

REQUEST FOR RECORDS DISPOSITION AUTHORITY		JOB NUMBER N1-370-98-2	
To: NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) WASHINGTON, DC 20408		DATE RECEIVED	
1. FROM (Agency or establishment) National Oceanic and Atmospheric Administration		NOTIFICATION TO AGENCY	
2. MAJOR SUBDIVISION NOAA Corps Operations		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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.	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. MINOR SUBDIVISION			
4. NAME OF PERSON WITH WHOM TO CONFER Anne J. Baker	5. TELEPHONE (301) 713-3540	DATE	ARCHIVIST OF THE UNITED STATES WITHDRAWN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, <input type="checkbox"/> is not required; <input type="checkbox"/> is attached; or <input type="checkbox"/> has been requested.			
DATE	SIGNATURE OF AGENCY REPRESENTATIVE	TITLE	

7. Item No.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
	<p>Chapter 1700</p> <p>NOAA Corps Deck Logs</p> <p>SEE ATTACHED PAGES</p>		<p>WITHDRAWN</p>

**National Ocean Service, NOAA Corps
Operational Records
Pertaining to NOAA Research Vessels**

1. Deck Logs. **WITHDRAWN**

Arranged by year, thereunder alphabetically by ship, thereunder by month.

Deck (or Ship) Logs are bound volumes containing operational and administrative information regarding the operation of a given ship recorded using NOAA Form 77-13 or its equivalent. Deck logs also contain sheets for routine weather observations which may vary from hourly to daily notations recorded on NOAA Form 77-13D, depending on the nature of the cruise. The "Remarks" section of the logs note the crew on board, and the time and nature of shipboard events such as: sunrise and sunset; emergency preparedness drills; the raising and lowering of anchors; course headings and position information; operational notations related to the purpose of the cruise; quantities of water and fuel on hand; the times of raising and lowering of colors; the temperature of refrigerators and freezers; maintenance actions such as burned out lights; and descriptions of whether the vessel was underway, anchored, moored, or in dry-dock.

AUTHORIZED DISPOSITION: PERMANENT. Close files annually at the end of each FY and transfer to the FRC 3 years after closure. Transfer to the National Archives 20 years after closure. {NC1-370-75-4, Item 1703-05(1)}

WITHDRAWN

Includes records stored in the following accessions at WRNC:

ACCESSION NO.	VOL	BOX NOS.
370-70A4849	0018	001-018
370-78-0001	0036	001-036
370-82-0032	0016	001-016
370-82-0034	0012	001-012
370-82-0035	0012	001-012
370-86-0001	0012	001-012
370-86-0002	0011	001-011
370-86-0019	0011	001-011
370-86-0020	0012	001-012
370-86-0040	0030	001-030
370-88-0024	0012	001-012
370-89-0024	0010	001-010
370-89-0028	0010	001-010
370-91-0005	0012	001-012
370-93-0010	0018	001-018
370-95-0024	0033	001-033

370-96-0420

0006

001-006

NOTE: These records were originally proposed for disposition under the NN-W Project Report covering unscheduled records stored at WNRC, Job No. N1-370-96-1, Item 46. The item was withdrawn from that job and registered as N1-370-98-2P. NOAA did not concur with the proposed temporary disposition. Following discussions with NOAA Corps staff, it was determined that the records warrant permanent retention in the National Archives, and that the previously approved permanent disposition was appropriate. Job No. N1-370-98-2P was withdrawn without action and returned to the agency. The description of the records and disposition will be entered in future updates of Chapter 1700 of the NOAA Records Disposition Handbook.

From: Clarence Lyons
To: ARCH2D3.A2D3P1(LBAUME)
Date: 7/13/98 3:57pm
Subject: Job No. N1-370-98-2, NOAA Corps Deck Logs -Reply

Marjorie reviewed your proposed change and agrees.

So the revision is fine with NWCTC.

Let me know if you need anything more formal.

