

**REQUEST FOR RECORDS DISPOSITION AUTHORITY**

*(See Instructions on reverse)*

LEAVE BLANK

JOB NO

N1-57-88-1

DATE RECEIVED

11-30-87

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

1 FROM (Agency or establishment)

Department of Interior

2 MAJOR SUBDIVISION

U.S. Geological Survey

3 MINOR SUBDIVISION

Geologic Division

4 NAME OF PERSON WITH WHOM TO CONFER

Geraldine A. Wilson

5 TELEPHONE EXT

648-7309

DATE

1/26/89

ARCHIVIST OF THE UNITED STATES



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disposal request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.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 7 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 23 11/1/87	C SIGNATURE OF AGENCY REPRESENTATIVE <i>Geraldine A. Wilson</i>	D TITLE Paperwork Management Officer
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7 ITEM NO	8 DESCRIPTION OF ITEM <i>(With Inclusive Dates or Retention Periods)</i>	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN <i>(NARS USE ONLY)</i>
	<p>This SF-115 provides disposition instructions for seismic records created and received by the Geologic Division of the U.S. Geological Survey. The records series include those transferred from the National Oceanic and Atmospheric Administration.</p> <p>Note: The records described herein are those created/maintained by the Branch of Global Seismology and Geomagnetism, Central Region, Denver, Colorado. A subsequent schedule will be submitted covering those records created/maintained by seismologist in the Western Region, Menlo Park, California.</p> <p>All changes to this schedule have been approved by</p> <p style="text-align: right;"><i>Richard S. Wood</i> 12/14/88 NARA Appraiser</p> <p style="text-align: right;"><i>J. A. Wilson</i> 12/14/88 USGS Records Officer</p> <p style="text-align: right;">(28 items)</p>		

*copies sent to agency, NMA, NMX, NNT, NCF*

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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)
1900-51	<p><u>Historical Seismograms</u></p> <p>Seismograms recorded through 19<del>63</del><sup>75</sup> at various locations in the United States prior to the establishment of the Worldwide Network of Standardized Seismograph Stations. These records were originally collected by the U.S. Coast and Geodetic Survey. Beginning in 1979, the records were transferred to the National Geophysical and Solar-Terrestrial Data Center of the National Oceanic and Atmospheric Administration for microfilming. In October 1985, responsibility for the Historical Seismogram Filming Project and for the records involved in it was transferred to the U.S Geological Survey.</p> <p>Dates: 1901-19<del>03</del><sup>75</sup>; Arr: by station and thereunder chronologically; Format: photographic original stored in 2" x 12" x 36" boxes.</p> <p>a. <u>Hard Copy - Unmicrofilmed Seismograms.</u> (650 cu. ft.) PERMANENT. Offer to Archives by 1995.</p> <p>b. <u>Hard Copy (approx. 400 cu. ft.) - Seismograms filmed as station-years.</u> PERMANENT. Offer to Archives by 1990.</p> <p>c. <u>Hard Copy (approx. 250 cu. ft.) - Seismograms filmed as selected events.</u> PERMANENT. Offer to Archives by 1990.</p> <p>d. <u>Microfilm of Historical Seismograms.</u> One copy of microfilm of station-year and selected events is produced. This copy is used for reference and duplication.  DESTROY in agency when reference need expires.</p>		* or independent of
1900-52	<p><u>Standardized Seismograms from WWSSN.</u></p> <p>Seismograms recorded by stations participating in the Worldwide Network of Standardized Seismographs, which was established in 1961. Most of the participating stations are not federally operated. USGS and other Federal agencies have operated a total of eight stations in the network. USGS also stores seismograms from several privately-owned stations in the network. (NOTE: It is necessary to retain hard copy as indicated below, because of requests for original hard copy for purposes of digitization for several years after recording.)</p>		

