

REQUEST FOR RECORDS DISPOSITION AUTHORITY (See Instructions on reverse)		LEAVE BLANK (NARA use only)	
TO NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) WASHINGTON, DC 20408		JOB NUMBER <i>NI-370-96-1</i>	
1 FROM (Agency or establishment) National Oceanic and Atmospheric Admin.,.		DATE RECEIVED	
2 MAJOR SUBDIVISION		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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10	
3 MINOR SUBDIVISION			
4 NAME OF PERSON WITH WHOM TO CONFER	5 TELEPHONE	DATE	ARCHIVIST OF THE UNITED STATES
Daisy Rivers	(301) 413-0610		WITHDRAWN

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 47 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; or has been requested.

DATE	SIGNATURE OF AGENCY REPRESENTATIVE	TITLE
	Daisy Rivers	NOAA Records Officer

7. ITEM NO	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
	<p>SEE ATTACHED PAGES</p> <p>This schedule covers unscheduled records stored at the Washington National Records Center from various NOAA organizational units.</p>	WITHDRAWN	WITHDRAWN

**NN-W Project: Record Group 370
Unscheduled Records of the National Oceanic
and Atmospheric Administration**

Revised: 9/25/95

This schedule covers records stored in the Wasington National Record Center (WNRC) only. It does not provide continuing disposition authority for records that are listed in the NOAA records handbook, or for other unscheduled records that are currently created and maintained in NOAA offices or organizational units. The National Archives reserves the right to dispose of during archival processing any records which are nonarchival, duplicative, fragmentary, or incomplete, and records that are already authorized for destruction in other approved agency schedules of the General Record Schedules.

**Gravity and Astronomy Division
Gravity, Astronomy, Satellite Branch
National Geodetic Survey Division NB1000**

1. Astronomic and Gravimetric Determinations (Primarily Gravity and Isostacy), 1744-1985. 188 cubic feet.

Arranged by instrument number or by triangulation station or chronologically or unarranged.

Since before the founding of the Coast and Geodetic Survey, astronomical observations have been utilized in making latitude, longitude and azimuth measurements and also for certain gravity determinations required for surveying, engineering and research work. A prime example of this early interest is a bound volume of original eclipse observations taken in North and South America, including data entered by Jefferson from Monticello, spanning the period 1744 to 1836.

Modern activities include conducting space, astronomic and gravimetric geodesy programs aimed at refining the geoid; obtaining precise delineations of currents and general ocean circulation as well as meeting national requirements for marine, airborne, and local surveying, engineering and scientific programs; conducting research in the theory of the earth's gravitational field while developing and maintaining a National Gravity Reference Network and Gravimeter Calibration Lines and Gravimeter Calibration ranges; and applying data acquired from high precision radio astronomy and satellite derived observations to matters such as polar motion, earth rotation, earth tides, vector baselines and geodetic positions.

The records surveyed include one accession (originally 59 box 370-73-0002) which now exists as three accessions comprising cartons 11-15, 19-23 and 26-59. This accession includes the eclipse observations previously mentioned plus

some professional correspondence from the mid 1960's to early 1970's as well as high level gravity "think-pieces" from the 19th and 20th centuries. Although the vast majority of the accession consists of routine observations, it should be screened in its entirety and appropriate items selected for permanent retention.

Other records include Instrument Constants (T-3) consisting of file folders arranged by instrument number and containing C&GS Forms 461, Determination of Level value; Level Determination and Level Line Data, and descriptions of Gravity Bases both in the United States and abroad.

There are routine administrative materials as well as a set of annual reports from the Gravity, Astronomy and Satellite Branch.

Included are astronomic determinations of latitude, longitude and azimuth, Class A and Class AX, and some verification of triangulation station locations. Some positions are identified as modified first order. Latitudes are described as derived from 8-Star Sterneck sets, four to a single night.

A handful of foreign observations are interspersed. One accession (370-78-0036) contains materials collected by the Army Corps of Engineers from 1950-1972.

AUTHORIZED DISPOSITION:

- a. Historic, professional and significant administrative materials.

PERMANENT. Transfer immediately to the National Archives on approval of this schedule.

ACCESSION NO.	VOL	BOX NOS.
370-73A0002	0005	011-015
370-73C0002	0005	019-023
370-73E0002	0034	026-059
370-82-0003	0009	001-009

- b. Routine calculations and observations.

Destroy immediately on approval of this schedule.

ACCESSION NO.	VOL	BOX NOS.
370-78-0036	0018	001-018
370-80-0036	0025	001-025
370-81-0025	0087	001-087
370-81A00025	0001	088-088

Geodesy
National Geodetic Survey Division (NB1000)

2. Descriptions of Triangulation Stations, 1950-1987. 586 cubic feet.

Arranged generally by quad number.

These records mirror the gradual transition from the traditional triangulation station description cards, updated in handwritten form, to an automated system where the station descriptions are printouts and the updating done with computers.

The primary emphasis is upon the station's condition, use and physical equipment. Included also are field notes of efforts to locate and repair the stations. Location calculations, undertaken utilizing various methods both in offices and in the field, are scheduled elsewhere and are ultimately disposable.

At present, the printouts are the record copy and the computer's function defined as "housekeeping" -- namely, data updating and manipulation.

The agency occasionally schedules these materials as Observations of Horizontal Directions or under Field/Office Computations of Triangulation.

AUTHORIZED DISPOSITION: PERMANENT. Transfer to the National Archives immediately on approval of this schedule.

ACCESSION NO.	VOL	BOX NOS.
370-80-0039	0034	001-034
370-88-0008	0100	001-100
370-88-0008	0100	001-100
370-88-0009	0100	001-100
370-88-0010	0100	001-100
370-88-0011	0100	001-100

The National Archives reserves the right to dispose of two accessions of nonrecord housekeeping data processing materials during archival processing which are identified below.

ACCESSION NO.	VOL	BOX NOS.
370-88-0007	0100	001-100

Geodesy
Office of Geodesy and Photogrammetry
Photogrammetry Division
National Geodetic Survey
Field Records Analysis Section
National Geodetic Survey Division NB1000
Horizontal Network Branch NB1200
Photogrammetry Branch NB2300

3. Field/Office Computations of Triangulation, 1847-1987. 1493 cubic feet.

Arranged most frequently by three digit accession number, thereunder by C&GS accession number, date, and (where applicable) by number of cahiers. Also arranged by Cutter numbers assigned to designate the state or geographic areas and thereunder by NOAA Archives accession number.

This series encompasses a wide range of original observational data which has been codified, modified, combined with other observations and subsequently entered into a master horizontal control network data base. Observations were originally entered into notebooks by land-based observers which were later supplemented by coastal photos taken from ships and aerial photos (aerotriangulation) taken from aircraft. The last few years have seen all these methods supplanted by satellite-generated triangulation observations.

Dates indicated on the 01 and 135 reports frequently refer to the founding of a respective station rather than when the information was collected and analyzed.

This series includes the following:

- (1) WO accessions designated as Geodetic Miscellany (370-88-0023) dealing with special horizontal control network related studies. One (370-88-0023) consists of collections of records used as source materials for special studies requested by researchers. Another (370-77-0024) contains miscellaneous reconnaissance and working sketches.
- (2) International field notebooks found in 370-70-A0203.
- (3) Forms 250, Observations of Horizontal Angles Notebooks, mostly from the U.S. but a smattering from world-wide locations. Box 190 of 370-86-0041, for example, contains a notebook, "Triangulation Connection, US-

- Mexico" and 370-77-0010 observations made by the Orange County (California) Highway Department. Also included is input data for calculating the boundary between Alaska and the Canadian Yukon.
- (4) Numerous observational notebooks transferred from the C&GS Library and Archives once reference needs became limited or had ceased entirely.
 - (5) Records designated as Observations of Horizontal Directions, much of which is backup and source data for an automated master file. Sometimes the physical location of the corresponding electronic data is indicated.
 - (6) Box 6 of 370-67B-3526 containing coastal photos taken by ships in the early to mid 1950's.
 - (7) IBM tabulations of satellite triangulation and related materials such as computer input sheets and various printouts such as those found in box 356 of 370-77-0010 generated from a software package which checks observational data for anomalies of geodetic distances, positions, directions, directions etc. and then prints out a horizontal network adjustment listing by referent landmark.
 - (8) Aerotriangulation (initially called phototriangulation) records like those found in 370-67A-3526 containing aerial photographs or in 370-71A-2432 containing (in addition to photos) negatives (of various "strips"), assorted printouts and examples of Forms 1164, Horizontal and Vertical Adjustment of Strip Aerotriangulation.
 - (9) Traverse measurements consisting of tape measured distances recorded in books.
 - (10) NOAA Forms 76-16, Computations of Triangulation. Other field collected observations such as abstracts, rough notes and notebooks.
 - (11) Accession 370-78-0030 containing coastal chart maps in tubes showing triangulation projects prior to 1960.

AUTHORIZED DISPOSITION:

a. Records identified in the following WNRC accessions:

Permanent. Transfer to the National Archives immediately.

ACCESSION NO.	VOL	BOX NOS.
370-78-0030	0006	tubes 001-027

b. All other records in WNRC accessions identified below:

Destroy when 25 years old.

