

REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on page 2.)

LEAVE BLANK (NARA use only)

JOB NUMBER

NI-26-04-1

DATE RECEIVED

10/19/03

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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.

DATE

6/1/05

ARCHIVIST OF THE UNITED STATES

WITHDRAWN

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

1. FROM (Agency or establishment)

U.S. COAST GUARD

2. MAJOR SUBDIVISION

COMMANDANT (G-SI/Y2K)

3. MINOR SUBDIVISION

4. NAME OF PERSON WITH WHOM TO CONFER

Vernon Mann

~~R. E. PINSMAN, CAPT, USCGR~~

5. TELEPHONE

202 267 0633

~~202 267 2193~~

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

10/16/03

SIGNATURE OF AGENCY REPRESENTATIVE

Karen Span (gsc)

TITLE

Records Officer

7. ITEM NO.

8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION

See attached U.S. Coast Guard Records Control Schedule 496A

Draft

9. GRS OR SUPERSEDED JOB CITATION

10. ACTION TAKEN (NARA USE ONLY)

WITHDRAWN

DRAFT OF 02/07/00

U.S. COAST GUARD RECORDS SCHEDULE

SERIES TITLE: U.S. Coast Guard Year 2000 (Y2K) Records

PROGRAM: Y2K

NARA DISPOSAL AUTHORITY: Pending

APPLICABILITY: Agency-wide

IDENTIFYING INFORMATION:

DESCRIPTION: The Coast Guard (Y2K) Program identified, assessed, and managed the Year 2000 risks. The renovation and testing of mission critical systems for operational readiness and contingency preparedness planning for emergencies. Also, developed policy guidance and reporting requirements for the Year 2000 rollover.

MEDIUM: Electronic (CDROM)

I. TYPE OF RECORDS:

1. Directives:

- A. INSTRUCTIONS
- B. NOTICES
- C. ALCOAST/ALDIST
- D. PUBLICATIONS

2. Record Messages:

3. Reports:

- A. IMT meetings
- B. OMB quarterly
- C. Departmental reports
- D. Supporting documentation (systems)
- E. Lessons learned

4. Financial:

- G. Fund Transfer Authority
- H. CIFP
- I. Contracts
- J. Procurement Requests
- K. Travel – Orders
- L. Transaction Summaries

5. Personnel:

- D. Staffing records
- E. Participants
- F. Training

6. Outreach:

A. Domestic

- 1. Publications – Articles (historical value)
- 2. Speeches
- 3. Presentations
- 4. Conferences
- 5. Workshops

B. International

- 1. Publications – Articles (historical value)
- 2. Speeches
- 3. Presentations
- 4. Conferences
- 5. Workshops

7. Systems

- A. Reports
- B. Test plans
- C. Test scripts
- D. Certification
- E. Exercises
- F. Databases

FUNCTIONS SUPPORTED: Program operations

WITHDRAWN

DISPOSITION INFORMATION:

FINAL DISPOSITION:

1. Electronic (CDROM): Permanent
2. Supporting documentation: Permanent

TRANSFER TO FRC PERMITTED:

No
No

REASONS FOR DISPOSITION: The U.S. Coast Guard Year 2000 (Y2K) permanent records have historical value. These records protect Coast Guard interests and document significant accomplishments.

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II. Electronic Mail:

1. Originator's copy
2. Action addressee's copy

FUNCTIONS SUPPORTED: Program operations

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