

REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

LEAVE BLANK

JOB NO.

NI-357-88-2

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

DATE RECEIVED

12-17-87

1. FROM (Agency or establishment)

DEPARTMENT OF TRANSPORTATION

NOTIFICATION TO AGENCY

2. MAJOR SUBDIVISION

MARITIME ADMINISTRATION

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disposal request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.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

3. MINOR SUBDIVISION

OFFICE OF MANAGEMENT SERVICES

4. NAME OF PERSON WITH WHOM TO CONFER

MARY JANE HARVEY

5. TELEPHONE EXT.

366-5814

DATE

3/17/88

ARCHIVIST OF THE UNITED STATES

[Signature]

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 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, 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

12/14/87

C. SIGNATURE OF AGENCY REPRESENTATIVE

Mary Jane Harvey

D. TITLE

RECORDS MANAGEMENT OFFICER

7. ITEM NO.

1.

8. DESCRIPTION OF ITEM
(With Inclusive Dates or Retention Periods)

Release of Liability and Permit and Asbestos Notice (MA-118).

These records consist of forms, signed by a permittee, a witness, and a representative of the agency. The form grants permission for the permittee to enter upon the vessels and other property of the United States for a specific purpose on a specific date or dates. The permit warns of the presence and hazards of asbestos dust and states that the permittee agrees to indemnify and hold harmless the United States against loss, damage, claim, or liability due to personal injury, death, or property damage caused by the privilege granted by the permit.

Transfer to a Federal Records Center, in 5 year blocks, when no longer required for current business. Dispose of when 40 years old.

copy sent to agency, NCFD NNF 3/18/88

9. GRS OR SUPERSEDED JOB CITATION

10. ACTION TAKEN (NARS USE ONLY)

**RECOMMENDATION TO THE ARCHIVIST ON RECORDS
DISPOSITION REQUEST**

JOB NUMBER
N1-357-88-2

ITEM COUNT 1

SUMMARY

The Maritime Administration has submitted the proposed schedule to cover a legal form used to protect the Federal government from present and future asbestos litigation. The forms are signed by parties using United States commercial shipping vessels and property which are under the authority of the Maritime Administration. A forty year retention period is requested to offer long term liability protection against all claims of asbestos injuries. The form, enclosed for review, lacks sufficient historical value to warrant archival retention. I recommend the proposed schedule be accepted as written.

RECOMMENDATION

1. APPROVED FOR DISPOSAL. The records described under all items of the schedule, except those that may be listed in blocks 2, 3, and 4 of this section, are disposable because they do not, or will not after the lapse of the period specified, have sufficient administrative, legal, research, or other value to warrant their continued preservation by the Government.
2. APPROVED FOR PERMANENT RETENTION. The records described under the following item or items have been appraised by the National Archives and Records Administration (NARA) and are determined to have sufficient historical or other value to warrant their continued preservation by the United States Government. The agency will offer these records to the National Archives as specified.
3. DISPOSITION NOT APPROVED. The records described under the following item or items are not approved for disposition.
4. WITHDRAWN. The records described under the following item or items have been withdrawn at the request of the agency and/or NARA.

FEDERAL REGISTER NOTICE

Not Required. Required - Publication Date: January 29, 1988
 Copies Requested: 0
 Comments Received: 0

SIGNATURES

	TITLE	SIGNATURE	DATE
APPRAISAL	APPRAISER	<i>Hilda Logan Hillier</i>	3-14-88
	DIRECTOR, RECORDS APPRAISAL AND DISPOSITION DIVISION	<i>Kenneth F. Rosman</i>	3/14/88
CONCURRENCES	NNF	<i>Wm. H. Dugg</i>	3-16-88