Mail Envelope Info: (35AA66BD.A10 : 4 : 41220)

Subject: Job No. N1-370-98-2, NOAA Corps Deck Logs -Reply
Creation Date: 7/13/98 3:57pm
From: Clarence Lyons

Created By: ARCH2D4.A2D4P1:CLYONS

Recipients

Post Office ARCH2D3.A2D3P1
LBAUME (Larry Baume)

Domain.Post Office
ARCH2D3.A2D3P1

Route
ARCH2D3.A2D3P1

Files	Size	Date & Time
MESSAGE	137	07/13/98 03:57pm

Options

Expiration Date: 8/12/98
Priority: Normal
Reply Requested: No
Return Notification:: None

Concealed Subject: No
Security: Normal

From: Ron Swerczek
To: ARCH2D3.A2D3P1(LBAUME)
Date: 7/16/98 8:00am
Subject: Job No. N1-370-98-2, NOAA Corps Deck Logs -Reply

Larry: I agree with your recommendation to change the disposition from temporary to permanent. Please let me know if you need this in hard copy, signed form. And, I'm sorry for the delay in responding--I've been out since last Friday, the 10th.

Ron

>>> Larry Baume 07/13/98 07:51am >>>
Clarence and Ron,

Prior to the reorganization, I obtained approval from NWDT and NWDD for a temporary disposition for NOAA Corps Deck Logs, per a reappraisal of the records undertaken as a result of the NN-W RG 370 project. Jay Bosanko appraised the records (under my guidance) as a CIDS trainee on rotation in NWRC. All of the records stored at WNRC, a total of 271 feet, were checked.

Following a meeting with the Exec. Officer of NOAA Corps, and Annie Baker, the NOAA records officer, I have changed my mind about the temporary disposition of the Deck Logs, and recommend permanent retention. I have revised the job accordingly, and documented the revision in the Job file. The Deck Logs have continuing legal value to protect the government. Also, Deck Logs of both the Navy and Coast Guard are approved for permanent retention in the National Archives, and they are somewhat similar to NOAA's logs. I was unable to determine any significant difference or distinction between NOAA logs and CG logs, and was unable to satisfactorily justify the temporary disposition to NOAA when other logs are retained permanently. NOAA Deck Logs were previously approved for perm. retention in 1986 in 1703-05(1) of the NOAA manual. The current job now only updates the description of the records and clarifies the difference between Deck Logs and Engine Logs.

I would like to receive your comments/approval for this change in disposition so I can send the schedule for approval. If you have any questions, please contact me.

Larry

Mail Envelope Info: (35ADEB51.1A1 : 9 : 6683)

Subject: Job No. N1-370-98-2, NOAA Corps Deck Logs -Reply
Creation Date: 7/16/98 8:00am
From: Ron Swerczek

Created By: ARCH2D4.A2D4P1:RSWERCZE

Recipients

Post Office ARCH2D3.A2D3P1
LBAUME (Larry Baume)

Domain.Post Office
ARCH2D3.A2D3P1

Route
ARCH2D3.A2D3P1

Files	Size	Date & Time
MESSAGE	1826	07/16/98 08:00am

Options

Expiration Date: None
Priority: Normal
Reply Requested: No
Return Notification:: None

Concealed Subject: No
Security: Normal

From: Larry Baume
To: ARCH2D4.A2D4P1.rswercze, ARCH2D4.A2D4P1.clyons
Date: 7/13/98 7:51am
Subject: Job No. N1-370-98-2, NOAA Corps Deck Logs

Clarence and Ron,

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Larry

Mail Envelope Info: (35A9F4CC.C47 : 2 : 50302)

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2. MAJOR SUBDIVISION NOAA Corps Operations			
3. MINOR SUBDIVISION			
4. NAME OF PERSON WITH WHOM TO CONFER Anne J. Baker	5. TELEPHONE (301) 713-3540	DATE	ARCHIVIST OF THE UNITED STATES
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DATE	SIGNATURE OF AGENCY REPRESENTATIVE	TITLE	
7. Item No.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
	Chapter 1700 NOAA Corps Deck Logs SEE ATTACHED PAGES <i>Original proposal submitted to NDAA for concurrence.</i>		

**Operational and Administrative Records
Pertaining to NOAA Research Vessels**

1. Deck Logs.

Arranged by year, thereunder alphabetically by ship, thereunder by month.

