

REQUEST FOR RECORDS DISPOSITION AUTHORITY <i>(See Instructions on reverse)</i>		LEAVE BLANK	
TO: GENERAL SERVICES ADMINISTRATION NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408		JOB NO. N1-127-89-1 <i>7</i>	DATE RECEIVED 11/16/89
1. FROM (Agency or establishment) Navy Department		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disposal request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10. If no records are proposed for disposal, the signature of the Archivist is not required.	
2. MAJOR SUBDIVISION Headquarters, Marine Corps			
3. MINOR SUBDIVISION Marine Corps Historical Center			
4. NAME OF PERSON WITH WHOM TO CONFER	5. TELEPHONE EXT.	DATE 11/29/89	ARCHIVIST OF THE UNITED STATES <i>Claudia J. [Signature]</i>
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 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, if required under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies, is attached.

A. GAO concurrence: is attached; or is unnecessary.

B. DATE 11-7-89	C. SIGNATURE OF AGENCY REPRESENTATIVE <i>[Signature]</i> E. W. BALLER, Captain, U.S. Navy Head, Records Management Directorate	D. TITLE Naval Data Automation Command Washington Navy Yard, Bldg. 166 Washington, DC 20374-1662
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7. ITEM NO.	8. DESCRIPTION OF ITEM <i>(With Inclusive Dates or Retention Periods)</i>	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN <i>(NARS USE ONLY)</i>
1.	<p>Field Interviews. Interviews of Marine Corps active duty personnel or civilians in a duty status conducted at Marine Corps field commands by command personnel or by Marine Corps historians. Interviews concern current operations, important events or policies.</p> <p>a. Sound tapes: Should be in format specified by 36 Code of Federal Regulations, Ch. 1232.4.</p> <p>Permanent. Transfer to the National Archives when 30 years old.</p> <p>b. Transcripts:</p> <p>Permanent. Transfer to the National Archives with related tapes.</p> <p>c. Documentation sheets. Sheets that each field officer is required to provide with each interview. The sheets contain the name, date, place of interview and a brief synopsis of the interview.</p> <p>Permanent. Transfer to the National Archives when 30 years old, when related tapes are transferred.</p> <p>d. Listings of field interviews originally published in</p>		

REQUEST FOR RECORDS DISPOSITION AUTHORITY – CONTINUATION

JOB NO.

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	<p>Marine Corps Bulletins.</p> <p>Permanent. Transfer to the National Archives when 30 years old, when related tapes are transferred.</p> <p>e. Card Index used as a finding aid for field interviews.</p> <p>Permanent. Copies of relevant cards should be transferred with related accessions of audio tapes.</p> <p>Accessions in the WNRC covered by this schedule are: 127-73-A2327; 127-74-0083; 127-74-0089; 127-74-0091; 127-74-0092; and 127-80-0040. Cassette tapes included in these accessions, although not in archival format, are permanent and should be transferred to the National Archives when 30 years old.</p>		