

**NOAA Records Disposition Schedule
National Marine Fisheries Service (NMFS)**

April 5, 2002

1. Statistical Data Files
(Supersedes NOAA Disposition Handbook Item 1507-11, 12/92)
Paper reports, schedules, and printouts of statistics relating to fish and the fishery industry.

AUTHORIZED DISPOSITION

Cut off annually. Retire to FRC 5 years after cutoff. Destroy 20 years after cutoff.

2. Continuing Survey Operations Files
(Supersedes NOAA Disposition Handbook Item 1507-13b, 12/92)
Documents relating to the day-to-day operations of an ongoing project. Includes work done by contractors and grantees.

AUTHORIZED DISPOSITION

Cut off annually. Retire to FRC 5 years after cutoff. Destroy 20 years after cutoff.

3. Electronic Copies
Electronic copies of records listed on this schedule that are created using electronic mail or word processing.

AUTHORIZED DISPOSITION

Delete when the recordkeeping copy is produced