ACCESSION NO.	VOL	BOX NOS.
370-67A3526	0005	001-005
370-68A6435	0007	001-007
370-70A0203	0046	001-046
370-71A2432	0002	001-002
370-75-0001	0099	001-099
370-77-0010	0318	001-318
370-77A0010	0038	001-038
370-77-0024	0021	001-021
370-78-0024	0009	001-009
370-79-0025	0178	001-178
370-80-0041	0028	001-028
370-82-0001	0045	001-045
370-82-0008	0049	001-049
370-82-0007	0050	001-050
370-82-0009	0050	001-050
370-82-0011	0050	001-050
370-82-0012	0050	001-050
370-84-0001	0015	001-015
370-88-0003	0100	001-100
370-88-0004	0157	001-157
370-88-0023	0007	001-007
370-88-0034	0077	001-077
370-89-0006	0049	001-049
370-89-0007	0033	001-033
370-89-0014	0009	001-009
370-89-0021	0031	001-031
370-91-0002	0041	001-041

Geodesy
Vertical Branch (C-182)
Vertical Network Branch NB1300
Vertical Data Section NB1340

4. Bench Mark Descriptions/Points and Marks Descriptions, 1851-1977. 208 cubic feet.

Arranged by Cutter number and occasionally unarranged.
Recovery reports are arranged by box, state and class.

Observations recorded on 5 inch by 8 inch description cards designated by the agency as the official record copy of bench mark (point and mark) descriptions. These describe monuments or other identifiable points for which elevations have been determined. Recovery reports, instructions for locating the stations, miscellaneous notes and office computations are occasionally also included.

Some of these records were transferred from the National Geodetic Survey Information Center.

AUTHORIZED DISPOSITION: Permanent. Transfer to the National Archives immediately on approval of this schedule.

ACCESSION NO.	VOL	BOX NOS.
370-77-0008	0090	001-090
370-79-0002	0036	001-036
370-81-0026	0068	001-068
370-86-0023	0014	001-014

Geodesy
National Geodetic Survey
Vertical Network Division
Office of Charting and Geodetic Services NB0000
National Geodetic Survey Division NB1000
Vertical Network Branch NB1300

5. Spirit and Wye Level Observation Notebooks, 1929-1990. 454 cubic feet.

Arranged by state and thereunder by 5 digit accession number preceded by "L."

Records consisting of Spirit Level Observations/original field observations and office computations used in establishing and maintaining the United States geodetic vertical control network by comparing height differences between permanent benchmarks.

Computations of Precise Leveling, abstracts of field observations, leveling adjustments and computations, re-leveling printouts and associated backup sheets called NOAA Form 77-82 (11/79, "Geodetic Leveling") are included.

Various related items are sometimes found in the files that were apparently collected by office personnel performing computations. Examples are descriptions of various benchmark location disks (including condition, repairs accomplished) and miscellaneous materials containing memos, correspondence and various forms.

Beginning in the mid 1960's, OSI Computer Utility-produced printouts were producing extensive narrative descriptions, termed Geodetic Leveling Descriptions, for each station.

AUTHORIZED DISPOSITION: Destroy when 25 years old.

ACCESSION NO.	VOL	BOX NOS.
370-73B0003	0058	001-058
370-73C0003	0059	059-117
370-73C0003-B	0018	119-136
370-73C0003-D	0029	138-166
370-73C0003-F	0007	191-197
370-73C0003-H	0008	199-206
370-73D0003	0002	209-209
370-82-0002	0045	001-045
370-84-0001	0020	001-020
370-85-0009	0046	001-046
370-85B0009	0001	052-052
370-88-0031	0049	001-049
370-91-0001	0079	001-079
370-91-0011	0033	001-033

6. Observations of Double Zenith Distances and Related Operations, 1851-1978. 79 cubic feet.

Arranged variously, sometimes by Cutter area number.

Original field notebooks and their modern counterparts, computations, and related materials which are used in the determination of elevation distances between referent points. Part of the larger whole of leveling records.

These were originally known as geodimeter observations which were reduced to geodetic distances and recorded on Geodimeter Data Sheets. Later, these traverse distance and base lines were electronically measured and entered on NOAA Forms 76-131, Electronic Distance Measurements.

AUTHORIZED DISPOSITION:

a. Records created through December 31, 1926:

Permanent. Cut off and transfer to the National Archives immediately.

ACCESSION NO.	VOL	BOX NOS.
370-81-0026	0001	069-069

b. Records created after January 1, 1927:

Destroy when 25 years old.

ACCESSION NO.	VOL	BOX NOS.
370-80-0035	0057	001-057
370-89-0010	0021	001-021

Seismology

7. Seismograms, United States and Possessions, 1919-1971. 37 cubic feet.

Arranged by location (seismological stations, site or laboratory) and thereunder chronologically generally in containers housing one month's observations.

These records belong in Record Group 23 and thus have the disposition recommended in that report.

Seismograms consist of drum-wound sheets upon which the seismograph automatically records in continuous graphic form all types of the earth's movements and vibrations. Seismograms are interpreted for time of wave onset, seismic wave refractions, quake location by triangulation, and analysis of wave types through their frequency and power spectra. Studies of vibrations caused by earthquakes, storms, and other natural phenomena, and those caused by man yield knowledge of the earth's crustal substructure.

Seismic activity, as recorded on the sheets, is proportional to the line's variance from a flat plane. No activity is represented by a straight line, and an earthquake departs from this line not unlike an electrocardiogram during a heart attack. A geophysicist who examined a large sample of these records found the vast majority to be "flat" or devoid of any activity.

Seismograms surveyed include filmed copies created on Recordak Fine Grain Film.

These accessions are primarily surviving fragments of larger units.

AUTHORIZED DISPOSITION:

- a. Data on major earthquakes as defined by the USGS in conjunction with NOAA.

Permanent. Transfer to the National Archives immediately on approval of this schedule.

- b. All materials not accessioned into the National Archives or transferred to NOAA.

Destroy on 1 January, 2000.

NOTE: NOAA should implement this recommendation by sending to James Taggart (USGS MS967 DFC Box 25046, Denver, Colorado 80225) the following information about each accession:

- a. Time periods and respective stations of these records.
- b. A general statement concerning the overall condition of the records.
- c. The medium upon which the information is recorded.

James Taggart will then make recommendations concerning which records, if any, should be retained based on his overall criteria of keeping only major earthquake data.

Following this selection process and if any records are chosen for permanent retention, accession these into the National Archives:

ACCESSION NO.	VOL	BOX NOS.
370-67A3871	0060	001-060
370-68A0164	0084	001-084
370-69A2517	0066	001-035, 037-065
370-69A5920	0048	001-017, 019-042
370-70B5349	0036	013-032, 037-060
370-70C5349	0018	061-081
370-71A1772	0017	001-017
370-72B2312	0048	006-070

- 8. Seismograms, International, 1961-1970. 372 cubic feet.

Arranged by seismological station or laboratory and thereunder chronologically.

These seismograms were sent by foreign states to the Coast and Geodetic Survey, possibly through some sort of exchange program. There are sporadic United States observations plus a handful from the South Pole. Their unifying characteristic appears to be that these were not produced by Coast and Geodetic personnel and, as such, are not federal records.

AUTHORIZED DISPOSITION: Destroy immediately on approval of this schedule.

ACCESSION NO.	VOL	BOX NOS.
370-69A7308	0126	001-126
370-70A6932	0132	001-132
370-71A5681	0114	001-114

9. Background Materials from Special Events and Earthquakes Studies, 1942-1971. 141 cubic feet.

Arranged vaguely by subject or topic. Sometimes unarranged. The following Coast and Geodetic Survey components collected these materials:

Special Seismological Analysis Branch
Geophysics Research Group
Seismological Investigations Group (of Environmental Research Labs)
National Earthquake Information Center

These records are very similar to those represented in the series entitled Seismograms Measuring Underground Atomic Explosions. They consist of one-time, brief or special studies rather than continual observations from established stations. The majority of materials were collected during earthquake studies.

Included are seismograms, negatives and rolls of film of seismograms; Hawaiian Quadripartite observations; observations recorded on Kodak Linograph paper and packed in metal cylinders; miscellaneous seismic data collected by Dr. Carder between 1942 and 1953; Rothman's Risk File consisting of 30,000 IBM cards created in 1969 containing U.S. earthquake data.

Materials are frequently in a poor state of preservation and poorly organized. There is ample evidence that some materials have been removed and placed elsewhere.

AUTHORIZED DISPOSITION:

a. Rothman's Risk File

Permanent. Transfer to the National Archives immediately on approval of this schedule.

ACCESSION NO.	VOL	BOX NOS.
370-69A5815	0004	001-004

b. All other records:

Destroy immediately on approval of this schedule

ACCESSION NO.	VOL	BOX NOS.
370-70A1059	0054	001-054
370-70A1060	0003	001-003
370-71A6981	0006	001-006
370-72A1952	0032	001-032
370-72A3667	0006	001-006
370-72A6208	0036	001-054

**Seismology
Vibration and Engineering Projects Branch**

10. Seismograms Measuring Underground Atomic Explosions, 00/1966-00/1967. 18 cubic feet.

Arranged by station number, thereunder by explosion and sometimes thereunder chronologically; sometimes only by explosion or event.

This series constitutes residual materials documenting the study of earth vibrations induced by nuclear explosions at the Nevada test site and collected during the process of preparing published reports.

