

**REQUEST FOR RECORDS DISPOSITION AUTHORITY**  
(See Instructions on reverse)

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

1. FROM (AGENCY OR ESTABLISHMENT)  
Department of the Interior

2. MAJOR SUBDIVISION  
U.S. Geological Survey

3. MINOR SUBDIVISION  
National Mapping Division

4. NAME OF PERSON WITH WHOM TO CONFER  
Geraldine A. Wilson

5. TEL. EXT.  
860-7211

LEAVE BLANK
JOB NO  NCl-57-83-1
DATE RECEIVED 11-1-82
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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10.
2-18-83 <i>[Signature]</i> Date Archivist of the United States

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.

A Request for immediate disposal.

B Request for disposal after a specified period of time or request for permanent retention.

C. DATE 10/25/82	D. SIGNATURE OF AGENCY REPRESENTATIVE <i>G. A. Wilson</i>	E. TITLE Paperwork Management Officer
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7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
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27

This SF-115 is submitted to update disposition instructions for the Basic Control Field Notebooks created by the USGS National Mapping Division (NMD). This action is necessary because not all NMD components are filming the notebooks.

Basic Control Field Notebooks

A notebook containing a record of field measurements and descriptions of the station or mark obtained during basic horizontal and/or vertical control operations, such as triangulation, transit traverse, electronic traverse, and leveling. Some of these records, maintained since 1882, have been microfilmed, and some of the original notebooks have been destroyed. Remaining books may be microfilmed.

A. Microfilm

1) Master copy (silver) and one reference copy (silver or diazo)--PERMANENT--Offer to NARS immediately upon filming of paper records.

NCl-57-81-1, Item 27(1)

*This certifies that the records described in this form will be microfilmed in accordance with the standards set forth in 41 CFR 101-11.506. Storage conditions shall adhere to standards of 101-11.507 and 101-11.508. First inspection shall be 2 years after this schedule is approved in 1983. (Originally certified in NCl-57-81-1)*

**STANDARD FORM 115**  
Revised April, 1975  
Prescribed by General Services Administration  
FPMR (41 CFR) 101-11.4

5 Items

*to all FRC's except GKP + 3KB, NWS, NWS, NWF - 2/23/83*  
*No MDC sheet required*  
*copy to agency 2/23/83, RTB.*

7. ITEM NO	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO	10. ACTION TAKEN
27 (contd.)	<p>2) All other copies--Destroy in agency when no longer needed for reference.</p> <p>B. Paper Records</p> <p>1) If filmed,                      a) Records created within the last 50 years -                      Destroy upon filming or when no longer needed for reference after filming.                      b) all notebooks more than 50 years old -                      PERMANENT. offer to NARS upon filming.</p> <p>2) If not filmed - PERMANENT. Offer to NARS when 50 years old.</p>	<p>NCI-57-81-1, Item 27A (2)</p> <p>NCI-57-81-1, Item 27B</p> <p>NCI-57-81-1, Item 27B</p> <p>NCI-57-81-1, Item 27B</p>	<p>} RTB                      G.W.                      1/14/83</p>