Request for Records Disposition Authority

Records Schedule Number

DAA-0127-2017-0004

Schedule Status

Approved

Agency or Establishment

Department of the Navv

Record Group / Scheduling Group

Records of the U.S. Marine Corps

Records Schedule applies to

Major Subdivsion

Major Subdivision

United States Marine Corps

Minor Subdivision

I&L LF/MCICOM GF-7

Schedule Subject

National Environmental Policy Act-Process Automation and

Management Support (NEPA-PAMS)

Internal agency concurrences will

be provided

Yes

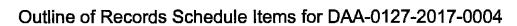
Background Information

The National Environmental Policy Act (NEPA) of 1969, as amended (42 United States Code § 4321-4370d) establishes a national environmental policy with goals of protection, maintenance, and enhancement of the environment, and provides a process for implementing these goals within federal agencies. Title 32 C.F.R. 775 and Marine Corps Order P5090.2 (series) Chapter 12 provides procedures for the Department of the Navy and U.S. Marine Corps. respectively, to implement the requirements of NEPA. The National **Environmental Policy Act-Process Automation and Management** Support (NEPA-PAMS) application is a web-enabled database that supports Marine Corps compliance with NEPA, to include analysis of agency proposals, document management, and workflow tracking support. The application supports web-based action initiation; process selection, tracking, and reporting; impact analysis; commenting; decisions; mitigation monitoring and tracking; administrative record; and document archiving. Marine Corps Base Camp Pendleton started using NEPA-PAMS in FY09. NEPA-PAMS will reach Initial Operating Capability as an enterprise-wide system in FY15 and the U.S. Marine Corps will use the system on an ongoing basis.

Item Count

Number of Total Disposition Items	Number of Permanent	Number of Temporary	Number of Withdrawn
	Disposition Items	Disposition Items	Disposition Items
1	0	1	0

GAO Approval



Sequence Number	
	National Environmental Policy Act-Process Automation and Management Support (
	NEPA-PAMS) Master File
	Disposition Authority Number: DAA-0127-2017-0004-0001

Records Schedule Items

Sequence Number

1

National Environmental Policy Act-Process Automation and Management Support (NEPA-PAMS) Master File

Disposition Authority Number

DAA-0127-2017-0004-0001

Data elements include but are not limited to Requests for Environmental Impact Review (REIRs) and supporting documentation, analysis of potential environmental impacts, required conservation and mitigation measures, records of regulatory consultation and public involvement, and interim and final determinations on proposed projects. Data is manually input by users. As currently configured NEPA-PAMS does not import or export to another IT system. The system generates email notifications to users when a project is ready for their review.

Final Disposition

Temporary

Item Status

Active

Is this item media neutral?

Yes

Do any of the records covered by this item currently exist in electronic format(s) other than email and word processing? Yes

Do any of the records covered by this item exist as structured

Yes

electronic data?

Manual Citation	Manual Title	
II .	General Environmental Protection	
Records, paragraph 4		

Disposition Instruction

Cut off 6 years after completion of the action to

correspond to the general statute of limitations under

the Administrative Procedures Act (APA).

Retention Period

Destroy 30 year(s) after cutoff

Additional Information

GAO Approval

Not Required



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 in this schedule are not now needed for the business of the agency or will not be needed after the retention periods specified.

Signatory Information

Date	Action	Ву	Title	Organization
01/24/2017	Certify	Maurice King	Supervisory Manage ment Analyst	Assistant for Administration - Directives and Records Management Division
08/25/2017	Submit for Concur rence	Steven Rhodes	Senior Appraisal Arc hivist	National Archives and Records Administration - Records Management Services
08/29/2017	Concur	Margaret Hawkins	Director of Records Management Servic es	National Records Management Program - ACNR Records Management Serivces
08/29/2017	Concur	Margaret Hawkins	Director of Records Management Servic es	National Records Management Program - ACNR Records Management Serivces
08/30/2017	Approve	David Ferriero	Archivist of the Unite d States	Office of the Archivist - Office of the Archivist