

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

LEAVE BLANK

JOB NO

N1-220-89-7

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

DATE RECEIVED

4/4/89

1 FROM (Agency or establishment)

Commission on Merchant Marine and Defense

NOTIFICATION TO AGENCY

2 MAJOR SUBDIVISION

3 MINOR SUBDIVISION

In accordance with the provisions of 44 USC 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disposal request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.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

LCDR Robert N. Smith, USN

5 TELEPHONE EXT

756-0411

DATE

11/20/90

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 0 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

3/30/89

C SIGNATURE OF AGENCY REPRESENTATIVE



D TITLE

Executive Director

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9 GRS OR SUPERSEDED JOB CITATION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)

The Commission on Merchant Marine and Defense was established by Public Law 98-525 of October 19, 1984, as amended. The law states in part:

The Commission shall study problems relating to transportation of cargo and personnel for national defense purposes in time of war or national emergency, the capability of the United States merchant marine to meet the need for such transportation, and the adequacy of the shipbuilding mobilization base of the United States to meet the needs of naval and merchant ship construction in time of war or national emergency. Based on the results of the study, the Commission shall make such specific recommendations, including recommendations for legislative action, action by the executive branch, and action by the private sector, as the Commission considers appropriate to foster and maintain a United States merchant marine capable of meeting national security requirements.

The Commission was constituted on December 5, 1986, with the swearing in of the five members appointed by the President with the advice and consent of the Senate: Mr. Edward E. Carlson; Mr. William E. Haggett; Admiral James L. Holloway, III, USN (Ret.); Mr. Joseph Sewall; and Mr. Shannon J. Wall. Mr. John A. Gaughan, Administrator of the Maritime Administration, was sworn in as a member ex officio. On January 5, 1987, former Senator Jeremiah Denton of Alabama was sworn in as the delegate of the Secretary of the Navy to be the chairman.

The four reports required by the law were dated as follows:

|                                   |                    |
|-----------------------------------|--------------------|
| Findings of Fact and Conclusions: | September 30, 1987 |
| Recommendations:                  | December 30, 1987  |
| Findings of Fact and Conclusions: | September 30, 1988 |
| Recommendations:                  | January 20, 1989   |

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NSN 7540-09-634-4064 NN-W, NNS, NNT, NMX

11/20/90

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1.

COMMISSIONER INFORMATION FILES

These files contain information provided to the Commissioners including agendas, minutes, and briefing materials for closed meetings of the Commission; point papers and solution papers; drafts of publications for review and approval of the Commissioners. The material is organized chronologically within categories.

Closed meetings of the Commissioners:

1987:

| <u>DATE</u>     | <u>LOCATION</u>  |
|-----------------|------------------|
| January 20-21   | Washington, D.C. |
| February 26-27  | Washington, D.C. |
| March 16-17     | Washington, D.C. |
| April 27-28     | Washington, D.C. |
| May 18-19       | Washington, D.C. |
| June 22-23      | Washington, D.C. |
| July 27-28      | Washington, D.C. |
| August 17-19    | Washington, D.C. |
| September 10-11 | Washington, D.C. |
| October 19-20   | Washington, D.C. |
| November 23-24  | Washington, D.C. |
| December 14-15  | Washington, D.C. |

1988:

|                 |                  |
|-----------------|------------------|
| January 25-26   | Washington, D.C. |
| March 21-22     | Washington, D.C. |
| May 23-24       | Washington, D.C. |
| July 18-20      | Washington, D.C. |
| September 19-20 | Washington, D.C. |
| November 14-15  | Washington, D.C. |
| December 12-13  | Washington, D.C. |

1989:

|             |                  |
|-------------|------------------|
| February 16 | Washington, D.C. |
|-------------|------------------|

DISPOSITION: Permanent. Transfer to National Archives at termination.

