

REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

LEAVE BLANK	
JOB NO NCL-38-80-3	
DATE RECEIVED 4-1-80	
NOTIFICATION TO AGENCY	
In accordance with the provisions of 44 U.S.C. 3303a the disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10.	
<i>4-7-80</i> <i>James E. O'Neil</i> Date <i>acting</i> Archivist of the United States	

TO: **GENERAL SERVICES ADMINISTRATION,
NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408**

1. FROM (AGENCY OR ESTABLISHMENT)
DEPARTMENT OF THE NAVY

2. MAJOR SUBDIVISION
OFFICE OF THE CHIEF OF NAVAL OPERATIONS

3. MINOR SUBDIVISION
NAVAL RECORDS MANAGEMENT DIVISION

4. NAME OF PERSON WITH WHOM TO CONFER

Mrs. Cindy Wenberg

5. TEL. EXT

695-1948

6. CERTIFICATE OF AGENCY REPRESENTATIVE:

I hereby certify that I am authorized to act for this agency in matters pertaining to the disposal of the agency's records; that the records proposed for disposal in this Request of 3 page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified.

A Request for immediate disposal.

B Request for disposal after a specified period of time or request for permanent retention.

C. DATE MAR 24 1980	D. SIGNATURE OF AGENCY REPRESENTATIVE <i>[Signature]</i>	E. TITLE Director, Naval Records Mgmt. & Admin. Services Div.
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7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
	<p><u>USN XXXXXXXXXX DECK LOGS</u></p> <p>Journals maintained by an officer-of-the-watch or his junior and constituting a detailed first hand account of day-to-day events and activities with which the deck or navigating department is concerned. They include, as appropriate, information and data regarding orders under which the ship is operating and character of duty in which engaged; significant changes in the state of the sea and weather; courses and speeds of the ship; tactical formation of ships in company; draft; soundings; zone descriptions; particulars of anchoring and mooring; changes in ship's personnel; damage or accident to the ship, its equipage, or cargo; deaths or injuries; meetings and adjourning or recessing of courts-martial and other formal boards; and arrests, suspensions, and restorations to duty.</p> <p>This disposition request provides for the archival preservation of certain logs, the destruction of others after a specified period of time, and, in the case of current logs, their conversion to microfiche.</p>		

*Copy to agency
NMM*

7/1/80

Request for Records Disposition Authority - Continuation

JOB NO.

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7. ITEM NO	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
1.	<p>8*</p> <p>USN Deck Logs, 1946-77. These logs, which total approximately 11,400 cubic feet, are in the form of bound volumes and are stored in various accessions at the Washington National Records Center. They are arranged by year and thereunder alphabetically by name of ship.</p> <p>a. Deck logs of all warships, ^{including} amphibious warfare ships, patrol craft, mine warfare craft, and other combatant vessels.</p> <p>PERMANENT. Offer to NARS when 75 years old.</p> <p>b. Deck logs of all auxiliary vessels, service and yard craft, and similar vessels that perform logistic and support functions.</p> <p>TEMPORARY. Destroy when 50 years old.</p>	SECNAVINST P5212.5B Part III 3100(2)(a)	
2.	<p>9*</p> <p>USN Deck Logs, 1978-. These logs are microfilmed monthly upon receipt by CNO, which is followed by the destruction of the hardcopy. The microfilmed logs are arranged in annual blocks and thereunder by month and then alphabetically by name of ship.</p> <p>a. Hardcopy.</p> <p>(1) TEMPORARY. Logs for 1978-1979 1979. Destroy January 1, 1981, after the evaluation of the effectiveness of the microfilm operation has been completed.</p> <p>(2) TEMPORARY. Other than as provided in the above, destroy after the microfilm copy has been verified for completeness and accuracy.</p> <p>b. Microfilmed Copies.</p> <p>(1) Deck logs of all warships, ^{including} amphibious warfare ships, patrol craft, mine warfare craft, and other similar combatant vessels.</p> <p>(a) PERMANENT. Master and one positive copy. Transfer to the Washington National Records Center ^{annually} in 6 month increments (Jan-Jun, Jul-Dec). Offer to NARS when 75 years old.</p>		

*Amended 10/25/88 JM
copies to
WNRC & NDM

Request for Records Disposition Authority - Continuation

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7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO	10. ACTION TAKEN
3.	<p>(b) TEMPORARY. Reference copies. Destroy when 50 years old.</p> <p>(2) Deck logs of all auxiliary vessels, service and yard craft, and similar vessels that perform logistic and support functions.</p> <p>TEMPORARY. Destroy when 50 years old.</p> <p>This certifies that these logs will be micro- filmed in accordance with the standards set forth in 41 CFR 101-11.506 and stored in accordance with 101-11.507 and 101-11.508. The first inspection of the microfilm, was required by 101- 11.507-2, will take place in December 1980.</p>		