

# NOTICE - SOME ITEMS SUPERSEDED OR OBSOLETE

## **Schedule Number: N1-NU-90-5**

Some items in this schedule are either obsolete or have been superseded by new NARA approved records schedules. This information is accurate as of: 1/12/2023

### **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These items, unless subsequently superseded, may be used by the agency to disposition records.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.

All other items remain active.

### **SUPERSEDED AND OBSOLETE ITEMS**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 They are superseded, obsolete, filing instructions, non-records, or were lined off and not approved at the time of scheduling.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.

N1-NU-90-5 / 1080/3/B/1 was superseded by DAA-NU-2015-0001-0004.

N1-NU-90-5 / 1080/3/B/2 was superseded by DAA-NU-2015-0001-0004.

**REQUEST FOR RECORDS DISPOSITION AUTHORITY**  
(See Instructions on reverse)

LEAVE BLANK

JOB NO.

NI-NU-90-5

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

DATE RECEIVED

7-18-90

1. FROM (Agency or establishment)

DEPARTMENT OF THE NAVY

2. MAJOR SUBDIVISION

3. MINOR SUBDIVISION

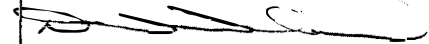
4. NAME OF PERSON WITH WHOM TO CONFER

5. TELEPHONE EXT.

DATE

8/1/90

ARCHIVIST OF THE UNITED STATES



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 \_\_\_\_\_ 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

7/11/90

C. SIGNATURE OF AGENCY REPRESENTATIVE

  
E.W. BALLER, CAPT., USN, DONIRM

D. TITLE

DEPARTMENT OF THE NAVY  
RECORDS MANAGER

7. ITEM NO.

8. DESCRIPTION OF ITEM  
(With Inclusive Dates or Retention Periods)

9. GRS OR SUPERSEDED JOB CITATION

10. ACTION TAKEN (NARS USE ONLY)

REVISION OF SSIC 1080.3 TO PROVIDE DISPOSITION INSTRUCTIONS FOR RECORDS LEFT DISPOSITION NOT APPROVED IN CHAPTER 1 OF SECNAV INST 5212.5C. Also SSIC 1080.6a.

(See attached sheet)

SSIC 1080.3. PERSONNEL DIARIES AND PERSONNEL TRANSACTION SUMMARIES. Original personnel diaries forwarded to EPMAC and monthly personnel transactions produced by EPMAC.

b. Microfilm or Microfiche Master Negative Maintained by EPMAC and 1 Positive Copy.

1. Silver negative and one diazo copy.

Disposition: PERMANENT. Transfer to WNRC 6 months after microfilming/microfiching. Transfer to National Archives in 5 year blocks when most recent record is 25 years old.

2. Card indexes and other finding aids.

Disposition: PERMANENT. Transfer to National Archives when all records to which finding aids relate have been transferred.

SSIC 1080.6 MARINE CORPS UNIT DIARIES (NAVMC 10793). Chronological summary of all events happening in a Marine Corps unit.

a. Original Microfilmed Unit Diaries and 1 Positive Copy.

1. Silver negative and one diazo copy.

Disposition: PERMANENT. The Deputy Chief of Staff for Manpower (Code MSRB) will transfer to WNRC after the film has been verified. Transfer to National Archives in 5 year blocks when most recent record is 25 years old.

2. Card indexes and related finding aids.

Disposition: PERMANENT. Transfer to National Archives when all records to which finding aids relate have been transferred.

Records will be filmed, inspected, and maintained in accordance with 36 CFR 1230.