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1900-52 (cont'd.)	<p>a. <u>Hard Copy Seismograms</u> from USGS-operated stations 1961-present; arranged station-month/box; Quantity: approx. 1,000 cu. ft.; Rate of accumulation: approx. 3 cu. ft. per year per station; No. of stations - 8 or less.</p> <p>Cut off file at end of FY. TRANSFER to FRC 1 year after file break. DESTROY 10 years from date of latest record retired.</p> <p>b. <u>Hard Copy of Privately-recorded Seismograms</u> for which USGS assumes custody 1965-present; arranged station-month/box; Quantity: approx. 500 cu. ft.; Rate of accumulation: approx. 3 cu. ft. per station per year.</p> <p>Cut off file at end of FY. TRANSFER to FRC 1 year after file break. DESTROY 10 years from latest date of record retired.</p> <p>c. <u>Hard Copy Seismograms</u> from all other WSSN stations (from 1963).</p> <p>Return to station of origin when microfilming is complete and verified.</p> <p>d. <u>Microfilm of Seismograms from WSSN Stations.</u></p> <p>(1) <u>Master Copy of Microfilm</u> of stations operating from 1962 through June 1978; arranged by station month; format 70mm silver halide original negative 100 ft. roll film; Quantity: 400 cu. ft.</p> <p>PERMANENT. Offer to Archives upon approval of this SF 115.</p> <p>(2) <u>Reference Microfilm Copies</u> of operating stations from 1962 through June 1978 used to fill user requests.</p> <p>DESTROY in agency when no longer required for reference.</p> <p>(3) <u>Master Copy of Microfilm</u> of operating stations from July 1978 to present: Quantity 50 cu. ft; Arranged by station month; Format: 105mm silver halide original negative, 24-frame fiche and 100 ft. reels; Rate of accumulation: 3-4 cu. ft. per year.</p>		

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1900-52d(3) (cont'd.)	<p>PERMANENT. Transfer immediately to FRC film dated 1978 through 6/85; break file annually at close of FY. Transfer to FRC 1 year after break; offer to Archives 10 years after files break.</p> <p>(4) <u>Reference copy of microfilm</u> of operating stations from July 1978 to present used to fill user requests.</p> <p>DESTROY in agency when no longer required for reference.</p>		
1900-53	<p><u>Single Component Seismograms from USSN.</u></p> <p>Records of short period vertical motion of the earth's surface recorded at 20-100 stations in the U.S. Seismic Network. The USSN was established in 1975.</p> <p>a. <u>Hard Copy Seismograms</u> from 20 USSN stations; 1975 - present; Arranged chronologically by station; Format: heated pen paper; Rate of accumulation: approximately 30 cu. ft. per year; Quantity to date: 300 cu. ft.</p> <p>Break file annually at close of FY. Transfer to FRC 2 years after file break. DESTROY 10 years after file break.</p> <p>b. <u>Microfilm of USSN Seismograms</u> from 40-100 USSN stations; 1975 to present; arranged chronologically by station-groups; Format; 16mm film on 300' reels; Rate of accumulation: 900 reels per year; Quantity to present: 6000 reels; 100 cu. ft.</p> <p>PERMANENT. Offer immediately to Archives film dated 1975 through 1980; thereafter, break file annually at close of FY. Transfer to FRC 2 years after file break. Offer to Archives 10 years after file break.</p>		
1900-54	<p><u>Seismic Data from GDSN</u></p> <p>Seismic data recorded in digital form at stations participating in the Global Digital Seismograph Network (GDSN). The network was established in 1972. Participating stations are designated HGLP, SRO, or DWWSSN, depending whether they are equipped with digital</p>	<p><i>B. Nelson</i> 12/14/88 <i>Richard Wood</i> 12/14/88</p>	<p>WITHDRAWN</p>

