

Request for Records Disposition Authority (See Instructions on reverse)		Leave Blank (NARA Use Only)	
To National Archives and Records Administration (NIR) Washington, DC 20408		Job Number N1-026-12-1	Notification to Agency In accordance with the provisions of 44 U.S.C. 3303a, the disposition request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10
1 From (Agency or establishment) Department of Homeland Security		Date Received 11/7/11	
2 Major Subdivision United States Coast Guard			
3 Minor Subdivision U. S. Coast Guard Office of Search and Rescue (C		Date 10/22/11	
4 Name of Person with whom to confer Mr. Richard Schaefer	5 Telephone (include area code) 202-372-2079	Archivist of the United States <i>[Signature]</i>	

6 Agency Certification

I hereby certify that I am authorized to act for this agency in matters pertaining to the disposition of its records and that the records proposed for disposal on the attached _____ 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, under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies

is not required is attached has been requested

Signature of Agency Representative <i>Pamela G. Norman</i>	Title US Coast Guard Records Officer	Date (mm/dd/yyyy) 11/03/2011
---------------------------------------------------------------	------------------------------------------------	----------------------------------------

7 Item Number	8 Description of Item and Proposed Disposition	9 GRS or Superseded Job Citation	10 Action taken (NARA Use Only)
1	<p>Add to N1-026-06-07; after approval, will include in the Coast Guard comprehensive records control schedule, Commandant Instruction Manual 5212.12A.</p> <p>SSIC 16100 Search and Rescue Case Files. Item 2a Historically Significant Cases Item 2b All other Routine Case Files.</p> <p>Add 2 a. (4) Records serving as MISLE input (2003 to present) Not entered completely into MISLE; not verified in MISLE.</p> <p>Proposed Disposition Instruction: Permanent. Cut-off at the end of the calendar year in which the SAR case is closed, transfer to the FRC 3 years after cutoff. Transfer to NARA 15 years after cutoff.</p>		
2	<p>Add 2 b. (4) Records serving as MISLE input (2003 to present) Not entered completely into MISLE; not verified in MISLE.</p> <p>Proposed Disposition Instruction: Temporary. Cutoff at the end of the calendar year in which the SAR case is closed. Transfer to the FRC 3 years after cutoff. Destroy 15 years after cutoff.</p>		