

REQUEST FOR RECORDS DISPOSITION AUTHORITY		JOB NUMBER <i>71-370-07-2</i>	
To: NATIONAL ARCHIVES & RECORDS ADMINISTRATION 8601 ADELPHI ROAD COLLEGE PARK, MD 20740-6001		Date received <i>11-21-2006</i>	
1 FROM (Agency or establishment) National Oceanic and Atmospheric Administration		NOTIFICATION TO AGENCY	
2 MAJOR SUBDIVISION National Ocean Service		In accordance with the provisions of 44 U.S.C. 3303a, the disposition request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.	
3 MINOR SUBDIVISION ORR			
4 NAME OF PERSON WITH WHOM TO CONFER Annie Baker	5 TELEPHONE NUMBER 202-482-5958	DATE <i>10/26/07</i>	ARCHIVIST OF THE UNITED STATES <i>Alfred...</i>
6. AGENCY CERTIFICATION I hereby certify that I am authorized to act for this agency in matters pertaining to the disposition of its records and that the records proposed for disposal on the attached _____ page(s) are not needed now for the business for this agency or will not be needed after the retention periods specified; and that written concurrence from the General Accounting Office, under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies,			
<input checked="" type="checkbox"/> is not required <input type="checkbox"/> is attached; or <input type="checkbox"/> has been requested			
DATE <i>11/16/06</i>	SIGNATURE OF AGENCY REPRESENTATIVE <i>Annie Baker</i>		TITLE
7 ITEM NO	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARA USE ONLY)
	See Attached		
<i>At 10/26/07 Copies sent to Agency, NWM, NWMW, NR</i>			

100-21 Training and Workshop Records

Information accumulated by offices preparing materials for training or workshops. Included are schedules, agendas, programs, lesson plans, and completed manuals. Records may be in any medium or format, including, but not limited to, electronic presentations, compact discs, electronic whiteboard data, etc.

Note Copies of training manuals collected by employees attending training should be filed under 100-04, Technical and General Reference Materials

DISPOSITION: Cut off at the end of the calendar year in which training was conducted. Destroy 5 years after cut off.

~~1005-18 Training and Workshop Records~~

~~Series contains training and workshop manuals for sessions presented by the Office of Response and Restoration and their partners (e.g., United States regional response teams and United States Coast Guard).~~

~~One of main activities of the Emergency Response Division (formerly the Spilled Oil Research Team, Hazardous Materials Response Project, Hazardous Materials Response Branch, and Hazardous Materials Response and Assessment Division) is to develop and deliver tools and training for spill preparedness, response, and environmental sensitivity assessments. Activities include the development and delivery of training at the local, national, and international level.~~

~~Disposition~~

~~Destroy 7 years after the end of the calendar year.~~

SUPERSEDED
See email of
8/20/07

Request for Records Disposition Authority

(See instructions on reverse)

Leave Blank (NARA Use Only)

Job Number

Date Received

Notification to Agency

In accordance with the provisions of 44 U.S.C. 3303a, the disposition request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.

Date

Archivist of the United States

To: National Archives and Records Administration (NIR)
Washington, DC 20408

1. From: (Agency or establishment)
National Oceanic and Atmospheric Administration

2. Major Division
National Ocean Service

3. Minor Subdivision
Office of Response and Restoration

4. Name of Person with whom to confer
John Kaperock

5. Telephone (include area code)
206-526-6400

6. Agency Certification

I hereby certify that I am authorized to act for this agency in matters pertaining to the disposition of its records and that the records proposed for disposal on the attached 2 page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified; and that written concurrence from the General Accounting Office, under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies:

is not required is attached has been requested

Signature of Agency Representative _____ Title _____ Date (mm/dd/yyyy) _____

7. Item Number	8. Description of Item and Proposed Disposition	9. GRS or Superseded Job Citation	10. Action taken (NARA Use Only)
<p>1 <i>608-17</i></p>	<p>Emergency Response Plans and Contingency Plans</p> <p>Series contains emergency response plans and oil and hazardous substance contingency plans published by the United States Environmental Protection Agency, United States Coast Guard, United States regional response teams, state governments, and other National Oceanic and Atmospheric Agencies. The plans are typically published under the authority of the Clean Water Act (CWA) and the Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA), which require that the president of the United States publish a plan to provide for the efficient, coordinated, and effective action to minimize damage from oil discharges and hazardous substance releases. The Office of Response and Restoration Emergency Response Division provided comments, or participated in the creation of the plans.</p> <p>Proposed Disposition Destroy 7 years after the end of the calendar year in which the plan was published.</p> <p>Appraisal Plans lose their informational value after they are superceded. The plans have potential legal value, but this value decreases after the expiration of the statute of limitations (typically 7 years in most states).</p>	<p>Not Scheduled</p>	<p><i>Agency submitted background to 5-115</i></p>