BOXES 1-4

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| 7<br>ITEM<br>NO | 8 DESCRIPTION OF ITEM<br>(With Inclusive Dates or Retention Periods)   | 9 GRS OR<br>SUPERSEDED<br>JOB<br>CITATION | 10 ACTION<br>TAKEN<br>(NARS USE<br>ONLY) |             |                  |          |                  |          |                  |        |                  |         |                  |         |                  |           |                  |        |                  |         |                  |         |                  |         |                       |           |                   |           |                     |            |                    |            |                        |            |                        |  |  |
|-----------------|--|---|--|-------------|------------------|----------|------------------|----------|------------------|--------|------------------|---------|------------------|---------|------------------|-----------|------------------|--------|------------------|---------|------------------|---------|------------------|---------|-----------------------|-----------|-------------------|-----------|---------------------|------------|--------------------|------------|------------------------|------------|------------------------|--|--|
| 2.              | <p><u>COMMISSION PUBLIC MEETING/PUBLIC HEARING FILE</u></p> <p>These files include briefing materials for the commissioners, edited and unedited transcripts of public testimony of witnesses before the Commission, and published transcripts of the public hearings held by the Commission. These files are organized chronologically by date within the two categories of hearings held at Washington, D.C., and hearings held at other locations. {INCLUDES ELECTRONIC MEDIA TRANSCRIPTS}</p> <p><u>1987:</u></p> <table border="0"> <thead> <tr> <th><u>DATE</u></th> <th><u>LOCATION</u></th> </tr> </thead> <tbody> <tr> <td>February 26</td> <td>Washington, D.C.</td> </tr> <tr> <td>March 16</td> <td>Washington, D.C.</td> </tr> <tr> <td>April 27</td> <td>Washington, D.C.</td> </tr> <tr> <td>May 18</td> <td>Washington, D.C.</td> </tr> <tr> <td>June 22</td> <td>Washington, D.C.</td> </tr> <tr> <td>July 27</td> <td>Washington, D.C.</td> </tr> </tbody> </table> <p><u>1988: (WASHINGTON, D.C.)</u></p> <table border="0"> <tbody> <tr> <td>May 23-24</td> <td>Washington, D.C.</td> </tr> <tr> <td>May 24</td> <td>Washington, D.C.</td> </tr> <tr> <td>July 18</td> <td>Washington, D.C.</td> </tr> <tr> <td>July 20</td> <td>Washington, D.C.</td> </tr> </tbody> </table> <p><u>1988: (OTHER LOCATIONS)</u></p> <table border="0"> <tbody> <tr> <td>July 14</td> <td>Jacksonville, Florida</td> </tr> <tr> <td>August 23</td> <td>Norfolk, Virginia</td> </tr> <tr> <td>August 31</td> <td>Seattle, Washington</td> </tr> <tr> <td>October 17</td> <td>New York, New York</td> </tr> <tr> <td>December 5</td> <td>New Orleans, Louisiana</td> </tr> <tr> <td>December 9</td> <td>Long Beach, California</td> </tr> </tbody> </table> <p><u>DISPOSITION:</u> Permanent. Transfer to National Archives at termination.</p> <p>BOXES 5-8</p> | <u>DATE</u>                               | <u>LOCATION</u>                          | February 26 | Washington, D.C. | March 16 | Washington, D.C. | April 27 | Washington, D.C. | May 18 | Washington, D.C. | June 22 | Washington, D.C. | July 27 | Washington, D.C. | May 23-24 | Washington, D.C. | May 24 | Washington, D.C. | July 18 | Washington, D.C. | July 20 | Washington, D.C. | July 14 | Jacksonville, Florida | August 23 | Norfolk, Virginia | August 31 | Seattle, Washington | October 17 | New York, New York | December 5 | New Orleans, Louisiana | December 9 | Long Beach, California |  |  |
| <u>DATE</u>     | <u>LOCATION</u>  |   |  |             |                  |          |                  |          |                  |        |                  |         |                  |         |                  |           |                  |        |                  |         |                  |         |                  |         |                       |           |                   |           |                     |            |                    |            |                        |            |                        |  |  |
| February 26     | Washington, D.C.   |   |  |             |                  |          |                  |          |                  |        |                  |         |                  |         |                  |           |                  |        |                  |         |                  |         |                  |         |                       |           |                   |           |                     |            |                    |            |                        |            |                        |  |  |
| March 16        | Washington, D.C.   |   |  |             |                  |          |                  |          |                  |        |                  |         |                  |         |                  |           |                  |        |                  |         |                  |         |                  |         |                       |           |                   |           |                     |            |                    |            |                        |            |                        |  |  |
| April 27        | Washington, D.C.   |   |  |             |                  |          |                  |          |                  |        |                  |         |                  |         |                  |           |                  |        |                  |         |                  |         |                  |         |                       |           |                   |           |                     |            |                    |            |                        |            |                        |  |  |
| May 18          | Washington, D.C.   |   |  |             |                  |          |                  |          |                  |        |                  |         |                  |         |                  |           |                  |        |                  |         |                  |         |                  |         |                       |           |                   |           |                     |            |                    |            |                        |            |                        |  |  |
| June 22         | Washington, D.C.   |   |  |             |                  |          |                  |          |                  |        |                  |         |                  |         |                  |           |                  |        |                  |         |                  |         |                  |         |                       |           |                   |           |                     |            |                    |            |                        |            |                        |  |  |
| July 27         | Washington, D.C.   |   |  |             |                  |          |                  |          |                  |        |                  |         |                  |         |                  |           |                  |        |                  |         |                  |         |                  |         |                       |           |                   |           |                     |            |                    |            |                        |            |                        |  |  |
| May 23-24       | Washington, D.C.   |   |  |             |                  |          |                  |          |                  |        |                  |         |                  |         |                  |           |                  |        |                  |         |                  |         |                  |         |                       |           |                   |           |                     |            |                    |            |                        |            |                        |  |  |
| May 24          | Washington, D.C.   |   |  |             |                  |          |                  |          |                  |        |                  |         |                  |         |                  |           |                  |        |                  |         |                  |         |                  |         |                       |           |                   |           |                     |            |                    |            |                        |            |                        |  |  |
| July 18         | Washington, D.C.   |   |  |             |                  |          |                  |          |                  |        |                  |         |                  |         |                  |           |                  |        |                  |         |                  |         |                  |         |                       |           |                   |           |                     |            |                    |            |                        |            |                        |  |  |
| July 20         | Washington, D.C.   |   |  |             |                  |          |                  |          |                  |        |                  |         |                  |         |                  |           |                  |        |                  |         |                  |         |                  |         |                       |           |                   |           |                     |            |                    |            |                        |            |                        |  |  |
| July 14         | Jacksonville, Florida  |   |  |             |                  |          |                  |          |                  |        |                  |         |                  |         |                  |           |                  |        |                  |         |                  |         |                  |         |                       |           |                   |           |                     |            |                    |            |                        |            |                        |  |  |
| August 23       | Norfolk, Virginia  |   |  |             |                  |          |                  |          |                  |        |                  |         |                  |         |                  |           |                  |        |                  |         |                  |         |                  |         |                       |           |                   |           |                     |            |                    |            |                        |            |                        |  |  |
| August 31       | Seattle, Washington  |   |  |             |                  |          |                  |          |                  |        |                  |         |                  |         |                  |           |                  |        |                  |         |                  |         |                  |         |                       |           |                   |           |                     |            |                    |            |                        |            |                        |  |  |
| October 17      | New York, New York   |   |  |             |                  |          |                  |          |                  |        |                  |         |                  |         |                  |           |                  |        |                  |         |                  |         |                  |         |                       |           |                   |           |                     |            |                    |            |                        |            |                        |  |  |
| December 5      | New Orleans, Louisiana   |   |  |             |                  |          |                  |          |                  |        |                  |         |                  |         |                  |           |                  |        |                  |         |                  |         |                  |         |                       |           |                   |           |                     |            |                    |            |                        |            |                        |  |  |
| December 9      | Long Beach, California   |   |  |             |                  |          |                  |          |                  |        |                  |         |                  |         |                  |           |                  |        |                  |         |                  |         |                  |         |                       |           |                   |           |                     |            |                    |            |                        |            |                        |  |  |

