

<b>REQUEST FOR RECORDS DISPOSITION AUTHORITY</b> <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-NU-92-1</i>	
1. FROM (Agency or establishment) DEPARTMENT OF THE NAVY		DATE RECEIVED	
2. MAJOR SUBDIVISION INFORMATION TECHNOLOGY ACQUISITION CENTER		NOTIFICATION TO AGENCY	
3. MINOR SUBDIVISION		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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10	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  MILLIE STEWART	5. TELEPHONE  202-433-4217	DATE	ARCHIVIST OF THE UNITED STATES  

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 3 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	SIGNATURE OF AGENCY REPRESENTATIVE	TITLE
10/31/91	CDR L.J. BOOP 	Head, Directives, Postal and Records Management Department

7. ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
	PART V RECORDS OF ARMED CONFLICT		

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PART V

RECORDS OF ARMED CONFLICT

THIS PART PERTAINS TO RECORDS CREATED BY PARTICIPATING UNITS DURING PERIODS OF ARMED CONFLICT. THE PROVISIONS OF THIS PART WILL BE EXECUTED ONLY UPON THE AUTHORITY OF THE SECRETARY OF THE NAVY, THE CHIEF OF NAVAL OPERATIONS OR THE COMMANDANT OF THE MARINE CORPS AND MAY BE MODIFIED AT THE TIME OF EXECUTION. WHEN EXECUTED BY PROPER AUTHORITY THE PROVISIONS OF THIS SECTION WILL SUPERSEDE THE DISPOSITION INSTRUCTIONS PROVIDED ELSEWHERE IN THIS INSTRUCTION FOR RECORDS CREATED BY NAVAL COMPONENT COMMANDERS, SUBORDINATE COMMANDERS, AND INDIVIDUAL UNITS PARTICIPATING.

At the conclusion of periods of armed conflict, wars, hostile actions against U.S. Forces, and other combat situations, it is necessary to analyze fully the actions and reactions of both friendly and enemy forces across the full spectrum of the conflict. In order to accomplish this rigorous operations analysis, full and complete documentation of all phases of the operation, including all intelligence, climatic, and other external information available to command, must be preserved and transferred to the activity designated to perform this analysis. The purpose of this analysis is to assess the effectiveness of weapons and tactics, suggest methods of improvement that have been tested in actual combat situations, determine adjustment required to force composition and systems design, and justify future budget decisions. At the conclusion of the operations analysis phase it is equally important that this documentation be made available to the Director of Naval History and the Director of Marine Corps History and Museums so that the official histories and historical analyses can be prepared and made available to the public. The cut off point for records will normally be the end of hostilities. However, interim cut off periods may be established for prolonged periods of conflict. Any modifications to the general provisions of this part will be contained in the executing order.

1. RECORDS ACCUMULATED BY NAVAL COMPONENT COMMANDER, SUBORDINATE NAVY AND MARINE CORPS COMMANDERS, AND INDIVIDUAL NAVY AND MARINE CORPS UNITS. Records consisting of operations plans/orders, messages sent and received, voice communications logs, watch logs, reports of engagement, commanding officer narrative reports, strike briefings and debriefings, electronic records of the operation and performance of weapons and surveillance systems, intelligence reports and assessments, situation reports, after actions reports, command chronologies, weather observations, annotated charts and maps, records of enemy engagements, battle damage assessments, target lists, casualty reports, commander logs, and combat camera negatives and video tape. (Exclude Marine Corps command chronologies and supporting documentation. These documents will be provided to the designated operations analysis activity by the Director of Marine Corps History and Museums.) In addition to the above, special units will include records as indicated:

Transfer to the activity designated to conduct the operations analysis per instructions provided with execution of this part.

a. Ships. Ships deck log, position log and AW disposition, enemy force alert messages, engagement logs, DRT's, mental prediction messages, emission control logs, active ECM logs, tactical intelligence monitor rolls, communications center watch log, ordnance expenditure reports by mission, AirWing debriefs, MISREPS, CATCC logs, corrected flight schedules, detailed aircraft damage reports, and data related to naval gunfire support

b. Commanders. Standing and daily OPINS/OPTASKS for each warfare and mission area, warfare commander's daily intentions, ship and other unit assignments, and command net logs.

c. Amphibious Operations. Composition of breaching team, landing plan, supporting force assets and methods including fire support and deception operations, summary of advanced force operations, and information related to SEABEE and SEAL operations.

d. Mine Countermeasures. Details of MCM operations including types of mines found, systems used in locating mines, techniques for countering the mine, and underwater obstacle threat.

e. Logistics Operations. Battle Force Logistics Coordinator Log, Amphibious Task Force Logistics Coordinator Log, Material Control Officer's Log, Logistics Units SITREPS, ordnance data including inventories, loadouts, expenditures, and resupply, and merchant ship delivery information.

**2. STUDIES, REPORTS, AND FORMAL RECOMMENDATIONS  
PRODUCED BY THE DESIGNATED OPERATIONS ANALYSIS ACTIVITY.**  
Printed studies, reports, formal recommendations, and compilations of lessons learned covering the period of armed conflict.

a. One printed copy.

Transfer to the Director of Naval History. DNH destroy when no longer required.

b. One printed copy of studies based on Marine Corps operations.

Transfer to the Director of Marine Corps History and Museums. Destroy when no longer required.

c. Silver halide microfilm copy 1.

Permanent. Retire to WNRC when 5 years old. Transfer to NARA when 20 years old.

d. Silver halide microfilm copy 2.

Retain on board. Destroy when no longer required.

**3. PAPER AND PHOTO RECORDS USED IN THE PRODUCTION OF REPORTS BY THE DESIGNATED OPERATIONS ANALYSIS ACTIVITY.**

Paper and photographic records from operating units used in the production of studies and reports.

a. Silver halide microfilm copy 1.

Permanent. Retire to WNRC when 5 years old. Transfer to NARA when 20 years old.

b. Silver halide microfilm copy 2.

Retain on board. Destroy when no longer required.

c. Paper records that are designated as PERMANENT records elsewhere in this instruction.

Retire to WNRC or transfer to NARA as indicated in the appropriate section of this instruction.

d. Paper records that are designated as temporary records elsewhere in this instruction, duplicate copies, and non record material.

Destroy after verification of microfilm. Selected records may be transferred to the Director of Naval History or the Director of Marine Corps History and Museums.

**4. PAPER RECORDS NOT USED IN THE PRODUCTION OF REPORTS.**

Execute the disposition instructions contained elsewhere in this instruction.

**5. MOTION PICTURE FILM AND VIDEO TAPE.** Motion picture footage, gun camera film, and video tape of combat action received from operating units.

Permanent. Retire to WNRC when studies are completed. Transfer to NARA when 10 years old.

**6. DATA BASES AND OTHER ELECTRONIC RECORDS.** Data in electronic or optical format received from operating units.

Disposition not authorized. Submit Request for Disposition Authority (SF 115) to NARA.