Seismograms in several forms predominate. Assorted printouts and file folders containing miscellaneous notes are also present.

AUTHORIZED DISPOSITION: Destroy immediately on approval of this schedule.

ACCESSION NO.	VOL	BOX NOS.
370-67A4335	0008	001-008
370-68A5966	0002	001-002
370-68A5966-B	0002	001-002

11. World Registers, 1967-1970. 59 cubic feet.

Arranged alphabetically by station (so designated by its geographic location) and thereunder roughly chronologically.

World Registers refer to printed sheets submitted by foreign governments, sometimes containing copies of seismograms and occasionally accompanied by narratives generally not in English, which are used to disseminate information on local seismic movements and vibrations of all types.

AUTHORIZED DISPOSITION: Destroy immediately on approval of this schedule.

ACCESSION NO.	VOL	BOX NOS.
370-69A4487	0016	001-016
370-70B4561	0016	001-016
370-71A4591	0013	001-013
370-72A4288	0014	001-014

12. General/Miscellaneous Records, 1967-1971. 8 cubic feet.

Arrangement of analog magnetic tape is chronological, approximately 11 days per tape, and of newspaper clippings assumed to be by topic or subject and thereunder chronological.

The analog magnetic tape, consisting of metal nonstandard reels, contains seismic recordings undertaken at the Byrd Antarctic Station between February 11 and April 9, 1970. The newspaper clippings, having been borrowed back by the agency in 1978 and not returned, were not available for inspection and thus are not described.

AUTHORIZED DISPOSITION: Destroy immediately on approval of this schedule.

ACCESSION NO.	VOL	BOX NOS.
370-69A4487	0001	017-017
370-72A2502	0007	001-007

Map and Chartmaking Operations

13. Agency Produced Aerial Photos, 1944-1975. 145 cubic feet.

Arranged variously, most frequently by agency accession number.

These photographs, initially taken from airplanes, and subsequently by NESDIS satellites, constitute the raw observational input for constructing, editing and verifying a wide range of maps and charts. They are used to identify and control topographic features; document phenomenon such as geomorphological changes and for special projects such as ascertaining a low water line or defining a boundary between states.

Photogrammetric survey records typically include field photographs containing identification and control materials, topographic features, bridging data, field edit data, field edit sheets, and office and field produced forms. Sporadic geodetic (satellite triangulation) materials are included when identified as Coastal Mapping Division products.

AUTHORIZED DISPOSITION: Destroy when 25 years old.

ACCESSION NO.	VOL	BOX NOS.
370-71A5181	0006	001-004 (rolls)
370-71B5181	0006	005-007 (rolls)
370-71C5181	0001	008-008
370-72A2988	0003	001-002 (rolls)
370-72B2988	0001	003-003
370-72D7322	0007	184-188
370-78-0035	0090	001-090
370-78-0037	0031	001-031

14. Aerial Photos produced by other government agencies and by private companies, 1955-1966. 4 cubic feet.

Arranged by geographic location.

Photographs of the St. Lawrence and Lake Erie taken by the Royal Canadian Air Force and Detroit Edison. A few Coast and Geodetic Survey photos are interspersed.

AUTHORIZED DISPOSITION: Destroy immediately on approval of this schedule.

ACCESSION NO.	VOL	BOX NOS.
370-84-0016	0004	001-004

15. Nautical Chart Standards, 1908-975. 412 cubic feet.

Arranged by survey location number, thereunder chronologically.

These are the master copies of coastal charts, each numbered by location. The volumes which house them are approximately four feet long and two and a half feet wide. Chart number 1248, for example, designates West Palm Beach. Under that number are found charts depicting that location arranged chronologically from 1921 through 1968. Next is number 1249, another part of the Florida Coast, designated Fowey Rocks to Alligator Reef.

AUTHORIZED DISPOSITION: Permanent. Transfer to the National Archives immediately on approval of this schedule.

ACCESSION NO.	VOL	BOX NOS.
370-77-0027	0072	001-022
370-77A0027	0012	023-026
370-77B0027	0012	027-030
370-77C0027	0030	031-039
370-77D0027	0042	040-051
370-90-0064	0189	001-189
370-90A0064	0055	190-244

16. Maps, Mapping Projects and Special Surveys (Produced by the former Photogrammetry Division), 1947-1972. 2 cubic feet.

Arranged numerically under numbers assigned to the National Ocean Service Archives Register of Photogrammetric Completion Reports and thereunder by box number, thereunder by report number, thereunder by project number (PH plus varying digits), and thereunder by general locality.

These are records of planimetric, topographic and shoreline mapping projects and special surveys containing index maps and information on special surveys and related hydrographic, astronomic and geodetic control. Accession 370-67B3526, for example, contains coastal photos taken from ships and then taped together to form a composite.

AUTHORIZED DISPOSITION: Permanent. Transfer to the National Archives immediately on approval of this schedule

ACCESSION NO.	VOL	BOX NOS.
370-67B3526	0001	006-006
370-72A4730	0001	001-001

17 Aeronautical Charts/Aeronautical Standards Files, 1959-1988.
251 cubic feet.

Arranged alphabetically by airport name, thereunder by inclusive dates.

NOAA's Aeronautical Charting Division creates three types of records covering not only the United States, but also Canada, Mexico, and Central and South America.

First, information collected by the Aeronautical Data Unit regarding all air navigational aides (such as radio beacons and airport towers) and navigational hazards (such as TV towers and smokestacks). Just as coastal charts have long alerted seafarers to obstacles, this aerial version is updated and placed in aircraft Enroute Navigation Units and converted to digital form in support of the FAA's Minimum Safe Altitude Warning System (MSAW).

Second, the Airspace Unit performs a similar function regarding airspace allocation data by coordinating airspace change proposals with existing airspace structure via a digitized Aeronautical Database which produces Controller Chart Supplements on a 56 day cycle.

Third, the Instrument Approach Procedure Chart Section coordinates data from a variety of sources to construct and maintain electronic databases which generate updated versions of Instrument Approach Procedure (IAP) Charts, Standard Instrument Departure (SID) charts, Standard Terminal Arrival Route (STAR) Charts, Airport Taxi Charts and various airport diagrams and graphics.

Aeronautical and nautical chart production and user services are coordinated and directed at the divisional level. The Aeronautical Chart Division operates a lithographic printing plant; directs the distribution of aeronautical and nautical charts and related publications, and administers a cartographic and geographic information service and map library. State, federal, foreign and private users are served.

The records at the WNRC reflecting this function constitute raw observational input, assorted working notes and related items, some indexes to chart changes, numerous photos of obstacles, standard input forms (primarily FAA Forms 8260-5 Standard Instrument Approach Procedure and FAA Form 713 used to describe obstacles), and maps defining the airspace structure of a given airport at a given point in time. One can subdivide this series into two major groupings. First, assorted materials defining airspace structure. Second,

materials relating to airport and airspace obstacles/obstructions which result in the preparation of charts named "Obstruction" or "Taxi."

AUTHORIZED DISPOSITION: Destroy immediately on approval of this schedule.

ACCESSION NO.	VOL	BOX NOS.
370-71A5669	0014	001-014
370-79-0026	0016	001-016
370-79A0026	0004	001-003 (tubes)
370-79B0026	0012	004-013 (tubes)
370-80-0074	0034	001-034
370-84-0017	0104	001-104
370-85-0014	0005	001-005
370-85-0015	0001	001-001
370-85-0016	0001	001-001
370-85-0017	0005	001-005
370-86-0012	0019	001-019
370-88-0033	0023	001-023
370-89-0005	0005	001-005
370-89-0011	0008	001-008

18. Fathograms and Related Records, 1960-1988. 332 cubic feet.

Arranged variously. Observational notebooks arranged by Coast and Geodetic Service accession number and thereunder chronologically. Or by survey vessel name, thereunder by location code, thereunder numerically by four digit hydrographic sheet numbers and thereunder chronologically. Charts are arranged sequentially. Magnetic tapes are arranged sequentially by tape register (library listing) number.

Fathograms measure the ocean depth and have been gathered as input for coastal mapping projects since the founding of the Coast and Geodetic Survey. For many years, the information was hand entered into notebooks and then laboriously converted into topographic maps called "smooth sheets" which, in accordance with a 1989 NOAA/NARA memo of understanding, constitute the official record and are currently being accessioned into the National Archives. Modern methods utilize commercial and military sounding devices which produce a barrage of observational data then converted into digital form. The Navy developed the concept in 1974 with its "Seabee" system which is still being used. Maps only require about one percent of the data collected. NOAA's stated goal is to be able to use all of the information to zoom in on any given small area. The practical barriers to accomplishing this are that much data is in analog form, much has already been discarded by the

agency, and all is software dependent. Nonetheless, the agency is pushing ahead with a user service organization that sells digital representations of these observations to researchers. In at least one instance, these data were successfully used to find salt domes off the Mexican coast.

The records surveyed comprise raw observational data in three forms.

First, field notebooks transferred from the C&GS Library and the National Ocean Survey vault in Riverdale, Maryland. Many of these are identified as having been "scanned," indicating that the more significant ones have been digitized. The more modern version of these notebooks, Forms 275, are also in evidence which are daily logs giving information under headings such as Time, Soundings, Corrections, Reduced Soundings, Bottom Condition Control Data, and Remarks. Raw notes and assorted printouts also accompany the records.

