

REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

SAVE BLANK	
JOB NO NC1-NU-84-6	
DATE RECEIVED 7-20-84	
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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10.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>Bell</i> Date	<i>Robert H. Adams</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 Navy

2. MAJOR SUBDIVISION
Chief of Naval Operations

3. MINOR SUBDIVISION
Naval Records & Information Management Division

4. NAME OF PERSON WITH WHOM TO CONFER
Mildred Grissom

5. TEL. EXT.
692-4875/6

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.

A Request for immediate disposal.

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

C. DATE 7/18/84	D. SIGNATURE OF AGENCY REPRESENTATIVE <i>JR Adams</i>	E. TITLE Director, Naval Records & Information Management Department, NAVDAC, Code 17
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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>Disposal of Navy and Marine Corps Records (SECNAVINST 5212.5B, Part III)</p> <p>Chapter 4 Logistics Maintenance, Construction and Conversion Paragraph 4700(3)</p> <p>SHIPS CASE FILES submarines, non-combatant submersibles and support ships, boats and craft, carriers, amphibious and auxiliaries, Battleships destroyers, cruisers, service craft.</p> <p>(a) Documentation of design and construction of new ships from concept formulation through delivery to Fleet. Documentation includes conceptual studies, preliminary design, support plan, Logistics objectives, performance parameters, areas of risk alternatives, SECDEF approvals, estimates of costs, Life cycle costs, potential benefits, fiscal guidance, review confirming need.</p> <p>1. At Office of the Project Manager.</p> <p><i>Mass Data Change sheet NOT needed</i></p>		

115-107
*NAVY COPY sent
03 on 10/29/84*

Request for Records Disposition Authority - Continuation		JOB NO.	PAGE OF
7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
	<p>a. Class type ships</p> <p>b. All others</p> <p>2. At other offices and activities.</p> <p>(b) Documentation of overall management of construction (including the duration of intensive management), technical direction, engineering and control, Life cycle management including integration and test evaluation, planning, programming, budget and contracting support, managing procurement and production acceptance, establishment and implementation of Logistics support, training, technical data services, fleet Liaison and test and evaluation execution. Documents include work tasks, schedules, cost estimates, procurement requests, control and planning documents, test reports, progress reports and contract administration documents. At office of the Project Manager and all other offices and activities.</p> <p>(c) Records documenting the overhaul, modernization, repair, activation, deactivation, maintenance and logistics support of naval ships at office of Naval Sea Systems Command Logistics Manager.</p>	<p>Permanent. Transfer to WNRC when 4 years old. Offer to National Archives when 30 years old.</p> <p>Transfer to WNRC when 4 years old. Destroy when 30 years old.</p> <p>Retain on board. Destroy when 2 years old.</p> <p>1. Class-type ships: Disposition Not Authorized Retire to WNRC when no longer needed.</p> <p>2. All other ships: Retain on board. Destroy when 2 years old or when no longer needed for local reference. When cognizance of ship is transferred, transfer to new office.</p>	<p>Disposition Not Authorized</p>

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JOB NO.

PAGE OF

7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
	<p><u>1.</u> Class-type ships</p> <p>PERMANENT. Transfer to WNRC when 4 years old, offer to National Archives when 30 years old.</p> <p><u>2.</u> All other ships</p> <p>(d) Records documenting the maintenance, repair, construction of individual vessels. Consist of copies of repair, alteration, and other requests, copies of bids and specifications, inspection and departure reports, material inventories, and other similar reports and papers, related correspondence at naval shipyards, facilities and other activities concerned with the upkeep, maintenance, repair alteration, and readiness of vessels and other craft.</p>	<p><i>Disposition Not Authorized</i></p> <p><i>covered by</i></p>	