

REQUEST FOR RECORDS DISPOSITION AUTHORITY
 (See Instructions on reverse)

LEAVE BLANK

JOB NO

NC1-26-81-2

DATE RECEIVED

May 22, 1981

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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10

6-2-81
Date

[Signature]
Archivist of the United States

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 BOATING, PUBLIC AND CONSUMER AFFAIRS

4. NAME OF PERSON WITH WHOM TO CONFER

5. TEL EXT
 (202)
 426-1080

MR. RAY A. FRANSEEN

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 02 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 <i>4/29/81</i>	D. SIGNATURE OF AGENCY REPRESENTATIVE <i>[Signature]</i>	E. TITLE CHIEF, MANAGEMENT ANALYSIS DIVISION
G. D. PASSMORE, CAPT, USCG		

APR 30 1981

7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO	10. ACTION TAKEN
	The purposes of this request are to amend items 69 and 70 in the Headquarters Records Control Manual (HQINST M5212.6); to delete item 71; and to obtain authority to destroy, after microfilming, the paper record copies of documents under the amended items 69 and 70.	NC1-26-76-2, Items 69-71.	5 items

*Closed Out: 7-16-81: K.T. J.
 Copy to Agency*

Request for Records Disposition Authority—Continuation

JOB NO

PAGE OF 2
2

7. ITEM NO	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO	10. ACTION TAKEN
	(Proposed revision of HQINST M5212.6, Items 69 - 71)		
	<u>Description of Records</u>	<u>Authorized Disposition</u>	
69.	Boating accident investigations case files of fatal boating accidents, including related documents and photographs.		
	a. Paper documents.	DESTROY after case file is microfilmed in accordance with FPMR 101-11-5 (applying standards for non-permanent records to be held 10 years or more) and quality content edit of microfilm is completed.	
	b. Photographs and photographic negatives.	DESTROY when 10 years old.	
	c. Microfilm of paper documents.	DESTROY when 10 years old.	
70.	Boating Accident Reports involving personal injuries or property damage.		
	a. Paper documents.	DESTROY after report is microfilmed in accordance with FPMR 101-11.5 (applying standards for non-permanent records to be held 10 years or more) and quality content edit of microfilm is completed.	
	b. Microfilm of paper documents.	DESTROY when 10 years old.	
71.	RESERVED.		