REQUEST FOR RECORDS DISPOSITION AUTHORITY						JOB NUMBER N1-26-11-1			
To NATIONAL ARCHIVES & RECORDS ADMINISTRATION 8601 ADELPHI ROAD COLLEGE PARK, MD 20740-6001					Date received 11 - 10 - 2010				
FROM (Agency or establishment)     Department of Homeland Security					NOTIFICATION TO AGENCY				
2 MAJOR SUBDIVISION United States Coast Guard 3 MINOR SUBDIVISION Vessel Security Division					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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10				
4 NAME OF PERSON WITH WHOM TO CONFER 202-475-3449				R	DATE ARCHIVIST OF THE UNITED STATES				
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 attached2 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 DATE ☐ SIGNATURE OF AGENCY REPRESENTATIVE					has been requested				
2 NOV 2010		Pamela Norman Pamela 9 Norm							
7 ITEM NO			OF ITEM AND PROPOSED D			9 GRS OR SUPE RSEI ED JOB CITA	(NARA US		

.

.

The purpose of this request is to Add/Change items to the current schedules to correctly identify records created and maintained in accordance with the Coast Guard Records Disposition Schedule, COMDTINST M5212 12A, Information and Life Cycle Management Manual

## **VESSEL SECURITY PLAN**

Consist of an index identifying the location of security administration and organization of the vessel, personnel training, drills and exercises, records and documentation, response to change in MARSEC Levels, procedures for interfacing with facilities, Declaration of Security (DoS), communications, security systems and equipment maintenance, security measures for access control, including designated public access areas, security measures for restricted areas, handling cargo, delivery of vessel stores and bunkers, and monitoring, security incident procedures, audits and security plan amendments, Vessel Security Amendments (VSA) reports, Piracy Annexes, ship Security Alert System Annexes

Disposition TEMPORARY

Destroy 5yrs after date of approval

Cutoff at the end of the calendar year in which the plan is superseded

Destroy 5 years after date of approval

Temporary. Cut off at the end of the calendary enr after the dak of approval. Destroy 5 years after cut off