Second, are charts as produced by fathometers which are stored in large, brown accordion folders and list the precise recorder, locality, vessel, positions, operator etc. Assorted materials such as wire drag notebooks, calculations and printouts are also in evidence.

Third, are raw data tapes on non standard mini-reels which lack any descriptive documentation. An accompanying memo explains that they are the residual of Lieutenant Colonel Jerry Wheaton's efforts to destroy all magnetic data tapes.

AUTHORIZED DISPOSITION: Destroy when 25 years old.

ACCESSION NO.	VOL	BOX NOS.
370-82-0033	0050	001-050
370-83-0021	0027	001-027
370-84-0018	0128	001-128
370-85-0019	0023	001-023
370-91-0006	0055	001-055
370-91-0007	0049	001-049

19. United States Lake Survey Bulletins, 1889-1975. 8 cubic feet.

Arranged chronologically .

Beginning in 1892, the U.S. Army Engineers Detroit, Michigan office (known also as the Lake Survey Center) began storing the record copy of the annually produced "Great Lakes Pilot." NOAA assumed this function in 1970 and continued working in the same location.

These publications initially were just a few pages in length; were called "Harbors of the Great Lakes," and covered basics such as the depths of harbor channels and anchorage conditions. Modern versions are called "Great Lakes Pilots" and average over 400 pages in length. While the currently named Lake Survey Center's primary function is to produce maps and charts of the Great Lakes, the "Pilot" is in narrative form and supplies descriptions of physical conditions and the particulars of constantly changing conditions, not adopted to adequate or prompt representations on the charts.

AUTHORIZED DISPOSITION: Permanent. Transfer immediately to the National Archives on approval of this schedule.

ACCESSION NO.	VOL	BOX NOS.
370-83-0003	0008	001-008

**Tide and Current Measurement
and Related Reports and Materials**

20. Tide Rolls/Marigrams, Primarily United States and Possessions, 1962-1988. 601 cubic feet.

Arranged geographically by Cutter location codes and thereunder chronologically.

These are paper rolls upon which tidal heights are recorded by marigrams via a stylus. First, the standard 13 inch paper rolls which are analog and constitute over 90% of series volume. Second, bubbler rolls which are about half as wide and are also analog. Third, small ADR rolls which are digital.

AUTHORIZED DISPOSITION: Destroy when 25 years old, after receiving written agency permission prior to projected disposition.

ACCESSION NO.	VOL	BOX NOS.
370-69A3313	0055	001-055
370-70A2458	0052	001-052
370-70A4850	0015	001-015
370-71A1368	0043	001-043
370-75-0002	0071	028-099
370-78-0034	0100	001-100
370-81-0013	0027	001-027
370-84-0007	0021	001-021
370-84-0024	0018	001-018
370-85-0020	0027	001-027

370-85-0021	0019	001-019
370-85-0026	0020	001-020
370-88-0015	0018	001-018
370-88-0036	0039	001-039
370-89-0008	0076	001-076

21. Tide Rolls/Marigrams, United States and Foreign Intermixed, 1969-1981. 166 cubic feet.

Arranged by location (Cutter in the case of U.S. and name place in the case of foreign) and thereunder chronologically.

These are marigrams recording tidal heights at a given point in time as encoded by marigraphs.

AUTHORIZED DISPOSITION: Destroy when 25 years old, after securing written agency permission prior to projected disposition.

ACCESSION NO.	VOL	BOX NOS.
370-71A7360	0040	001-040
370-81-0006	0053	001-053
370-81-0009	0042	001-042
370-82-0004	0031	001-031

22. Tidal Data, United States and Possessions. 1916-1883. 104 cubic feet.

Arranged inconsistently but most frequently by eight digit observation station number and thereunder chronologically.

The term "tidal data" is not precise and appears to be a catch-all. These three accessions contain various tabulations, tide station reports, and hand recorded tidal information. Included is a printout of hourly tide levels plus relevant tabulations which presumably were used as input for a special study. Also included are Forms 2211 (10/62), "Tides: High and Low Waters." Assorted non standard tide rolls, called tidal observations, are also in evidence.

AUTHORIZED DISPOSITION: Destroy immediately on approval of this schedule.

ACCESSION NO.	VOL	BOX NOS.
370-70A7166	0009	001-009
370-87-0003	0010	001-010
370-78-0040	0070	001-070

**National Ocean Service
Office of Marine Surveys and Maps
Oceanographic Division**

23. Tide Staff Readings, 1943-1964. 29 cubic feet.

Arranged by geographic area or station and thereunder chronologically.

Series consists of tide height readings, entered into notebooks, after making visual observations of calibrated poles driven into the water near the shoreline. Some of these records contain sketches of the surrounding area as well as discussions of land features near the observation sites.

AUTHORIZED DISPOSITION: Permanent, transfer to the National Archives immediately on approval of this schedule.

ACCESSION NO.	VOL	BOX NOS.
370-75-0002	0001	001-001
370-89-0009	0028	001-028

**Oceanographic Division
Oceanographic Surveys Branch
Marine Surveys and Maps Branch**

**Nautical Charting Division NB2000
Ocean Mapping Section NB2240
Circulatory Surveys Branch C211**

24. Current Records and Current Processed Data, 1933-1984. 608 cubic feet.

Arranged variously. Most frequently by geographic area and thereunder by accession number and thereunder by volume or reel number and thereunder chronologically. Magnetic tape arranged by reel number and thereunder by station identification. Bathythermograms are arranged by NODC cruise reference number, thereunder by 5 digit BT numbers, thereunder by vessel name and thereunder chronologically.

These are primary observations mainly of current velocity and direction with a scattering of other measurements such as surface temperature and salinity. There is also a smattering of raw data and notes relating to special projects such as bathymetric mapping, wire drags,

circulatory surveys, hurricane investigations, and baseline and borderline surveys.

The information is recorded into field notebooks, Aanderaa Current Meter Deployment and Recovery Logs, one inch wide Eastman Kodak film identified as MESA, mini and standard reels of magnetic tape (some identifying Geodyne Corporation as contractor), Scotch brand 600 foot low noise professional recording tapes, Scotch Dynarange 30 minute recording tapes on three inch reels, 16MM film and printouts. The bathytheromgrams, measuring water temperature at given depths, are traces enlarged and reproduced on 3X5 inch negative film as transcribed from original data consisting of glass slides and related log sheets which were disposed of after copying. They are stored in 1472 Agate Card Index Trays, resembling shoe boxes, which are subdivided into packets of 100 negatives each.

In addition to the measurements are assorted materials relating to data collection such as check sheets for cleaning, timing and recovering instruments and printout instructions for various test, sort and manipulative routines related to data validation.

AUTHORIZED DISPOSITION:

- a. Accession No. 370-77-0009 only. Destroy immediately on approval of this schedule.
- b. All other accessions listed below: Destroy when 25 years old, after securing written agency permission immediately prior to the projected disposition date.

ACCESSION NO.	VOL	BOX NOS.
370-74-0001	0368	001-368
370-75-0002	0027	001-027
370-77-0025	0008	001-008
370-77-0026	0016	001-016
370-78-0039	0019	001-019
370-79-0027	0007	001-007
370-81-0016	0005	001-005
370-81-0023	0019	001-019
370-81-0040	0007	001-007
370-82-0015	0015	001-015
370-84-0020	0006	001-006
370-84-0021	0004	001-004
370-84-0022	0006	001-006
370-84-0026	0013	001-013
370-84-0027	0007	001-007
370-84-0028	0001	001-001
370-86-0026	0012	001-012

370-88-0029	0005	001-005
370-91-0003	0003	001-003

Estuarine and Ocean Physics Branch NC1300

25. Leveling Records, 1967-1976. 20 cubic feet.

Arranged sequentially by five digit station identification numbers (T#)

Entry books (NOAA Form 76-77: Leveling Record-Tide Station) sent from South America and the Caribbean to the agency for evaluation of work quality pursuant to Publication 196, "Manual of Tide Observations."

AUTHORIZED DISPOSITION: Destroy immediately on approval of this schedule,

ACCESSION NO.	VOL.	BOX NOS.
370-78-0029	0010	001-010
370-82-0026	0010	001-010

Oceanographic Division

26. Project Monitoring Files, 1962-1982. 6 cubic feet.

Arranged sequentially by project number. (OPR #s 314-524)

Each project folder comprises the official record and contains materials such as correspondence to and from the field, printouts, data transmittal letters, maps, project performance ratings, amended/supplemental instructions, and drafts of applicable regulations.

AUTHORIZED DISPOSITION: Permanent, transfer immediately to the National Archives on approval of this schedule.

ACCESSION NO.	VOL	BOX NOS.
370-86-0034	0006	001-006

Geomagnetism

27. Magnetograms, United States and Possessions, 1967-1968. 32 cubic feet.

Arranged by location and thereunder chronologically.

These are impressions made on strips of paper by magnetometers. They are also called magnetograph records, (normal, storm, and rapid run), which give Magnetic Declination readings recorded at agency locations in the United States and its possessions. A minor amount of miscellaneous observatory data/magnetograph records are interspersed.

AUTHORIZED DISPOSITION: Destroy on January 1, 2000.