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1900-54 (cont'd.)	<p>and analog recording long- and short-period seismometers (SRO), SRO-updated HGLP equipment (ASRO), or digitally-upgraded WWSSN equipment (DWSSN). Approximately one data tape/week has been created at each participating station. Since 1980, station tapes from operating stations have been transferred to the Albuquerque Seismological Laboratory for conversion and pertinent calibration information for all participating stations for a 26-hour period.</p> <p>a. <u>Data from HGLP Stations.</u></p> <p>(1) Hard-copy Analog Data.</p> <p>DESTROY in agency when no longer required for reference</p> <p>(2) Digital Data on Magnetic Tape (300 tapes; Dates: 1972-77).</p> <p>DESTROY or Recycle Tapes in agency when data is transferred to Optical Disk.</p> <p>(3) Digital Data on Read Only Optical Disk and software necessary to interpret data. Arranged chronologically; data from 1972-1977; Quantity: approx. 3 disks; Acc: N/A. No. of stations: 3-8.</p> <p>PERMANENT. Offer copy to Archives when produced.</p> <p>b. <u>Data from SRO, ASRO and DWSSN Stations.</u></p> <p>(1) Hard-copy Analog Data. Return to submitting stations when no longer required in agency.</p> <p>(2) Original Station Magnetic Tapes</p> <p>DESTROY or Recycle Tapes upon creation of network day tapes.</p> <p>(3) Network-day Magnetic Tapes (1974 to present; approx. 4000 tapes).</p> <p>DESTROY or Recycle upon transfer of data to Optical Disk.</p> <p>(4) Digital Data on Read Only Optical Disk+software necessary to interpret data. Number of stations, 3-30; Arranged: chronologically by station; Dates: 1974 to present; Quantity: approx. 30 disks; Acc: 3 per year.</p> <p>PERMANENT. Offer to Archives when produced.</p>		

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1900-54(c)	<p><del>c. Selected Events on CD-ROM and software necessary to interpret data.</del></p> <p><del>Seismic data from all digital stations for events of a magnitude 5.5 or larger. Arranged: chronologically by station; Quantity: 1; Dates: 1981 to present; Acc: 1 per year.</del></p> <p><del>PERMANENT. Offer to Archives when produced.</del></p>		
1900-55	<p><u>Records Relating to Preliminary Determination of Epicenters Program (PDE Program).</u></p> <p>Telegrams and bulletins containing information about the time of detection of earthquake motion. Data is provided by over 2000 cooperating seismograph stations worldwide. The data gathering activity was begun by the U.S. Coast Survey in 1937. USGS assumed responsibility for the program in 1973. Arrival time data is used to compute the time of an earthquake and the location of its epicenter.</p> <p>a. <u>Hard-copy Telegrams and Bulletins.</u></p> <p>DESTROY in agency 2 years after digitization.</p> <p>b. <u>PDE File on Magnetic Tape</u> (Dates: 1964 - present: 400 tapes).</p> <p>DESTROY or Recycle upon transfer of data to Read Only Optical Disk.</p> <p>c. <u>PDE File on Optical Disk and Software Necessary to Interpret Data.</u> Arranged: chronologically by station; Dates: 1964 - present.</p> <p>DESTROY when reference need expires.</p>		
1900-56	<p>Felt Reports</p> <p>Voluntarily submitted reports from private citizens in early years and postal and police employees since 1975 concerning the felt effects of earthquakes. The information is used to supplement instrumental data. Felt reports have been collected by various government agencies since 1912. Prior to 1925, the collecting agency was the U.S. Weather Bureau. In 1925, the data collecting function was transferred to the Coast and Geodetic Survey. USGS inherited the activity in 1973. Most, if not all, of the felt report forms completed since the beginning of the program are extant today.</p>		

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1900-56 (cont.d)	<p>a. <u>Microfilmed Felt Reports.</u> DESTROY in agency upon verification of film.</p> <p>b. <u>Unmicrofilmed Felt Reports</u> DESTROY in agency after microfilming and verification of film.</p> <p>c. <u>Microfilm of Felt Reports (Master Copy).</u> Events documented: Anywhere in the United States; Dates: 1910 - present; Arranged: chronologically by States; Format: 16mm microfilm; Quantity through 1986: approx. 100 reels; Annual accumulation: 2 reels.  PERMANENT. Offer to Archives reels dating from 1910 to present by 1990; thereafter offer to Archives in 5 year blocks.</p> <p>d. <u>Microfilm of Felt Reports (Reference Copies).</u> DESTROY in agency when no longer required for reference.</p>		