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| 3.   | <p><u>PUBLICATION FILES</u></p> <p>These files include copies of publications of the Commission together with the galley and page proofs of the publications. These files are organized chronologically by date of publication.</p> <p>[INCLUDES ELECTRONIC MEDIA TRANSCRIPTS]</p> <p>a. <u>First Report of the Commission on Merchant Marine and Defense: Findings of Fact and Conclusions</u>, with Appendices. September 30, 1987</p> <p>b. <u>Second Report of the Commission on Merchant Marine and Defense: Recommendations</u>. 30 December 1987</p> <p>c. <u>Third Report of the Commission on Merchant Marine and Defense: Findings of Fact and Conclusions</u>, with Appendices. 30 December 1988</p> <p>d. <u>Fourth Report of the Commission on Merchant Marine and Defense: Recommendations</u>. 20 January 1989</p> <p>e. <u>Public Hearings Before the Commission on Merchant Marine and Defense February 1987 - July 1987</u></p> <p>f. <u>Public Hearings Before the Commission on Merchant Marine and Defense May 1988 and July 1988</u></p> <p>g. <u>Public Hearings Before the Commission on Merchant Marine and Defense July 1988 - December 1988</u></p> <p><u>DISPOSITION</u>: Permanent. Transfer to the National Archives upon termination.<br/>BOXES 9-14</p> |   |  |
| 4.   | <p><u>MASTER CORRESPONDENCE FILES</u></p> <p>These files, kept in chronological date sequence of receipt/dispatch, contain all correspondence to and from the Commission.</p> <p><u>DISPOSITION</u>: Permanent. Transfer to the National Archives upon termination.<br/>BOXES 15-18</p>   |   |  |

