Schedule Number: N1-064-04-003

All items in this schedule are inactive. Items are either obsolete or have been superseded by newer NARA approved records schedules.

Description:

One-time disposition. Records have been destroyed and/or transferred

Temporary records destruction confirmed by NARA Records Officer. Permanent records transferred to NARA.

Date Reported: 7/6/2021
## REQUEST FOR RECORDS DISPOSITION AUTHORITY

**To:** NATIONAL ARCHIVES & RECORDS ADMINISTRATION  
8601 ADELPHI ROAD COLLEGE PARK, MD 20740-6001

**FROM (Agency or establishment):** National Archives and Records Administration

**MAJOR SUBDIVISION:** Office of Records Services – Washington DC (NW)

**MINOR SUBDIVISION:** Initial Processing and Declassification Division (NWMD)

**NAME OF PERSON WITH WHOM TO CONFER:** Richard E. Wood

**TELEPHONE NUMBER:** 301-837-0595

**AGENCY CERTIFICATION:**
I hereby certify that I am authorized to act for this agency in matters pertaining to the disposition of its records and that the records proposed for disposal on the attached page(s) are not needed now for the business for this agency or will not be needed after the retention periods specified, and that written concurrence from the General Accounting Office, under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies,

- [ ] is not required  
- [ ] is attached, or  
- [ ] has been requested

**DATE:** 12/9/2003
**SIGNATURE OF AGENCY REPRESENTATIVE:**

**TITLE:** NARA Records Officer

### 7 ITEM NO | 8 DESCRIPTION OF ITEM AND PROPOSED DISPOSITION | 9 GRS OR SUPERSEDED JOB CITATION | 10 ACTION TAKEN (NARA USE ONLY)
---|---|---|---
1 | 140 – Special Studies and Project Records | | |

**RECORDS OF THE INQUIRY INTO THE DISPOSAL OF RECORDS OF THE NAVAL RESEARCH LABORATORY STORED AT THE WASHINGTON NATIONAL RECORDS CENTER AT SUITLAND, MARYLAND**

1. **Disposition** Permanent Transfer to the National Archives and Records Administration on approval of this schedule

2. Working papers and background information accumulated in the course of the inquiry and used in preparation of the final report (approximately 19 cubic feet)

**Disposition** Temporary Retire to the Washington National Records Center (WNRC) on approval of this schedule Destroy in 2010

**DATE RECEIVED:** 12/22/03

**NOTIFICATION TO AGENCY:**
In accordance with the provisions of 44 U.S.C. 3303a, the disposition request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.
(3) **Electronic Mail and Word Processing System Copies**

Electronic copies of records that are created on electronic mail and word processing systems and used solely to generate a recordkeeping copy of the records covered by the other items in this schedule. Also includes electronic copies of records created on electronic mail and word processing systems that are maintained for updating, revision, or dissemination.

a. Copies that have no further administrative value after the recordkeeping copy is made. Includes copies maintained by individuals in personal files, personal electronic mail directories, or other personal directories on hard disk or network drives, and copies on shared network drives that are used only to produce the recordkeeping copy.

Destroy/delete within 180 days after the recordkeeping copy has been produced.

b. Copies used for dissemination, revision, or updating that are maintained in addition to the recordkeeping copy.

Destroy/delete when dissemination, revision, or updating is completed.