

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	NI-370-97-1
1. FROM (Agency or establishment) National Oceanic and Atmospheric Administration		DATE RECEIVED	8-4-97
2. MAJOR SUBDIVISION National Marine Fisheries Service		NOTIFICATION TO AGENCY	
3. MINOR SUBDIVISION		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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.	
4. NAME OF PERSON WITH WHOM TO CONFER	5. TELEPHONE	DATE	ARCHIVIST OF THE UNITED STATES
Annie Baker	(301) 713 - 3540	11-19-97	<i>John W. Paul</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 1 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
7-30-97	<i>Annie Baker</i>	Records Management Officer

7. ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
7.	See Attached Page Chapter 1512		

1512-08 **Inspection Files**

- a. **Formal documents pertaining to inspections including inspection certificates, related daily inspection reports and score sheets, plant production summaries, general plan survey reports, quality control plans, final inspection reports, and related correspondence.**

AUTHORIZED DISPOSITION: Close files at the end of each calendar year. Destroy 5 years after closure.

- b. **Preliminary sanitation information as described in NOAA Handbook 25, Fishery Products Inspection Manual, including reporting forms such as NOAA Forms 89-813, 89-825, 89-825A, 89-809 or their equivalents.**

AUTHORIZED DISPOSITION: Destroy when superseded or obsolete.