ACCESSION NO.	VOL	BOX NOS.
370-71A3069	0016	001-016
370-71A3512	0016	001-016

28. Magnetograms, Foreign World Magnetic Observations, 1966-1966. 14 cubic feet.

Arranged by observatory location and thereunder chronologically.

These are impressions or copies of impressions made on strips of paper by magnetometers which record magnetic declination readings from foreign observatories. Includes magnetograms, magnetograph records and supplements and scale values. Sporadic United States observations are also present. Some records may have been microfilmed or converted to digital format.

AUTHORIZED DISPOSITION: Destroy on 1 January, 2000.

ACCESSION NO.	VOL	BOX NOS.
370-70A2303	0014	001-014

**Geomagnetism
Analysis Branch (C&GS)**

29. Miscellaneous Geomagnetic Cahiers, 1900-1970. 16 cubic feet.

Arranged by C&GS Archives accession number (M plus five digits). Arrangement of Master Gravity Track Sheets is by ship and thereunder by three digit OPR number.

These materials consist of various types of records produced from geomagnetic observations at foreign and domestic magnetic stations and observatories including compass rose sites. Accessions contain any or all of the following: station descriptions and sketches, geographic positions, azimuth determinations, lists of prominent objects,

observations for declination, horizontal, vertical and total intensities, and dip; computations for pier differences, standardization of instruments, temperature tests, Flexgate records. Includes photocopies of materials from the Inter-American Geodetic Survey, apparently conducted in the early 1960's.

AUTHORIZED DISPOSITION: Permanent. Transfer to the National Archives after receiving approval from the Chief of NOAA's Geomagnetic Division and/or the Chief of USGS' Earthquake and Geomagnetic Information Branch.

ACCESSION NO.	VOL	BOX NOS.
370-71A0938	0012	001-012
370-71A2247	0004	001-004 (Tubes)

Fisheries and Marine Habitat Management

30. Records of the Director, 1958-1982. 2 cubic feet.

Unarranged.

These are traditional working files, arranged roughly by subject, containing correspondence, memos, reports, speeches, and committee reports, as well as papers relating to meetings, conferences and congresses.

AUTHORIZED DISPOSITION: Permanent. Transfer immediately to the National Archives on approval of this schedule.

ACCESSION NO.	VOL	BOX NOS.
370-71A3366	0002	001-002

31. General Program Records, 1958-1970. 5 cubic feet.

Arranged partially by subject.

The Division of Management Analysis' mission was to advise and assist NMFS managers. Records sent to managers include correspondence, memos and reports, studies relating to divisional activities and projects, directives and regulations, and information on general administrative topics such as mail facilities, paperwork management and automated personnel/payroll records. Materials sent by managers to the Division of Analysis include correspondence, memos, briefing papers, program review reports, statistics and employee rosters.

AUTHORIZED DISPOSITION: Permanent. Transfer to the National Archives immediately on approval of this schedule.

ACCESSION NO.	VOL	BOX NOS.
370-71A3329	0003	001-003
370-71A3877	0002	001-002

**Fisheries and Marine Habitat Management
Bureau of Commercial Fisheries**

32. Instructions and Directives, 1952-1970. 3 cubic feet.

Arranged chronologically in numerical sequence as received.

This is the record copy of directives and instructions collected when Fisheries was in Interior. Some briefing materials, reports and related items overviewing agency activities are also included. This, the only container located from a three box accession, is identified as box 14 with an exterior label describing its contents as "AO's, RO's and TD's." Also included, is a black 3 ringed notebook called "Delegations of Authority" containing record copies of selected documents, generally letters or memos, covering the years 1952-1970.

AUTHORIZED DISPOSITION: Permanent. Transfer to the National Archives immediately on approval of this schedule.

ACCESSION NO.	VOL	BOX NOS.
370-71A3595	0003	001-003

**Fisheries and Marine Habitat Management
Budget and Planning Office FA1000**

33. Budget Files, 1947-1976. 30 cubic feet.

Arranged by file label or 3 digit regional code and thereunder chronologically.

Three types of records are included:

First, a well organized chron file detailing 1952-1962 allotment authorizations which is accompanied by a related file identifying all major projects and initiatives.

Second, all correspondence and backup materials, including hand written instructions from senior officials, used in budget and budget hearing preparations. Of special interest

is a folder used in Bureau of Budget hearings answering commonly raised questions and supported by extensive statistical/analytical materials.

Third, budget related memos to and replies from the field about matters such as increasing or reducing certain budget items; approving or denying regional directors' requests for funds, and approving or disapproving travel requests.

AUTHORIZED DISPOSITION: Permanent. Offer to the National Archives immediately.

ACCESSION NO.	VOL	BOX NOS.
370-72A3396	0026	001-026
370-89-0002	0004	001-004

34. Statistics of Alaskan Fishing and Related Industries, 1870-1955. 3 cubic feet.

Arranged variously. Profiles of fishermen and their gear are divided into resident or nonresident and thereunder by race. Pribilof Island reports are arranged by location and thereunder by date. Other miscellaneous information, like statistics on catching and packing, are usually arranged by subject and thereunder chronologically.

The systematic collecting of information on fish, fishermen and fisheries goes back to the mid nineteenth century and reflects the commercial importance of this industry. The collecting of Alaskan data began soon after the Civil War, and was part of a substantial federal presence characteristic of territories prior to statehood. The earliest information in this series (1870-1914) consists of reels of microfilmed log reports from the Pribilof Islands. These reports initially concentrated upon the seal industry but, as time went on, encompassed traditional fishery statistics, primarily those of the salmon industry. Of particular importance is data collected (1950-1956) on individual fisherman, detailing not only resident or non resident and race data, but also facts concerning the type of equipment used and the specific varieties of fish caught by each individual.

AUTHORIZED DISPOSITION: Permanent. Transfer to the National Archives immediately on approval of this schedule.

ACCESSION NO.	VOL	BOX NOS.
370-61A0083	0002	005-006
370-66A1431	0001	001-001

**Fisheries and Marine Habitat Management
Statistics and Market News Division
Resource Statistics Division**

35. Statistics of Fishery and Related Industries, 1936-1985. 103 cubic feet.

Arranged variously, generally by geographic region and thereunder chronologically; or by geographic region and thereunder by statistical reporting designation (shrimp, fish sticks, fish oil etc.) and thereunder chronologically.

As a service to an important industry, the government collected and distributed a considerable range of information. Initially, this was confined to identifying the numbers of selected species of fish caught at major northeastern ports. As time went on, the number of reporting centers was expanded and statistics from selected processing plants and wholesale centers added. Specialized studies on particular aspects of the fishing industry gradually became more numerous.

The introduction of computers to the agency revolutionized data collection and codification. Where previously various keysort methodologies had been state of the art, by the early 1960's the entire operation was computerized and printouts by field and/or by geographic area widely distributed.

These surviving materials are primarily micro data collected for various annual, monthly and daily reports. They are not chronologically or topically comprehensive, nor necessarily what was most important. In addition, portions of surviving data have been lost thus causing frequent information gaps. In summary, this is sampling based almost entirely upon the survival criterion.

In addition to the raw data, "reports" both bound and looseleaf are found throughout the series. The agency employs this word in a confusing, inconsistent fashion when writing SF 135's:

A "record set of daily reports" contains mimeographed, badly deteriorating data sent during the 1960's and 1970's from Terminal Island, California, New York City and other locations to a mailing list. These have been stapled together into monthly segments and contain fish news, statistics, business opportunities etc.

Second, are bound "reports" containing the micro data for special studies such as Packaged Fishery Products and Canned Fishery Products which were both produced in 1962. A permanent example of this is found in 370-73-G0001 which contains reviews assessing the effectiveness of programs designed to assist the "oyster trade." Included are writings on controlling oyster enemies and various oyster condition surveys such as one done on the York River (1936-37) where oysters were sampled and their general state of health reported. Included also is correspondence to and from various agency and state officials. One example of this is a series of letters exchanged between the Chief of the Division of Fishery Biology and Governor O'Connor who in 1942 requested a Chesapeake Bay oyster survey. Third, are "reports" which adhere to the commonly-accepted definition. Frequently, these consist of monthly or annual summaries of micro data illustrated with appropriate graphs and charts. An example of this are printed monthly reports with annual summaries designated "Boston and Gloucester Landings," examples of which go back to 1898.

The fourth category consists of data input forms supplied by the NMFS and generally filled in monthly by private companies.

Fifth, and confined to the accession 370-88-0037, are Market News Activity Reports stamped, ". . . not for publication, circulation limited to NMFS personnel." This appears to be somewhat like NARA's regional archives newsletter. It contains information on individual researchers, supplemental statistics and various quotes from throughout the nation. Sample. "The Annapolis City Council is expected to give the go-ahead today to a comprehensive ecological study designed to prevent the city's harbor from becoming a 'boating slum'."

AUTHORIZED DISPOSITION:

- a. "Daily Reports" of the Resource Statistics Division and materials relating to "oyster trade" program evaluations.

Permanent. Transfer immediately to the National Archives on approval of this schedule.

ACCESSION NO.	VOL	BOX NOS.
370-73G0001	0001	037-037
370-80-0051	0023	023-046

- b. Nonrecord and routine input data, or other routine administrative materials.

Destroy immediately on approval of this schedule.

