

# NOTICE - SOME ITEMS SUPERSEDED OR OBSOLETE

Schedule Number: N1-NU-07-016

Some items in this schedule are either obsolete or have been superseded by new NARA approved records schedules. This information is accurate as of: 11/22/2021

## **ACTIVE ITEMS**

These items, unless subsequently superseded, may be used by the agency to disposition records. It is the responsibility of the user to verify the items are still active.

Item 2, USMC MAXIMO (USMC MAX), Daily, Weekly and Monthly Reports (Outputs in paper)

## **SUPERSEDED AND OBSOLETE ITEMS**


The remaining items on this schedule may no longer be used to disposition records. They are superseded, obsolete, filing instructions, non-records, or were lined off and not approved at the time of scheduling. References to more recent schedules are provided below as a courtesy. Some items listed here may have been previously annotated on the schedule itself.

DAA-NU-2015-0011-0012 supersedes item 1

<b>REQUEST FOR RECORDS DISPOSITION AUTHORITY</b> (See Instructions on reverse)		<b>LEAVE BLANK (NARA use only)</b>	
TO NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) WASHINGTON, DC 20408		JOB NUMBER <i>NI-NU-07-16</i>	
1 FROM (Agency or establishment) DEPARTMENT OF THE NAVY		DATE RECEIVED <i>9/17/07</i>	
2 MAJOR SUBDIVISION UNITED STATES MARINE CORPS		NOTIFICATION TO AGENCY	
3 MINOR SUBDIVISION ADMINISTRATIVE AND RESOURCES DIVISION (ARDB)			
4 NAME OF PERSON WITH WHOM TO CONFER HELENA A GILBERT <i>Helena Gilbert</i>	5 TELEPHONE 703-614-1081	DATE <i>26 409</i>	ARCHIVIST OF THE UNITED STATES <i>Helen Winstanley</i>

6 AGENCY CERTIFICATION  
I hereby certify that I am authorized to act for this agency in the matters pertaining to the disposition of its records and that the records proposed for disposal attached \_\_\_\_\_ page(s) are not 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 Manuel for Guidance of Federal Agencies,

is not required,  is attached, or  has been requested

DATE <i>9-5-07</i>	SIGNATURE OF AGENCY REPRESENTATIVE 	TITLE <i>Director of Records</i>
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7. ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
1	SEE ATTACHMENT SSIC 11300.12 MARINE CORPS FACILITIES ASSET MANAGEMENT PROGRAM	N/A	
<i>le 2/17/08 copies sent to agency &amp; NWIMU</i>			

SSIC 11300.1212. MARINE CORPS FACILITIES ASSET MANAGEMENT PROGRAM

USMC MAXIMO (USMC MAX) is the current information system used to document the accomplishment of assigned responsibilities for the development, maintenance and administration of utilities and services. The system contains nine modules: Work Order Management, Preventive Maintenance, Inventory Control, Equipment, Purchasing, Plans, Resources, Business Analysis & Key Performance Indicators.

a. For purpose involving USMC MAX, the term "closed/completed records" refers to files in the USMC MAX archive file

1 Temporary. Close completed records annually, Destroy when 5 years old.

b. Daily, Weekly and Monthly Reports (Outputs in paper)

2 Destroy when no longer needed for reference purposes.

Enclosure(9)