

REQUEST FOR RECORDS DISPOSITION AUTHORITY (See Instructions on reverse)		LEAVE BLANK	
TO: GENERAL SERVICES ADMINISTRATION NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408		JOB NO.	NCL-185-79-5
1. FROM (Agency or establishment) Panama Canal Commission		DATE RECEIVED	May 31, 1979
2. MAJOR SUBDIVISION Administrative Services Division		NOTIFICATION TO AGENCY	
3. MINOR SUBDIVISION Records Management Branch		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disposal request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.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.	
4. NAME OF PERSON WITH WHOM TO CONFER Carolyn H. Twohy	5. TELEPHONE EXT. 52-7767	DATE 3-26-87	ARCHIVIST OF THE UNITED STATES <i>Frank A. Burke</i>

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 8 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 12/5/86	C. SIGNATURE OF AGENCY REPRESENTATIVE <i>Carolyn H. Twohy</i> Carolyn H. Twohy	D. TITLE Chief, Records Management Branch Deputy Agency Records Officer
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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 GRS OR SUPERSEDED JOB CITATION	10.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)
1.	<p>Records of the Panama Canal Commission stored at the Atlanta Federal Records Center (4NC).</p> <p>Special Engineering Division relating to the Third Locks Project.</p> <p>Narrative reports and studies produced by the Special Engineering Division, Isthmian Canal Studies, Isthmian Canal Planning, etc., and relating specifically the Panama Canal.</p> <p>DISPOSITION: Permanent. Retain one copy of each report. Transfer to NARA in 1988. Destroy duplicates found in Accession No. 185-79-0027, boxes 1-93 (partial), 172, 173 (partial--"Report on Hydraulic Model Studies for the Lower Approaches to the 3rd Locks" only), 174-200.</p>		
2.	<p>Background, reference, and supporting data interfiled with the narrative reports.</p> <p>DISPOSITION: Destroy immediately. Accession No. 185-79-0027, boxes 93 (partial)-96, 173 (partial).</p>		

38 items

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3.	<p>Vouchers and working papers.</p> <p>DISPOSITION: Destroy immediately. Accession No. 185-79-0027, boxes 97-111; 114-171.</p>		
4.	<p>Log books.</p> <p>a. Inspector's logs providing narrative descriptions of activities of engineers in the field.</p> <p>DISPOSITION: Permanent. Transfer to NARA in 1988. Accession No. 185-79-0027, boxes 112-13, partial.</p> <p>b. Individual log books with tabular data and incomplete narratives.</p> <p>DISPOSITION: Destroy immediately. Accession No. 185-79-0027, boxes 112-13, partial.</p>		
5.	<p>Cartographic records consisting of</p> <p>a. Geologic maps, colored, printed, various scales</p> <p>b. folio drawings showing the location of drill holes at Miraflores, Pedro Miguel, and Gatun.</p> <p>DISPOSITION: Permanent. Retain one copy of each map and one set of each folio. Transfer to NARA in 1988. Destroy duplicates found in Accession No. 185-79-0027, boxes 180, 181, 199, and 200.</p>		
6.	<p>Lock design reports and drawings.</p> <p>DISPOSITION: Permanent. Retain one copy of each report and set of drawings. Transfer to NARA in 1988. Destroy duplicates found in Accession No. 185-79-0027, boxes 201-86.</p>		
7.	<p>Engineering test data.</p>		