Ship logs traditionally are bound volumes in which are recorded certain administrative details regarding the operation of a given ship on NOAA form 77-13D or its equivalent. The deck logs contain sheets for remarks and routine weather observations. The level of detail varies ranging from hourly to daily notations. The remarks section states the occurrences of shipboard events such as the following: sunrise and sunset; emergency preparedness drills; the raising and lowering of anchors; the temperature of refrigerators and freezers; maintenance needs, such as burned out lights; position data; quantities of water and fuel on hand; the raising and lowering of colors; and descriptions of whether the vessel was underway, anchored, moored, or in dry-dock. There is seldom mention of substantive information regarding mission responsibilities.

AUTHORIZED DISPOSITION: Close files annually at the end of each FY and transfer to the FRC 3 years after closure. Destroy 20 years after closure.

Supersedes N1-370-75-4, Item 87a, NOAA Manual 1703-05 (1)

Includes records stored in the following accessions at WRNC:

ACCESSION NO.	VOL	BOX NOS.
370-70A4849	0018	001-018
370-78-0001	0036	001-036
370-82-0032	0016	001-016
370-82-0034	0012	001-012
370-82-0035	0012	001-012
370-86-0001	0012	001-012
370-86-0002	0011	001-011
370-86-0019	0011	001-011
370-86-0020	0012	001-012
370-86-0040	0030	001-030
370-88-0024	0012	001-012
370-89-0024	0010	001-010
370-89-0028	0010	001-010
370-91-0005	0012	001-012
370-93-0010	0018	001-018
370-95-0024	0033	001-033
370-96-0420	0006	001-006

NOTE: These records were originally proposed for disposition under the NN-W Project Report covering unscheduled records stored at WNRC, Job No. N1-370-96-1, Item 46. The item was withdrawn from that job and resubmitted as N1-370-98-2.

January 15, 1998

Ms. Anne Baker
NOAA Records Officer
National Oceanic and Atmospheric Administration
OFA 53 (WS8533)
1305 East-West Highway
Silver Spring, MD 20910-3281

Dear Ms. Baker:

Enclosed for your concurrence is a SF-115 (registered as Job No. N1-370-98-2), that proposes disposition standards for NOAA Corps Deck Logs. This series was previously incorporated in a pending schedule (Job No. N1-370-96-1, Item 46) and has been withdrawn from that job.

After a thorough review of the records stored at the Washington National Records Center, we determined that NOAA Corps Deck Logs do not have sufficient value to warrant continued preservation in the National Archives. We propose that the records be destroyed 20 years after closure. If you concur with the proposed disposition listed on the enclosed SF-115, please complete Block 6 and return the signed copy to me at your earliest convenience. If you do not concur, please revise the disposition instructions prior to signing and returning the SF-115.

If you have any questions concerning this schedule, please contact Larry Baume of my staff on (301) 713-7110 ext. 234.

Sincerely,

HENRY J. WOLFINGER
Chief
Civilian Appraisal Staff

Enclosure

Official File - NWRC/M
Day File - NWRC/M

cc: Job No. N1-370-98-2
NWRC
Baume

LIBaume:mhv

t: 01/16/98

s:\wpfiles\decklog.lib

File: 1301.1a Department of Commerce



APPRAISAL REVIEW: RECOMMENDED ACTION
ON

REQUEST FOR RECORDS DISPOSITION AUTHORITY (SF-115)
SPECIAL RECORDS DISPOSITION STUDY
NNRC RECORDS DISPOSITION PROJECT REPORTS

Job No. or Title: *N 1-370-98-2P*

Instructions:

1. Each reviewer must fill in data below, using one line.
2. Check appropriate "recommendation" box.
3. Attach written comments if either "concur if modified" or "do not concur" box is checked. Comments are optional otherwise.
4. Heads (or designees) of reviewing units must complete this form.