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| 5.   | <p><u>PRESS RELEASE AND PUBLIC AFFAIRS FILES</u></p> <p>These files contain copies of all press releases and statements issued; mailing lists for press releases, publications and information relating to the Commission; press clippings concerning the Commission and its work; copies of testimony and reference material for testimony before Congress; and the standard briefing on the Commission; and photographic negatives, briefing slides and two video White House duds of the Comm. submitting the final report.</p> <p><u>DISPOSITION:</u> Permanent. Transfer to the National Archives upon termination.</p> <p>BOXES 17-20</p> |   |  |
| 6.   | <p><u>EXECUTIVE DIRECTOR'S FILES</u></p> <p>These files contain records of the Executive Director's communications with the Commissioners, and other individuals in government and the maritime industries, relating to the work of the Commission, which are not contained in the Master Correspondence Files, organized by subject. They also contain annotated working drafts of the Commission reports, and annotated copies of material provided to the Commissioners (see item 1) organized chronologically by date.</p> <p><u>DISPOSITION:</u> Permanent. Transfer to the national Archives upon termination.</p>                        |   |  |
| 7.   | <p>BOXES 21-25<br/><u>ORGANIZATIONAL FILES</u></p> <p>These files contain copies of the organizational and historical records of the Commission documenting its creation, giving information on the Commissioners and staff, information on Congressional appropriation of funds for the Commission, and a complete set of weekly situation/work progress reports to the Commissioners from the Executive Director. The files are organized by subject.</p> <p><u>DISPOSITION:</u> Permanent. Transfer to the National Archives upon termination.</p> <p>BOX 26</p>   |   |  |

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| 8.   | <p><u>STAFF RESEARCH TEAM FILES</u><br/>These files contain material compiled but not published by the Commission staff research teams.</p> <p><u>DISPOSITION:</u> Permanent. Transfer to the National Archives upon termination.</p> <p>BOXES 27-35</p>   |   |  |
| 9.   | <p><u>ELECTRONIC ARCHIVE FILES</u></p> <p>a. Thirteen 5 1/4" floppy disks containing economic model provided to the commission by the Maritime Administration and utilized by the Commission in performing the economic analysis for the third report.</p> <p><u>DISPOSITION:</u> Permanent. Transfer to the National Archives upon termination.</p> <p>b. Two computer cartidges with data that is duplicated on the diskettes.</p> <p><u>DISPOSITION:</u> Destroy as authorized by GRS 23, item 2a.</p> <p>BOX 36</p>  |   |  |
| 10.  | <p><b>**RESTRICTED FILES</b><br/>These files contain "Company Private" and "Company Confidential" information on the maritime industry from individual companies provided on the condition that they be treated confidentially.</p> <p><del>THESE FILES ARE NOT TO BE MADE AVAILABLE TO THE PUBLIC FOR FIVE YEARS AFTER TRANSFER TO THE NATIONAL ARCHIVES.</del></p> <p><u>DISPOSITION:</u> Permanent. Transfer to the National Archives upon termination.</p> <p>BOX 37</p> <p>**These files are subject to disclosure under the terms of FOIA 6/b/4. Please review the correspondence from the Executive Director for additional background.</p> |   |  |