ACCESSION NO.	VOL	BOX NOS.
370-72A1866	0042	001-042
370-80-0051	0024	001-022
370-88-0037	0013	001-013

**Fisheries and Marine Habitat Management
External Division
Executive Support Staff
Budget and Planning Office FA1000**

36. Program Review Files, 1960-1970. 4 cubic feet.

Arranged by state and thereunder chronologically or by topic and thereunder chronologically.

The External Division and its successor the Budget and Planning Office advises NMFS' components on the selection and prioritization of program goals, objectives and measures of accomplishment. It also manages all aspects of budget formulation and execution activities and makes related resource allocation decisions.

This accession deals with satisfying Title VI regulations which require the agency to certify that the recipients of federal monies comply with EEO guidelines. The Florida file, for example, contains compliance reviews of Florida's Game and Fresh Water Commission, Outdoor Recreational Development Council and Board of Conservation.

AUTHORIZED DISPOSITION: Destroy immediately on approval of this schedule.

ACCESSION NO.	VOL	BOX NOS.
370-73D0001	0004	001-004

**Fisheries and Marine Habitat Management
Financial Assistance Division
Grants Management Branch**

37. Records Relating to Grants, Loans, and Subsidies, 1965-1988. 60 cubic feet.

Arranged variously. Cancelled fisherman's loans are arranged sequentially in the order processed. Materials dealing with grants to states are arranged numerically by grant number.

Applications for subsidy loans are arranged by subject and thereunder numerically in order received.

Three types of records are involved:

First, nonrecord materials consisting of agency working files wherein payments made by debtors were manually recorded by agency clerks. Related correspondence is also included. A notation in these files reads, "original records sent to storage." Said loans were made pursuant to the Fish and Wildlife Act of 1956 as amended by 16 USC 742C and regulations promulgated under CFR 50 Part 250 as revised. These files are erroneously scheduled as the official loan record.

Second, substantive correspondence relating to the state grants program. Examples include grant numbers 04-158-500 21 given to Indiana for Coastal Zone Management; NA800AA-D0011 discussing monies to Wood's Hole under the National Sea Grant Program, and 07-4-158-4022 given to the Anchorage-based Northern Pacific Fishery Management Council.

Third, disposable sea grant materials consisting of applications for grants and individual grantee files containing primarily required financial information.

Fourth, completed applications from fishing boat owners seeking subsidies for constructing boats in U.S. shipyards. These files are mis-scheduled as Fishery Loan Files.

AUTHORIZED DISPOSITION:

a. Correspondence files.

Permanent. Transfer to the National Archives immediately on approval of this schedule.

ACCESSION NO.	VOL	BOX NOS.
370-81-0031	0005	001-005

b. Nonrecord and other routine administrative materials.

Destroy immediately on approval of this schedule.

ACCESSION NO.	VOL	BOX NOS.
370-73F0001	0011	026-036
370-83-0001	0020	001-020
370-85-0030	0014	001-014
370-86-0011	0002	001-002
370-89-0025	0008	001-008

**Fisheries and Marine Habitat Management
Assistant Administrator for Administration
Office of Management and Operation
Office of Administration AW0000**

38. Fisheries-Related Committee Management Case Files, 1969-1982. 11 cubic feet.

Arranged by subject headings, and frequently thereunder by committee and sometimes thereunder chronologically.

"As a result of our review, I am convinced that a compelling need exists for each of the NOAA committees in existence..." wrote the Assistant Secretary for Administration in a cover letter to the Commerce Secretary introducing his annual comprehensive review of advisory committees in the department. While all of these files are placed administratively under the Assistant Secretary for Administration, some accessions deal exclusively with fisheries and have, therefore, been separated out and placed under this subgroup.

These records comprise the raw materials for the fisheries portion of the Assistant Secretary's various required committee reports including the aforementioned comprehensive review, several monthly reports and required submissions to Congress. The files are divided into advisory committees, departmental committees, committee management correspondence, outgoing committee management correspondence and general correspondence. The larger committees have their own folders, the most prominent of which are the Regional Fishery Management Councils. An inspection of this file reveals that it consists primarily of meeting notices plus copies of meeting notices sent to the Federal Register per regulations.

AUTHORIZED DISPOSITION: Destroy immediately on approval of this schedule.

ACCESSION NO.	VOL	BOX NOS.
370-81-0033	0001	001-001
370-81-0034	0002	001-002
370-86-0031	0008	001-008

Fisheries and Marine Habitat Management

39. Fisheries Bilateral Relations Files, 1965-1973. 4 cubic feet.

Arranged vaguely by topic or subject.

Although all international relations activities for NOAA are centralized in Commerce's Office of Administration, one accession deals exclusively with fishery concerns and is therefore placed in this subgroup. Identified as "Foreign Fisheries Analysis Archive Material," these records document American-Soviet fishery negotiations and the exchange of fishery scientists between the two countries.

AUTHORIZED DISPOSITION: Permanent. Transfer immediately to the National Archives on approval of this schedule.

ACCESSION NO.	VOL	BOX NOS.
370-89-0003	0004	001-004

Meteorology/Satellite and Radar Generated Atmospheric Research and Observational Data Center for Experiment Design and Data Analysis Research Division

40. GARP Atlantic Tropical Experiment (GATE), 1972-1990. 831 cubic feet.

Arranged generally in chronological order.

The GARP Atlantic Tropical Experiment (GATE) was the first major international experiment of the Global Atmospheric Research Program (GARP). Approximately 100 ships from four nations plus several satellites undertook extremely detailed observations off the Coast of West Africa during June through September, 1974. Headquartered in Dakar, Senegal and sponsored jointly by the World Meteorological Organization (WMO) and the International Council of Scientific Unions (ICSU), the accumulated data totaled over 100,000 reels of magnetic tape. Equipment malfunctions and financial considerations precipitated downgrading the data's status from Section Three to Section Five. This voided the United States' prior obligation to retain and furnish micro data at no charge to countries cooperating in the study.

Three types of records are in evidence:

First, radar raw data tapes which consist of standard reels, mini reels and gridded photo negatives converted into 35mm microfilm.

Second, supporting materials which are sometimes incorrectly referred to as data tapes. Included are testing materials, Standard Weather and Quality Control Data Sheets, oceanographic deck logs, printouts (including one identified as "Beukers Tape"). unidentified film and tape cassettes, and Boom Simulation Worksheets (particularly Blis) etc.

Third, project case files created by the Office of Research and Development. These include working papers, drafts of scholarly papers, discussion papers on daily happenings, and materials from working groups and conferences on data utilization.

AUTHORIZED DISPOSITION: Destroy immediately on approval of this schedule.

ACCESSION NO.	VOL	BOX NOS.
370-77-0007	0012	001-012
370-77A0007	0010	013-022
370-77B0007	0028	023-050
370-77C0007	0004	051-054
370-77-0022	0107	001-035, 048-083, 096-131
370-77A0022	0037	036-047, 084-095, 132-143, 180
370-77B0022	0036	144-179
370-77-0023	0031	1-3, 16-19, 56-67, 104-115
370-77A0023	0084	4-15, 20-55, 68-103
370-77B0023	0036	152-163, 200-211, 248-249
370-77C0023	0108	116-151, 164-199, 212-247
370-77D0023	0036	296-307, 344-355, 392-403
370-77E0023	0108	260-295, 308-343, 356-391
370-77F0023	036	440-451, 488-499, 536-547
370-77G0023	0108	404-439, 452-487, 500-535
370-77H0023	0012	584-595
370-77I0023	0037	548-583, 596
370-79-0007	0071	001-071
370-80-0032	0022	
370-80-0033	0012	001-012
370-80-0055	0040	001-040

**Meteorology/Satellite and Radar Generated
Atmospheric Research and Observational Data**

41. Ongoing Satellite-Generated Weather Observational Data (ITOS and GOES Satellite Data Service Files), 11/1971-02/1988. 5344 cubic feet.

Arranged chronologically.

Three types of records comprise the series:

First, photo observations (mainly ITOS) consisting of 25 by 25 cm gridded photo negatives and 35 mm. microfilm labeled COSST COMP AND EPHEN data. Each negative has identification stamped upon it, a sample of which is "SFO 363:OZ:28:25 5114 11 F0001 29 December '75 (d) NOAA 3n5C." Included also are negatives from special projects, most of which were transferred to the WNRRC from NOAA's Rockville records holding area. Examples include 370-90-0005 containing Alaska negatives and 370-87-0006 containing Gosscomp Sea Surface Temperature negatives. Finally, there are 10 inch square GOES (geostationary satellite) products such as ten inch square black and white negatives; four inch square IR images; film comprising full disk, visible, infrared and sectors and 16 mm. movie loops.

Second, weather observational and forecast maps/files identified as from the National Meteorological Center and consisting of wide nonstandard boxes approximately two cubic feet in size which are frequently in poor condition. Each box typically contains about two dozen 24 and 36 hour forecast maps. Each map is identified, a sample of which is "V537 24 hr. FCST Heights/ISOTACHS Valid 12Z Sun. 30 Sept. 1984. J 682" and "Extended Forecast for June 3 and June 5 1985. Prepared Friday, May 31, 1985."

