

<b>REQUEST FOR RECORDS DISPOSITION AUTHORITY</b> (See instructions on reverse)		<b>LEAVE BLANK (NARA use only)</b>	
TO: NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) WASHINGTON, DC 20408		JOB NUMBER NI-311-92-11	DATE RECEIVED 4-3-92
1. FROM (Agency or establishment) Federal Emergency Management Agency		NOTIFICATION TO AGENCY	
2. MAJOR SUBDIVISION State and Local Programs		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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.	
3. MINOR SUBDIVISION			
4. NAME OF PERSON WITH WHOM TO CONFER Ed Sias	5. TELEPHONE 646-2626	DATE 5-15-93	ARCHIVIST OF THE UNITED STATES <i>Cathy Hunkamp Peters</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 1 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; or  has been requested.

DATE 4-1-92	SIGNATURE OF AGENCY REPRESENTATIVE <i>Alfred E. Warren</i>	TITLE RECORDS OFFICER
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7. ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
	Add the attached electronic system to FEMA's Record Schedule (FEMA Manual 5400.4) to subject Disaster Assistance Programs (DAP).		

*Copies sent to agency, NN-W, NST, NSX, NIA 5/19/93*

National Shelter Survey Program is an electronic data base that contains information on structures designated as suitable shelter from nuclear effects and/or certain natural disasters.

The program will be terminated at the end of FY-92.

DISPOSITION: PERMANENT. Cutoff at end of FY-92. Transfer final updated tape with documentation to National Archives.

41-311-92-11

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CD 91-383

ELECTRONIC RECORDS		1. SYSTEM TITLE National Facility Survey/Reception and Care, NFS-RAC, Survey System	
2. PROGRAM OFFICE SL-OE-SD-FE	3. RESPONSIBLE PROGRAM OFFICIAL Lida Whitaker-Sheppard	4. OFFICIAL RESPONSIBLE FOR SYSTEM Mary R, Mattingly	
5. PURPOSE OF SYSTEM The NFS/RAC data base files contain records with information on structures designated as suitable shelter from nuclear effects and/or certain natural disasters, as defined by FEMA.			
6. INFORMATION CONTENT Files contain specific information on each building surveyed in accordance with FEMA Manual 9620.1, National Shelter Survey Instructions.			
7. INPUTS (Include inputs from other systems) Inputs include information from FEMA Form 85-5, 85-36, 85-42, and 85-28, as well as electronic input of this same information from the Autocheck Survey Information System as described in FEMA Manual 1520,9,		RECOMMENDED DISPOSITION OF INPUTS Hard copy of these inputs are saved at the State level and used when updating database.	
8. OUTPUTS (Include outputs to other systems and disks) Yearly an entire listing of all information contained on the database is printed and distributed at the Regional and State level. Monthly update listings are also produced and distributed to Regions and States. Special requests are also produced as required, Microfiche is also produced when resources are available.		RECOMMENDED DISPOSITION OF OUTPUTS Keep until replaced,	
9. REMARKS The National Shelter Survey Program will be unfunded for FY 93. The final run of the database will be updated and copied on to tape on or before September 1992. This tape will contain all updates to the National Database from approximately 1960 to present.			
10. PREPARER'S NAME Mary R, Mattingly	11. OFFICE SYMBOL SL-OE-SD-FE	12. PHONE NUMBER 646-3089	13. DATE 12-30-91