

| | | | |
|--|---------------------------------|---|---|
| REQUEST FOR RECORDS DISPOSITION AUTHORITY <i>(See Instructions on reverse)</i> | | LEAVE BLANK (NARA use only) | |
| TO: NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) WASHINGTON, DC 20408 | | JOB NUMBER <i>NI-370-93-2</i> | DATE RECEIVED <i>5/12/93</i> |
| 1. FROM (Agency or establishment) National Oceanic and Atmospheric Admin. | | 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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10. | |
| 2. MAJOR SUBDIVISION Office of Chief Scientist | | | |
| 3. MINOR SUBDIVISION | | | |
| 4. NAME OF PERSON WITH WHOM TO CONFER Daisy Rivers | 5. TELEPHONE 443-8967 | DATE <i>7-1-94</i> | ARCHIVIST OF THE UNITED STATES <i>Cathy Hudkamp Peters</i> |

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,

is not required; is attached; or has been requested.

| | | |
|------------------------|--|---------------------------------------|
| DATE <i>4/27/93</i> | SIGNATURE OF AGENCY REPRESENTATIVE <i>Daniel Rooney</i> | TITLE Departmental Records Officer |
|------------------------|--|---------------------------------------|

| 7. ITEM NO. | 8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION | 9. GRS OR SUPERSEDED JOB CITATION | 10. ACTION TAKEN (NARA USE ONLY) |
|-------------|---|---|----------------------------------|
| | <p>National Oceanic and Atmospheric Administration, Office of the Chief Scientist</p> <p>Records of the Arabian Gulf Program Office</p> <p>All records on this schedule were created between November 1990 and April 1993. Total volume of all series listed is less than 12 cubic feet</p> <p>For all records series listed herein, the National Archives and Records Administration reserves the right to dispose of any marginal, duplicate, fragmentary or non-identifiable materials and records that are already scheduled under approved agency schedules and the General Records Schedule during archival processing.</p> <p style="text-align: center;">(See Attached Sheets)</p> <p><i>Copies sent to Agency, NCF, NNW, NNS, NNT,</i></p> | <p><i>Verbal concurrence to all modifications to this schedule was received from Daisy Rivers, NOAA records management officer, by telephone on 4/8/94.</i></p> <p style="text-align: right;"><i>Fairy Anne</i></p> | |

1. Published Reports and Studies

One copy of all official publications formally coordinated or prepared by the staff of the Arabian Gulf Program Office including the final project report, scientific reports, summary papers on findings, Mt. Mitchell Expedition Report, and the like.

- a. Official Record Set.** One copy of each official publication.

AUTHORIZED DISPOSITION: PERMANENT. Transfer immediately to the Washington National Records Center. Transfer to National Archives in 1994.

- b. All other copies.** Duplicate copies of official publications maintained for convenience of reference.

AUTHORIZED DISPOSITION: Destroy when no longer needed for agency business.

2. Unpublished Reports and Studies

- a. Unofficial, Routine or Informal Publications.** Field Manuals for Scientists, Instructional Manuals for each leg of the cruise, briefing books, working papers, notes and the like.

AUTHORIZED DISPOSITION: Destroy when no longer needed for agency business.

- b. Manuscripts and Unpublished Drafts.** Research reports, articles, bibliographies and studies.

AUTHORIZED DISPOSITION: Transfer to Hazardous Material Laboratory for 10 years. Destroy when no longer needed.

- c. Oil Fire Database** Statistical data and narrative on each of the Kuwait oil well fires kept in electronic format. Some has been printed in hard copy, some has not.

AUTHORIZED DISPOSITION: PERMANENT. ~~Transfer to Hazardous Materials Laboratory for 20 years. Then~~ Transfer directly to the National Archives, in accordance
IMMEDIATELY

WITH 36 CFR 1228.188.

3. Audiovisual Materials

Photographic negatives, prints, transparencies, slides, videos and posters created for presentations, to announce conferences, document projects or for use as raw scientific data.

AUTHORIZED DISPOSITION: PERMANENT. ~~Transfer immediately to the Washington National Records Center as required by 36 CFR 1228.104.~~ Transfer to the National Archives in 1994, in ACCORDANCE WITH 36 CFR 1228.104.

4. Charts

American, British and French charts including nautical, aeronautical, oil field and compilation charts containing topographic, oceanographic and sampling data of the Persian Gulf area.

AUTHORIZED DISPOSITION: PERMANENT. Transfer to Hazardous Materials Laboratory for 20 years. Then transfer directly to the National Archives.

5. Press File used to Monitor Public Opinion

Assortment of photocopies of newspaper articles summarizing press coverage of Kuwait Oil Well Fires, Oil Spill and Project Staff Activities during operation time in the Arabian Gulf area. Used by NOAA staff to monitor public opinion and fear on health issues.

AUTHORIZED DISPOSITION: PERMANENT. Transfer immediately to the Washington National Records Center. Transfer to the National Archives in 1994.

6. Contract Assessments

Professional, scientific and technical studies performed by outside experts relating to environmental assessments of the Persian Gulf region.

AUTHORIZED DISPOSITION: PERMANENT. Transfer to Hazardous Materials Laboratory for 20 years. Then transfer directly to the National Archives.

7. Director's Administrative Correspondence Subject Files

Official copies of all correspondence, inter-governmental cables, memorandums, speeches and presentations and other materials documenting program policies, procedures, decisions, initiatives, organization, functions and other administrative matters. Includes printouts of E-Mail System Records

AUTHORIZED DISPOSITION: PERMANENT. Transfer to Hazardous Materials Laboratory for 20 years. Then transfer directly to the National Archives.

8. Minutes of Meetings

Minutes of Meetings attended by NOAA staff during crisis including WMO (World Meteorological Organization), ROPME (Regional Organization for the Protection of the Marine Environment) and IOC (Intergovernmental Oceanographic Commission).

AUTHORIZED DISPOSITION: PERMANENT. Transfer immediately to the Washington National Records Center. Transfer to the National Archives in 1994.

9. Mt. Mitchell Ship Data

Marine and sea surface observations of the Persian Gulf (water temperature, salinity, etc...) gathered during the hundred day expedition to the Persian Gulf region.

AUTHORIZED DISPOSITION: PERMANENT. ~~Transfer to Hazardous Materials Laboratory for 20 years. Then~~ Transfer ~~directly~~ to the National Archives, in ACCORDANCE IMMEDIATELY

WITH 36 CFR 1228.188.