		RECOMMENDATION			RECOMMENDED BY
Unit Symbol	Date (mm-dd-yy)	Concur	Concur if Modified	Do Not Concur	Signature. (do not use initials)
<i>NWDI</i>	<i>02/23/97</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<i>K. H. Reynolds</i>
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
ACTION TAKEN BY NN-W, NSC, NSR, or NIR					



APPRAISAL REVIEW: RECOMMENDED ACTION
OH

REQUEST FOR RECORDS DISPOSITION AUTHORITY (SF-115)
SPECIAL RECORDS DISPOSITION STUDY
NNRC RECORDS DISPOSITION PROJECT REPORTS

Job No. or Title: *N 1-370-98-2P*

Instructions:

1. Each reviewer must fill in data below, using one line.
2. Check appropriate "recommendation" box.
3. Attach written comments if either "concur if modified" or "do not concur" box is checked. Comments are optional otherwise.
4. Heads (or designees) of reviewing units must complete this form.

		RECOMMENDATION			RECOMMENDED BY
Unit Symbol	Date (mm-dd-yy)	Concur	Concur if Modified	Do Not Concur	Signature (do not use initials)
<i>NWDDC</i>	<i>1-6-98</i>	<input checked="" type="checkbox"/>			<i>Donald Sherygho</i>
<i>NWDP</i>	<i>1/11/98</i>	<input checked="" type="checkbox"/>			<i>Jeanne Schaub</i>
ACTION TAKEN BY NM-N, NSC, NSR, or NIR					
<i>NWP</i>	<i>1/13/98</i>	<input checked="" type="checkbox"/>			<i>Clare C. Cooley</i>

Job Number: NI-370-98-2

RG Number: 370

NNT APPRAISAL REVIEW WORK SHEET

- 1. Record Group allocation is appropriate. Yes No ___ N/A ___ Comment ___
- 2a. Physical allocation of the records should be considered part of approval process. Yes ___ No ___ N/A Comment ___
- 2b. Records should be considered for regional allocation. Yes ___ No ___ N/A Comment ___
- 3. Complete series are identified in each schedule item. Yes No ___ N/A ___ Comment ___
- 4. Physical character of all records is identified. Yes No ___ N/A ___ Comment ___
- 5a. Arrangement of each series is described. Yes No ___ N/A ___ Comment ___
- 5b. For those records lacking an alphabetical or numerical filing scheme, the existence of appropriate finding aids to the series is indicated. Yes ___ No ___ N/A Comment ___
- 6. Annual rate of accumulation of records is provided. Yes ___ No ___ N/A Comment ___
- 7. Disposition and retention information and dates of transfer provided are acceptable. Yes No ___ N/A ___ Comment ___
- 8. Blocking information governs transfer of records from Federal records center, agency space, or other location is provided and acceptable. Yes ___ No ___ N/A Comment ___
- 9. Relationship of schedule or report item to other items and to records in NARA's custody is evident. Yes No ___ N/A ___ Comment ___
- 10a. Relationship of schedule items to the creating entity and the value of the item to the documentation of missions and programs of the creating entity supports disposition recommendations. Yes No ___ N/A ___ Comment ___
- 10b. The disposition recommendations in the appraisal report (schedule) are in the public interest. Yes No ___ N/A ___ Comment ___
- 11. Security classifications or other access considerations (FOIA) do not preclude early transfer. Yes ___ No ___ N/A Comment ___

COMMENTS: (please indicate to which of the above items each comment refers, use other side of sheet for comments.)