

Request for Records Disposition Authority

Records Schedule Number DAA-0571-2020-0007

Schedule Status Approved

Agency or Establishment Pipeline and Hazardous Materials Safety Administration

Record Group / Scheduling Group Records of the Pipeline and Hazardous Materials Safety Administration

Records Schedule applies to Major Subdivision

Major Subdivision Pipeline & Hazardous Materials Safety Administration (PHMSA)

Minor Subdivision Operations Systems Division, PHP-6

Schedule Subject National Pipeline Mapping System (NPMS) - Master Files

Internal agency concurrences will be provided Yes

Background Information The NPMS is a Geographic Information Systems (GIS) that collects the location and attributes of gas transmission and hazardous liquid pipelines, Liquefied Natural Gas plants, and breakout tanks from pipeline operators. It supports a range of programs across PHMSA's Office of Pipeline Safety and external stakeholders.

Item Count

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of Total Disposition Items | Number of Permanent Disposition Items | Number of Temporary Disposition Items | Number of Withdrawn Disposition Items |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

GAO Approval

Outline of Records Schedule Items for DAA-0571-2020-0007

| Sequence Number | |
|-----------------|---|
| 1 | NPMS Pipeline, LNG and BOT Master File Disposition Authority Number: DAA-0571-2020-0007-0001 |

Records Schedule Items

| Sequence Number | |
|-----------------|--|
| 1 | <p data-bbox="345 380 948 411">NPMS Pipeline, LNG and BOT Master File</p> <p data-bbox="345 432 1151 464">Disposition Authority Number DAA-0571-2020-0007-0001</p> <p data-bbox="345 485 1528 751">The NPMS Pipeline, LNG and BOT Master File includes GIS data depicting gas transmission and hazardous liquid pipeline facility locations and attributes, including PHMSA assigned operator identification number, Operator name, System name, Subsystem name, Diameter, General commodities transported/stored, Commodity Details, Commodity Descriptions, Low Stress designation, Interstate/ intrastate designation, Operating status (active filled, active unfilled, permanently abandoned), Facility change descriptor and Spatial accuracy descriptor.</p> <p data-bbox="345 772 922 804">Final Disposition Permanent</p> <p data-bbox="345 825 850 856">Item Status Active</p> <p data-bbox="345 877 805 909">Is this item media neutral? No</p> <p data-bbox="345 930 1094 961">Explanation of limitation Electronic records only.</p> <p data-bbox="345 982 818 1108">Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing? Yes</p> <p data-bbox="345 1129 818 1224">Do any of the records covered by this item exist as structured electronic data? Yes</p> <p data-bbox="345 1255 659 1287">Disposition Instruction</p> <p data-bbox="345 1318 1455 1350">Cutoff Instruction Cutoff GIS data annually at end of calendar year.</p> <p data-bbox="345 1371 1528 1518">Transfer to the National Archives for Accessioning Every five years transfer to NARA data for all facilities reported as abandoned 30 or more years ago (e.g. transfer abandoned facility data reported in 2004-2008 in 2039, transfer 2004-2013 in 2044)</p> <p data-bbox="345 1560 656 1591">Additional Information</p> <p data-bbox="345 1623 834 1654">First year of records accumulation 2004</p> <p data-bbox="345 1675 1045 1770">What will be the date span of the initial transfer of records to the National Archives? From 2004 To 2008</p> <p data-bbox="345 1791 964 1885">How frequently will your agency transfer these records to the National Archives? Every 5 Years</p> |

| | Estimated Current Volume | Annual Accumulation |
|----------------------------------|--------------------------|---------------------|
| Electronic/Digital | 1.4 GB | 100 MB |
| Paper | | |
| Microform | | |
| Hardcopy or Analog Special Media | | |

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 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 | By | Title | Organization |
|------------|------------------------|-------------------|---|---|
| 05/04/2020 | Certify | Faustine Robinson | Records Officer | Pipeline and Hazardous Materials Safety Administration - Pipeline and Hazardous Materials Safety Administration |
| 05/20/2021 | Submit for Concurrence | David Weber | Senior Appraisal Archivist | National Archives and Records Administration - Records Management Services |
| 01/27/2022 | Return to Submitter | Margaret Hawkins | Director of Records Management Services | National Records Management Program - ACNR Records Management Services |
| 02/14/2022 | Submit for Concurrence | David Weber | Senior Appraisal Archivist | National Archives and Records Administration - Records Management Services |
| 03/07/2022 | Concur | Margaret Hawkins | Director of Records Management Services | National Records Management Program - ACNR Records Management Services |
| 03/07/2022 | Concur | Laurence Brewer | Chief Records Officer | National Records and Archives Administration - National Records and Archives Administration |
| 03/08/2022 | Approve | David Ferriero | Archivist of the United States | Office of the Archivist - Office of the Archivist |