

Rec'd NCD 12 May 80 HJ

REQUEST FOR RECORDS DISPOSAL AUTHORITY
(See Instructions on reverse)

LEAVE BLANK	
JOB NO	NCL-357-80-1
DATE RECEIVED	5-12-80
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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10	
Date	5-28-80
acting	James E. O'Heil
Archivist of the United States	

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

1. FROM (AGENCY OR ESTABLISHMENT)
Department of Commerce

2. MAJOR SUBDIVISION
Maritime Administration

3. MINOR SUBDIVISION
Office of Trade Studies and Statistics

4. NAME OF PERSON WITH WHOM TO CONFER
Mary Jane Harvey

5. TEL EXT.
377-2545

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.

A Request for immediate disposal.

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

C. DATE 5/5/80	D. SIGNATURE OF AGENCY REPRESENTATIVE <i>Lucy V. Parr</i>	E. TITLE Departmental Records Management Officer
7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.
1.	IBM tabulations produced from Vessel Utilization and Performance Reports. DISPOSITION: Destroy when 10 years old. These tabulations were originally scheduled in Disposal Job No. NN-162-91, item 1E, for "Dispose after 10 years," with the exception of those tabulations selected for continued retention by the agency and the National Archives. A re-evaluation of the records has led to the conclusion that the sample provision should be deleted, as the records lack sufficient value to warrant archival preservation.	NN-162-91, Item 1E
		1 item

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