

N1-26-89-01

REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

LEAVE BLANK

JOB NO

DATE RECEIVED

6-8-1989

NOTIFICATION TO AGENCY

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

1. FROM (Agency or establishment)
Department of Transportation

2. MAJOR SUBDIVISION
U. S. Coast Guard

3. MINOR SUBDIVISION
Office of Chief Counsel

4. NAME OF PERSON WITH WHOM TO CONFER

Juanita E. Morey

5. TELEPHONE EXT.

267-2328

DATE

10/3/89

ARCHIVIST OF THE UNITED STATES

In accordance with the provisions of 44 USC 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disposal request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.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.

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

June 5, 1989

C. SIGNATURE OF AGENCY REPRESENTATIVE

D. TITLE

U. S. Coast Guard
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 GRS OR SUPERSEDED JOB CITATION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)

1. Coast Guard Court Martial Index Card Finding Aid. Cards provide information on individual cases, specifically, docket entries; name and SSN of the accused; alleged offenses; trials and decisions; sentences; and review by convening authority. Cards are arranged by type of court martial (special; summary; general court martial; courts martial referred to appellate review) and thereunder alphabetically by surname of individual. Accumulation to date: 2 cubic feet. Annual accumulation: negligible. (DOT/CG 510) (N1-26-89-01P) Disposition: PERMANENT:

a. 1945 - 1988 cards. ~~xxxxxxx~~ Transfer to NARA in 2020.

b. Cards post - dating 1988. 25 - 30 years old. Transfer to NARA in 5 years blocks when ~~25 years old.~~ 25-30 years old

2. Coast Guard Automated Quarterly Courts Martial Statistical Reports. Work file reporting my quarter individuals convicted by court martial, offense, and judicial action.

Disposition: TEMPORARY: Destroy when no longer needed for current operations.

copies sent to agency, RM, MM, MW 11/1/89

3. Coast Guard Automated Quarterly Summary of Major Offenses Charged. Work file reporting by quarter major offenses charged in court martial convictions.

Disposition: TEMPORARY: Destroy when no longer needed for current operations.