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	DISPOSITION: Destroy immediately. Accession No. 185-79-0027, boxes 287-93.		
8.	Folio drawings of plates 1-7 from the Report to the Secretary of War. DISPOSITION: Permanent. Retain one set of drawings. Transfer to NARA in 1988. Destroy duplicates found in Accession No. 185-79-0027, box 294.		
9.	Isthmian Canal Study Memoranda. Study memos including introduction, statement of problem or purpose, directions for carrying out development contracts or for presentation of plan, etc. DISPOSITION: Permanent. Retain one copy of each memo. Transfer to NARA in 1988. Destroy duplicates found in Accession No. 185-79-0027, boxes 295-236.		
10.	Isthmian Canal Planning Memoranda. Planning memos including general information, scope, purpose, work to be performed, drawings, diagrams, etc. in an 8x10-inch format. DISPOSITION: Permanent. Retain one copy of each memo. Transfer to NARA in 1988. Destroy duplicates found in Accession No. 185-79-0027, boxes 327-49.		
11.	Special Report of the Governor of the Panama Canal on the Atrato-Truano Canal Route. DISPOSITION: Permanent. Retain one copy of the report. Transfer to NARA in 1988. Destroy duplicates found in Accession No. 185-79-0027, boxes 443-45.		
12.	Report of the Governor of the Panama Canal under PL 280 with annexes, appendices, and 1948 errata file. DISPOSITION: Permanent. Retain one copy of the report with annexes and appendices in binder covers found in Accession No. 185-79-0027, boxes		

448-67. Retain one copy of the 1948 errata file

Four copies, including original to be submitted to the National Archives and Records Service.

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	<p>found in box 476. Offer to NARA in 1988. Destroy duplicates in boxes 350-442; report covers in boxes 446-447; and duplicate copies of the report found in boxes 448-67.</p>		
13.	<p>Reports, papers, and proceedings from outside sources relating to the Panama Canal.</p> <p>DISPOSITION: Permanent. Retain one copy of each. Transfer to NARA in 1988. Destroy duplicates found in Accession No. 185-79-0027, boxes 468-76.</p>		
14.	<p>Engineering data summarized in reports and studies.</p> <p>DISPOSITION: Destroy immediately. Accession No. 185-79-0027, boxes 477-533.</p>		
15.	<p>Folio drawings relating to the following: New Gatun Locks and Appurtenant Work; New Pacific Locks power plant; Balboa Bridge alterations; and mitre gates, valves and bulkheads.</p> <p>DISPOSITION: Permanent. Retain one copy of each set of drawings. Transfer to NARA in 1988. Destroy duplicates found in Accession No. 185-79-0027, boxes 534-36.</p>		
16.	<p>Motion picture and 16mm microfilm relating to projectile testing but not specifically to the Panama Canal.</p> <p>DISPOSITION: Destroy immediately. Accession No. 185-79-0027, boxes 537-41.</p>		
17.	<p>Reference and duplicate materials.</p> <p>DISPOSITION: Destroy immediately. Accession No. 185-79-0027, boxes 542-572.</p>		
18.	<p>Photographs relating to Gatun Locks Relocation. 8x10-inch black and white captioned prints filed in post binders.</p>		

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	<p>DISPOSITION: Permanent. Transfer to NARA in 1988. Accession No. 185-79-0027, boxes 573-75.</p>		
19.	<p>Specifications for construction of New Gatun Locks.</p> <p>DISPOSITION: Permanent. Transfer to NARA in 1988. Accession No. 185-79-0027, box 575.</p> <p>The Sea Level Support Project, 1952-71, administered by the Office of Interoceanic Canal Studies (OICS) after July 25, 1965.</p>		
20.	<p>Reports and studies consisting of a Study of Engineering Feasibility Including Safety of Atlantic Sea Level Canal Routes Connecting the Atlantic and Pacific Oceans, with several revisions and fourteen appendices; three Isthmian Canal Studies; and an Engineering Review prepared for the Isthmian Canal Plans in 1964.</p> <p>DISPOSITION: Permanent. Retain one copy of each report, revision, and appendix. Transfer to NARA in 1988. Destroy duplicates found in Accession No. 185-79-0021, boxes 1-4.</p>		
21.	<p>Housekeeping and administrative records including instructions, budget working papers, invoices, purchase orders, travel orders, requisitions, health and safety reports, correspondence related to safety practices in general, inspection report forms, funds control, and work requests.</p> <p>DISPOSITION: Destroy immediately. Accession No. 185-79-0021, boxes 5-75 and 93-102.</p>		
22.	<p>Subject files of the Assistant Director, Engineering and Construction Bureau, Canal Studies, including correspondence with the Director of the U.S. Army Nuclear Cratering Group.</p> <p>a. Correspondence relating to studies for a new, nuclear-excavated canal.</p>		

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DISPOSITION: Permanent. Transfer to NARA in 1988. Accession No. 185-79-0021, boxes 76-79.

b. Routine and facilitative correspondence.