Third, weather forecast maps consisting of Facsimile Monitor Rolls stored in Alfax (paper from Alden Electronics in Westborough, Mass.) boxes (500 mb. etc.) sometimes identified as OA/W5353. These are distinctive, nonstandard boxes placed on their sides with 5 fitting into a section of shelving. Each box contains six large rolls comprising three days of data. A sample roll identification is "Valid Friday, March 27, 1988 Map D145 554 SIG ZX (400-700 MB)."

AUTHORIZED DISPOSITION: Destroy when 5 years old.

ACCESSION NO.	VOL	BOX NOS.
370-86-0037	0036	001-036
370-87-0005	0100	001-100
370-87-0006	0100	001-100

*Except where noted,
crossed off items are
authorized for disposal
under Job No. N1-370-01-2*

*fyb
4/19/01*

370-87-0007	0100	001-100
370-87-0008	0100	001-100
370-87-0009	0100	001-100
370-87-0011	0013	001-013
370-87-0012	0013	001-013
370-87-0013	0048	001-048
370-87-0014	0013	001-013
370-87-0015	0013	001-013
370-87-0018	0013	001-013
370-87-0019	0013	001-013
370-87-0020	0038	001-038
370-87-0021	0013	001-013
370-87-0022	0013	001-013
370-87-0023	0042	001-042
370-87-0024	0013	001-013
370-87-0025	0013	001-013
370-87-0026	0013	001-013
370-87-0027	0013	001-013
370-87-0029	0050	001-050
370-88-0001	0013	001-013
370-88-0002	0013	001-013
370-88-0005	0060	001-060
370-88-0006	0013	001-013
370-88-0017	0013	001-013
370-88-0018	0013	001-013
370-88-0019	0013	001-013
370-90-0002	0206	001-206
370-90-0003	0200	001-200
370-90-0004	0098	001-098
370-90-0005	0052	001-052
370-90-0006	0148	001-148
370-90-0007	0200	001-200
370-90-0008	0200	001-200
370-90-0009	0200	001-200
370-90-0010	0200	001-200
370-90-0011	0100	001-100
370-90-0012	0100	001-100
370-90-0013	0100	001-100
370-90-0014	0100	001-100
370-90-0015	0100	001-100
370-90-0016	0100	001-100
370-90-0017	0100	001-100
370-90-0018	0100	001-100
370-90-0019	0100	001-100
370-90-0020	0050	001-050
370-90-0021	0050	001-050
370-90-0022	0050	001-050
370-90-0023	0050	001-050
370-90-0024	0050	001-050
370-90-0025	0050	001-050
370-90-0026	0050	001-050
370-90-0027	0050	001-050

Sent to NCDC
4/19/01 JMB

Sent to NCDC 4/19/01 JMB

370-90-0028	0050	001-050
370-90-0029	0050	001-050
370-90-0030	0050	001-050
370-90-0031	0050	001-050
370-90-0032	0050	001-050
370-90-0033	0050	001-050
370-90-0034	0050	001-050
370-90-0035	0050	001-050
370-90-0036	0050	001-050
370-90-0037	0050	001-050
370-90-0038	0050	001-050
370-90-0039	0050	001-050
370-90-0040	0050	001-050
370-90-0041	0050	001-050
370-90-0042	0050	001-050
370-90-0043	0050	001-050
370-90-0044	0050	001-050
370-90-0045	0050	001-050
370-90-0046	0050	001-050
370-90-0047	0050	001-050
370-90-0048	0050	001-050
370-90-0049	0050	001-050
370-90-0050	0050	001-050
370-90-0051	0050	001-050
370-90-0052	0050	001-050
370-90-0053	0050	001-050
370-90-0054	0050	001-050
370-90-0055	0050	001-050
370-90-0056	0050	001-050
370-90-0057	0050	001-050
370-90-0058	0017	001-017
370-90-0059	0010	001-010
370-90-0060	0005	001-005

→ Sent to NDC
4/10/01
JMS

Meteorology/General

42. Ozone Samples and Miscellaneous Materials, 1958-1971. 71 cubic feet.

Arranged inconsistently.

These materials were deposited at the WNRC by ESSA's Systems Plans and Designs Division (W412.1). Three types of records are represented:

First, routine administrative/housekeeping materials.

Second, some very early ozone samples taken between 1949 and 1958 and converted to electronic form in 1968; a 12 percent ozone sample taken between January 1 and July 4, 1968, and an unspecified ozone sample taken during June 1 and 2, 1968.

(Boxes 36-66 and containing primarily undocumented magnetic tape of the unstable 556 BPI configuration.)

Third, materials collected and correspondence exchanged concerning "the ozone issue."

AUTHORIZED DISPOSITION:

- a. Accession No. 370-72A4918, Boxes 1-35: Destroy immediately on approval of this schedule.
- b. Accession No. 370-72A4918, Boxes 36-66: Offer to NOAA's National Climatic Data Center in Asheville, North Carolina. If offer is rejected, destroy immediately.
- c. Accession No. 370-72B4918, Boxes 67-71: Permanent. Transfer immediately to the National Archives on approval of this schedule.

- 43. Professional and Advisory Group/Committee Activities Office of Federal Coordinator for Meteorology Files, 1951-1979. 75 cubic feet.

Unarranged.

These are administrative office files containing several types of materials relating to committee activities. Provenance has been sufficiently damaged in reboxing that one cannot search a given committee without laboriously going through these materials page-by-page. Topics include correspondence relating to specific meetings; minutes including some printed transcripts of proceedings prepared by ACME reporting company in Washington, D.C.; briefing documents for meetings including printed position papers, and conference proceedings in various forms.

AUTHORIZED DISPOSITION: Destroy immediately on approval of this schedule.

ACCESSION NO.	VOL	BOX NOS.
370-72A6402	0062	001-062
370-81-0003	0013	001-013

- 44. Cooperative Projects, 1965-1989. 14 cubic feet.

Arranged by topic (Interoceanic Canal Project) or by generic subject (logistics, communication training etc.). Country Files are arranged by country and thereunder by subject.

The Interoceanic Canal Project can best be described by quoting the records themselves. Financed by the Atomic Energy Commission, it sought, "To measure, analyze and evaluate the meteorological and radiological features affecting the feasibility of constructing a new interoceanic canal by nuclear means." Weather's Air Resources Laboratory was, "To plan and conduct a meteorological observation program at field stations in Panama and Columbia. . ." (and conduct studies). . . "to determine the areas which will have to be evacuated and the frequency of acceptable weather conditions for the nuclear detonations The project work must be closely coordinated with related studies by the AEC and its contractors, the Corps of Engineers, Panama Canal Company, Sandia Corporation and other groups involved in the feasibility studies. Results and conclusions will be reported to the Interoceanic Canal Study Commission which will present its report to the Congress and the President." The residual three boxes of this accession contain progress reports, correspondence, summaries of meetings and conferences and other materials detailing Weather's role in this project.

The remaining materials relate to the Weather Bureau's program to train personnel in third world countries, such as Iran, Burkina Faso and Chad, to establish and maintain weather observational facilities. Records include copies of the respective agreements, correspondence, and status reports from NOAA personnel who visited the sites.

AUTHORIZED DISPOSITION:

a. Interoceanic Canal Project Files

Permanent. Offer immediately to the National Archives

ACCESSION NO.	VOL	BOX NOS.
370-71A2032	0003	001-003

b. All other materials

Destroy immediately on approval of this schedule.

ACCESSION NO.	VOL	BOX NOS.
370-71B2032	0009	001-009
370-90-0001	0001	001-001
370-90-0062	0001	001-001
370-90-0065	0010	001-010

45. Publications "The Monthly Weather Review," 1872-1966. 13 cubic feet.

Arranged chronologically by volume number.

These cartons contain the publication record set of the "Monthly Weather Review" from 1872-1966.

AUTHORIZED DISPOSITION: Permanent. Transfer to the National Archives immediately on approval of this schedule.

ACCESSION NO.	VOL	BOX NOS.
370-78-0026	0013	001-013

**Operational and Administrative Records
Pertaining to NOAA Research Vessels**

46. Ship Logs (Deck) (Sometimes referred to as weather logs.), 1964-1987. 214 cubic feet.

Arranged by ship and thereunder chronologically. Printouts arranged by year, thereunder by ship, thereunder by month, thereunder by volume, thereunder by box number.

Ship logs traditionally are hardback notebooks in which are recorded certain administrative details regarding the operation of a given ship. (Technical matters concerning the ship's machinery are termed "engine logs.") A Deck Log Remark Sheet and weather observations (Deck Log Observations Sheet) are filled out daily. The level of detail various ranging from hourly notations to omitting entirely all required entries. The use of these logs is for administrative tracking, principally to make certain that ships are where they are supposed to be. Sometimes who is on watch and/or who is on duty is listed. There is never any mention of mission responsibilities although, in one instance, mechanical failure coupled with a fire were described as hindering operations. Modern logs are in printout form, thus indicating that ships now enter required data daily, via a modem, onto a centralized electronic data base.

AUTHORIZED DISPOSITION: Destroy immediately on approval of this schedule.

