

REQUEST FOR RECORDS DISPOSITION AUTHORITY (See Instructions on reverse)	
TO: NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) WASHINGTON, DC 20408	
1. FROM (Agency or establishment) U.S. Department of Commerce	
2. MAJOR SUBDIVISION National Oceanic and Atmospheric Administration	
3. MINOR SUBDIVISION National Environmental Satellite, Data, and Information Service	
4. NAME OF PERSON WITH WHOM TO CONFER Annie Baker	5. TELEPHONE (301) 413 - 0612

LEAVE BLANK (NARA use only)	
JOB NUMBER N1-370-96-5	
DATE RECEIVED 6-5-96	
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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.	
DATE 3/5/02	ARCHIVIST OF THE UNITED STATES WITHDRAWN

6. 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 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, 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 5/28/96	SIGNATURE OF AGENCY REPRESENTATIVE 	TITLE NOAA's Records Officer
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7. ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
	The attached records disposition schedule is for the National Environmental Satellite, Data, and Information Service. Chapter 1904		

1904 OCEANOGRAPHIC DATA FILES

These files contain records of oceanographic data from domestic and foreign sources and are important to studies of global climate. The files involve the acquisition, processing, preservation and retrieval of information.

- *1904-01 Accessioning Files
Microcomputer database containing records of data type, source, geographic region and time period of data coverage.*
- *Permanent. Transfer tape files to other media on a recurring basis to insure permanent preservation of data. Transfer to the National Archives when 20 years old.*
- *1904-02 Data Inventory & Directory
Computer database with inventory and tracking records of data sets which have been received and stored in archives.*
- *Transfer tapes to other media on a recurring basis to insure preservation of the data in contemporary formats. Transfer to the National Archives when 20 years old.*
- *1904-03 Original Oceanographic Data Records
- a. Original data records on magnetic tapes.
- *Transfer to the National Archives when 30 years old.*
- b. Paper documentation and Data Documentation Forms of original data records.
- *Transfer inactive data documentation and coding forms to the National Archives when 20 years old.*