DISPOSITION: Destroy during archival processing.

23. OICS memos consisting of reports and studies on engineering feasibility produced by the Atlantic-Pacific Interoceanic Canal Study Commission, Office of the Field Director (OICS Memo FD), the Jacksonville District of the Corps of Engineers (OICS Memo JAX), the Nuclear Cratering Group (OICS Memo NCG), Battelle Memorial Institute (OICS Memo BMI), etc.

DISPOSITION: Permanent. Transfer to NARA in 1988. Accession No. 185-79-0021, boxes 80-92.

24. Power Conversion records, 1954-60, including general working papers from contracts for mechanical improvements; payment, schedule and report forms; facilitative correspondence; daily reports; change orders; etc.

DISPOSITION: Destroy immediately. Accession No. 185-79-0026, boxes 1-131.

Canal Widening Project, 1948-69.

25. Construction drawings and folio maps of work locations, general terrain, drill hole placement, cracks in Contractor's Hill, etc.

DISPOSITION: Permanent. Retain one copy of each map or set of folio drawings. Transfer to NARA in 1988. Destroy duplicates found in Accession No. 185-79-0022, boxes 1, 2, 5, and 11-14.

26. Administrative subject file relating to timekeeping, payroll, personnel, property, daily and monthly reports, monthly cross sections and blasting patterns, contract working files, etc.

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27.	<p>DISPOSITION: Destroy immediately. Accession No. 185-79-0022, boxes 3, 4, 7-10, 15, 17-19, 21-22, 25, 26, and 27 (partial), 28, 30-35, and 37-39. <i>22 (partial)</i></p> <p>Logs.</p> <p>a. Project officer logs (six green volumes); daily office logs numbered 1-3 and 7-8 and three typed log books in box 16; Log Book IV; and Master Logs 1-4.</p> <p>DISPOSITION: Permanent. Transfer to NARA in 1988. Accession No. 185-79-0022, boxes 6, 16, 20, 24, 26, and 29.</p> <p>b. Individual, incomplete log books.</p> <p>DISPOSITION: Destroy immediately. Accession No. 185-79-0022, boxes 6, 16, 20, and 24.</p>		
28.	<p>Canal Widening annual reports, spiral bound.</p> <p>DISPOSITION: Permanent. Transfer to NARA in 1988. Accession No. 185-79-0022, box 25.</p>		
29.	<p>Building sketches.</p> <p>DISPOSITION: Permanent. Transfer to NARA in 1988. Accession 185-79-0022, box 27.</p>		
30.	<p>Engineering and Construction Bureau minutes, 1964.</p> <p>DISPOSITION: Permanent. Transfer to NARA in 1988. Accession No. 185-79-0022, box 27 <i>and 23 (partial)</i></p>		
31.	<p>Daily Reports, PCC Books 1-3.</p> <p>DISPOSITION: Permanent. Transfer to NARA in 1988. Accession No. 185-79-0022, box 27.</p>		
32.	<p>Photographic records.</p>		

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a. Captioned prints

DISPOSITION: Permanent. Transfer to NARA
in 1988. Accession No. 185-79-0022, boxes 5,
27, and 36.

b. Unidentified prints and negatives

DISPOSITION: Destroy immediately.
Accession No. 185-79-0022, box 36.

33. Geological Report #1: Widening of Las
Cascadas-Bas. Obispo reaches.

DISPOSITION: Permanent. Transfer to
NARA in 1988. Accession No. 185-79-0022,
box 23 (partial).