ACCESSION NO.	VOL	BOX NOS.
370-70A4849	0018	001-018
370-78-0001	0036	001-036
370-82-0034	0012	001-012

*Previously approved authority
still applies
NCI-370-75-4
(1203-05 (C))
LWS
4/14/01*

370-82-0035	0012	001-012
370-86-0001	0012	001-012
370-86-0002	0011	001-011
370-86-0019	0011	001-011
370-86-0020	0012	001-012
370-86-0040	0030	001-030
370-88-0024	0012	001-012
370-89-0024	0010	001-010
370-89-0028	0010	001-010
370-82-0032	0016	001-016
370-91-0005	0012	001-012

47. Ship Logs (Engine room), 1963-1985. 17 cubic feet.

Arranged by name of ship, thereunder chronologically, thereunder by commanding officer, thereunder by number of volumes.

These are original logbooks as entered on forms 280, 285, 2411, and 2489 which contain required mechanical readings. Generally, each logbook holds two months of information. Although the readings were required, the information entered into the logbooks varies from nothing at all to a careful detailing of each entry.

AUTHORIZED DISPOSITION: Destroy when 10 years old.

ACCESSION NO.	VOL	BOX NOS.
370-89-0027	0005	001-005
370-70A4875	0012	001-012

48. Ship Architectural Drawings, 1940-1970. 6 cubic feet.

Arranged numerically by four digit number.

These ship architectural drawings were submitted by the Atlantic Marine Center's New York City office. Six tubes comprise the accession, each one of which contains about 27 drawings.

AUTHORIZED DISPOSITION: Permanent. Transfer immediately to the National Archives on approval of this schedule.

ACCESSION NO.	VOL	BOX NOS.
370-72A3757	0006	001-006 (tubes)

**Administrative Records Pertaining to
Satellite Operation and Maintenance**

49. Satellite Design, Planning and Testing Operations, 1958-1968. 8 cubic feet.

Arranged by subject, expressed by a three digit filing system beginning with 060.

The series consists of a collection of file folders dealing with satellite testing and launch matters. Included are general technical descriptions, photos, and testing details. These materials span the first decade of satellite operations and include copies of releases to the public describing what was going on, some of which were translated into Russian. Details concerning various experiments are also included in addition to a box of assorted papers relating to the establishment of a ground data processing system.

NOTE: The cartons were checked out by the agency on October 20, 1986 which prevents physical inspection of the records.

AUTHORIZED DISPOSITION: To be determined. Not authorized for return or transfer to an FRC.

ACCESSION NO.	VOL	BOX NOS.
370-78-0038	0008	001-008

**Administrative Records Pertaining to
Satellite Operation and Maintenance**

50. Satellite Monitoring Operations, 1976-1982. 296 cubic feet.

Arranged generally by satellite name and date span and thereunder by revolution number or by satellite name and numeric day number.

Satellites are continually monitored to assure that they are functioning properly and transmitting accurate information. Messages sent to or received from a satellite are transcribed with great precision down to the thousandths of a second, designated "MSEC." This information is referred to as "File 6 Master Events," "Polar Spacecraft Daily Schedules," "NOAA-6 (etc.) Events," "Goes-5 Daily Status Report Files," "System Performance and Data Accountability Reports," five element pass summaries (identified by revolution number), "Daily Ground Station Reports," and "Telemetry." The bulk of these materials are printouts.

AUTHORIZED DISPOSITION: Destroy when 10 years old.

ACCESSION NO.	VOL	BOX NOS.
370-79-0029	0090	001-090
370-80-0052	0029	001-029
370-80-0054	0004	001-004
370-81-0017	0031	001-031
370-81-0020	0045	001-045
370-83-0005	0048	001-048
370-83-0004	0046	001-046
370-83-0006	0003	001-003

Data Processing Administration

51. Planning Records, 1965-1969. 8 cubic feet.

Arranged topically according to a three digit filing system.

This is a filing cabinet dump of Management and Planning Branch materials labeled "correspondence, memoranda and reports." The vast majority of materials cover routine correspondence and administrative details such as instructions for implementing the IBM freeze, input for Commerce's annual reports, procurement contracts, materials brought back from professional conventions, and papers relating to contractors.

Mixed in with disposable records, is a tiny minority of permanent materials documenting the evolution of data processing administration. Box 5, file 235, for example, contains a "thinkpiece" on the evolution of agency computers, their physical locations and what they were designed to accomplish as well as the author's philosophy of what automation should be able to achieve. Box 1, file 123 contains a 1969 report of the Technical Evaluation Committee showing what was then state of the art while demonstrating boundless enthusiasm for the future. Box 8 contains a 1967-1969 reading file which shows quite clearly what the branch hoped to accomplish and why.

AUTHORIZED DISPOSITION:

a. Materials documenting the evolution of data processing administration.

Permanent. Transfer immediately to the National Archives on approval of this schedule

ACCESSION NO.	VOL	BOX NOS.
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370-72A2875 0008 001-008

b. All other records.

Destroy immediately on approval of this schedule.

52. Systems Testing and Evaluation, 1979-1980. 6 cubic feet.

Arranged in no discernable order.

Printouts collected by Dr. Charles Swartz of the Systems Development Division relating to the conversion of an NGS Program to the Univac System during 1979-1980. The last box appears to hold the execution commands. Neither documentation nor narrative explanations accompany these printouts.

AUTHORIZED DISPOSITION: Destroy immediately on approval of this schedule.

ACCESSION NO.	VOL	BOX NOS.
370-80-0037	0006	001-006

53. Project Case File Magnetic Tapes, 1963-1989. 17 cubic feet.

Arranged by case file number and thereunder by date.

These magnetic tapes contain neither finding aides, documentation, descriptive materials nor even organizational identification. The only information furnished with either the records or the SF-135s are as follows:

1982 UNGER
SATARC and PEGRID (1969-1984)
AREHHPF, MOSHP, ARCHSUR (1963-1987)

AUTHORIZED DISPOSITION: Destroy immediately on approval of this schedule.

ACCESSION NO.	VOL	BOX NOS.
370-88-0032	0005	001-005
370-89-0001	0005	001-005
370-91-0008	0005	001-005
370-91-0009	0002	001-002

NOAA General/Administrative Records

54. NOAA Issuances Files , 1972-1988. 11 cubic feet.

Arranged numerically by directive number or by chapter or section number, thereunder by circular number, thereunder by date and subject.

Two types of records comprise the series:

First, directives (1972-1974), each one in its own file folder and tabbed with a four digit number.

Second, rescinded directives (1970-1988) that were ordered removed from binders throughout the agency.

AUTHORIZED DISPOSITION: Permanent. Transfer immediately to the National Archives on approval of this schedule.

ACCESSION NO.	VOL	BOX NOS.
370-82-0017	0008	001-008
370-89-0029	0003	001-003

**NOAA General/Administrative Records
Office of Management and Administration**

55. Advisory Committee Records, 1971-1981. 12 cubic feet.

Arranged by committee name.

This is the NOAA-wide parallel to Fisheries-Related Committee Management Case Files as sent in from NOAA operating units. It is a manual committee tracking system used for preparing required reports such as Monthly Membership, Monthly Significant Changes, Committee Management and the Annual Comprehensive Review, all of which were forwarded to Commerce's Assistant Secretary for Administration. This information was also used to satisfy an additional requirement that NOAA periodically certify whether or not each committee should continue to exist.

Records are not consistent. Some, like the National Advisory Committee on Oceans and Atmosphere (NACOA) are quite extensive with transcripts of meetings, correspondence, and annual progress evaluations. The vast majority, however, have very little in their respective file folders except, typically, notices of when they meet and some statement of general purpose. There are also some separate correspondence

folders as well as a separate section on cancelled committees.

AUTHORIZED DISPOSITION: Destroy when 15 years old.

ACCESSION NO.	VOL	BOX NOS.
370-82-0018	0003	001-003
370-81-0032	0002	001-002
370-86-0033	0007	001-007

56. International and Bilateral Oceanographic Relations, 1959-1984. 22 cubic feet.

Arranged vaguely by topic

These materials document cooperative research agreements entered into between Commerce/NOAA and foreign countries.

There are numerous materials, for example, documenting the evolution of UNESCO's Intergovernmental Oceanographic Commission which sponsored GARP and was greatly interested in sea pollution issues. (For a discussion of the project itself, refer to the GATE/GARP series.)

There is also considerable emphasis placed upon the 1974 U.S./French cooperative agreement to explore the ocean floor.

Typical of the smaller agreements in this series is one entered into in 1980 whereby a Seattle-based NOAA ship assisted the Government of Ecuador in collecting water temperature and other related readings.

AUTHORIZED DISPOSITION: Permanent. Transfer to the National Archives as scheduled.

ACCESSION NO.	VOLBOX	NOS.
370-86-0006	0005	001-005
370-86-0007	0004	001-004
370-86-0009	0001	001-001
370-88-0038	0012	001-012

57. Materials Generated by Other Federal Agencies, 1977-1985. 7 cubic feet.

Arranged chronologically.

This series comprises two accessions of materials sent as a courtesy to the Secretary of Commerce who in turn parceled them out to interested parties.

First, are EPA records, known as OLIN files, relating to Army generated DDT pollution on or around the Redstone Arsenal in Alabama.

Second, are copies of grant applications sent by the State Department, via the Science Attache at the American Embassy in Tel Aviv, which were forwarded to NOAA's Director of Internal Affairs.

AUTHORIZED DISPOSITION: Destroy immediately on approval of this schedule.

ACCESSION NO.	VOL	BOX NOS.
370-84-0001	0006	015-020
370-86-0008	0001	001-001