FEDERAL AGENCY CEASED OPERATIONS

Schedule Number: N1-185-97-021

Federal agencies may cease operations when they are established as a temporary entity, are abolished, or functions are transferred to State or Local government or private control.

Description:

All records covered by this schedule are presumed destroyed, and the schedule is therefore obsolete. The agency ceased operations in 1999 and transferred its function to a foreign government.

The Panama Canal Treaty of 1977 terminated on December 31, 1999, and sovereignty over the canal was assumed by the Republic of Panama.

Date Reported: 11/08/2021

REQUEST FOR RECORDS DISPOSITION AUTHORITY

(See Instructions on reverse)

JOB NUMBER *NI-185-97-21*

DATE RECEIVED *6-9-97*

TO NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) WASHINGTON, DC 20408

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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10

1 FROM (Agency or establishment)	
Panama Canal Commission	

2 MAJOR SUBDIVISION
Administrative Services Division

3 MINOR SUBDIVISION
Records Management Branch

4 NAME OF PERSON WITH WHOM TO CONFER	5 TELEPHONE
Denise B. Will	(301)420-0675 Ext. 272-5033

DATE	ARCHIVIST OF THE UNITED STATES
2-2-00	

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,

[XX] is not required; [ ] is attached; or [ ] has been requested.

DATE	SIGNATURE OF AGENCY REPRESENTATIVE	TITLE
06/04/97	M. Jeanne Hinek	Chief, Records Management Branch

7 ITEM NO	8 DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARA USE ONLY)
	PANAMA CANAL COMMISSION ARCHITECTURAL AND ENGINEERING ELECTRONIC RECORDS		
1	**Aperture Card Coding System for Engineering Drawings.** Used to track all engineering drawings microfilmed on aperture cards. The system encodes each aperture card with the sketch or drawing number, revision number, and date of drawing.		
a	Input: Drawing or sketch number, revision number, and date of drawing. *TEMPORARY. Destroy according to disposition instructions for related engineering drawings and sketches.*		
b	Datafile. *TEMPORARY. Delete when information is superseded or obsolete.*		

CC: Agency, NWME

7 ITEM NO	8 DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARA USE ONLY)
c	Output: Coded microfilm aperture cards containing duplicate engineering drawing or sketch. *TEMPORARY. Transfer to the Panama Canal Authority Archives when no longer needed for Canal operations.*		
2	**Ship Design System**. Used by the naval architect to calculate ship stability by inputting loading and unloading conditions, and to design modifications to original drawings of floating equipment such as barges, tugs, launches, dredges, etc. Includes information such as general equipment data, trim and stability summary calculations, hydrostatic tables (draft, displacement, kmt, LCB, LCF), bonjean tables (location of stations), tank tables (type of oil, weight, volume, slack free surface), etc.		
a	Input: General characteristics of ship e.g., length, dimensions, etc. and information from ship drawings such as ship body plan, lines and offset. *TEMPORARY. Delete after information has been transferred to the masterfile and verified.*		
b	Datafile. *TEMPORARY. Delete when information is superseded, obsolete, or no longer needed for current operations.*		
c	Output: Reports of the operating condition of the floating equipment, such as performance, stability, power, structure, tank capacity, etc. *TEMPORARY. Destroy when superseded or no longer needed for current operations.*		
3	**Engineering Design/Drafting Systems**. Used by engineering and construction units to prepare, produce and modify architectural drawings, interior designs and facility planning, charts, graphs, topographical maps, technical illustrations, plots, and other jobs that must be plotted or printed, utility system drawings and diagrams, construction and mechanical designs, etc. using Autocad or similar software applications.		

7 ITEM NO	8 DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARA USE ONLY)
a	Input: Manual input of information from drafts, previous drawings, engineer's notes, field inspections, preprogrammed disks. *TEMPORARY. Destroy after information has been entered into the masterfile and verified, or when no longer needed for references purposes.*		
b	Datafile. *TEMPORARY. Delete when information is superseded or obsolete, or when no longer needed for current operations.*		
c	Output: Drawings and plotted maps, charts, graphs, sketches, diagrams, and any other related documents. *TEMPORARY. Cut off after completion of project. Apply the disposition instructions for related drawings, maps, sketches, etc. located elsewhere in this schedule.*		
4	**Engineering Equipment Selection, Analysis and Design Systems.** Used by civil, architectural, mechanical and other engineering fields to calculate, test, analyze, select and design equipment, components, structures and systems for engineering and construction-related projects.		
a	Input.		
	(1) Information from the project file such as notes, calculations, engineering drawings and sketches, etc. *TEMPORARY. Destroy according to the disposition instructions of related project file or after the information has been transferred to the system masterfile and verified.*		
	(2) Interface with other calculation and equipment selection software. *TEMPORARY. Delete after information has been transferred to the system masterfile and verified.*		

7 ITEM NO	8 DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARA USE ONLY)
b	Datafile.		
	TEMPORARY. Delete when information is superseded, obsolete, or when no longer needed for current operations.		
c	Output.		
	(1) Engineering drawings and designs, topographic maps, and mathematical calculations.		
	TEMPORARY. Apply the disposition instructions for related drawings, maps, and sketches, etc. located elsewhere in this schedule.		
	(2) Equipment schedules, containing information on technical specifications, model, capacity, etc.		
	TEMPORARY. Destroy according to the disposition instructions for the related project file.		
5.	Documentation created by the Aperture Card Coding, Ship Design, Engineering Design/Drafting, and Engineering Selection, Analysis and Design systems.		
	TEMPORARY. Destroy when superseded, obsolete, or no longer needed for current operations.		