

H-2003-00678-8

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BOX |

<u>FILE NUMBER</u>	<u>SUBJECT</u>	<u>CLASS</u>	<u>LIFE SPAN</u>	<u>DISPOSAL</u>
1000-1	GENERAL ADMINISTRATION AND MANAGEMENT.	C	29 JAN 89 - 16 JUL 92	5 YEARS
1006-1	ACCIDENT PREVENTION & SAFETY	PA	10 FEB 87 - 06 MAY 92	5 YEARS
1045-1	APPRECIATION CONGRATULATIONS & GREETINGS	PB	18 DEC 91 - 16 JUL 92	2 YEARS
1100-1	CAMPAIGN AND CANVSSING	U	27 AUG 86 - 28 APR 92	2 YEARS
1180-1	CONFERENCES, MEETINGS AND SYMPOSIA	U	11 JUL 90 - 08 JAN 92	5 YEARS
1280-1	FOOD SERVICES - GENERAL	U	05 FEB 88 - 23 OCT 91	3 YEARS
1370-1	INSPECTIONS - GENERAL	U	09 APR 90 - 12 MAY 92	5 YEARS
1470-1	LETTERS - GENERAL	U	01 OCT 91 - 11 JUL 92	2 YEARS
1555-1	PHOTOGRAPHY	U	29 JAN 73 - 07 APR 90	5 YEARS
1570-1	POSTAL SERVICES	C	05 OCT 73 - 09 JAN 92	5 YEARS
1600-1	REGULATIONS & ORDERS - GENERAL	U	20 AUG 87 - 08 NOV 91	10 YEARS

BOX 2

<u>FILE NUMBER</u>	<u>SUBJECT</u>	<u>CLASS</u>	<u>LIFE SPAN</u>	<u>DISPOSAL</u>
1630-1 VOL 8	REPORTS & RETURNS - GENERAL	PB	22 MAY 90 - 20 JAN 92	3 YEARS
1630-1 VOL 9	REPORTS & RETURNS - GENERAL	PB	27 JAN 92 - 07 MAY 92	3 YEARS
1630-2	REPORTS & RETURNS - ENGINEERING	U	05 JAN 90 - 14 JUL 92	5 YEARS
1630-3	REPORTS & RETURNS - SHIPS ACTIVITY REPORTS	C	16 APR 90 - 29 FEB 92	3 YEARS
1700-1	SOCIAL FUNCTIONS	U	12 JAN 88 - 07 AUG 91	3 YEARS
1775-1	VISITS - GENERAL	U	20 APR 85 - 02 JUL 92	1 YEAR
1830-1	LIBRARY SERVICES	U	10 FEB 87 - 23 MAY 90	5 YEARS
1865-1	PARKING ACCOMMODATION	U	29 APR 75 - 23 MAR 92	10 YEARS
1901-0	ORGANIZATIONS - POLICY	U	02 OCT 91	10 YEARS
1901-1	ORGANIZATIONS - GENERAL	U	08 JAN 90 - 16 JUL 92	10 YEARS
1920-0	ESTABLISHMENTS - POLICY	U	25 MAY 92 - 27 MAY 92	10 YEARS
1920-1	ESTABLISHMENTS - GENERAL	U	21 MAR 90 - 03 OCT 91	10 YEARS
2100-1 VOL 4	SECURITY - GENERAL	C	17 DEC 86 - 15 FEB 89	5 YEARS
2100-1 VOL 5	SECURITY - GENERAL	C	06 MAR 89 - 06 MAY 92	5 YEARS

BOX 3

<u>FILE NUMBER</u>	<u>SUBJECT</u>	<u>CLASS</u>	<u>LIFE SPAN</u>	<u>DISPOSAL</u>
2729-1	COMMUNICATIONS - FIXED TELEPHONE SYSTEMS	C	02 DEC 86 - 16 APR 92	5 YEARS
2740-1	COMUNICATIONS - FLEET	C	29 NOV 91	10 YEARS
2900-1	PUBLICATIONS - GENERAL	C	15 JAN 90 - 14 JUL 92	5 YEARS
3150-1	DIVING - GENERAL	PB	03 OCT 91 - 15 JUL 92	5 YEARS
3195-1	GUNNERY AND FIRING EXERCISES	C	28 MAY 91 - 01 NOV 91	10 YEARS
3275-1	METEOROLOGY - GENERAL	C	23 NOV 83 - 12 OCT 90	5 YEARS
3333-1	OPERATIONAL EVALUATION	C	06 MAY 86 - 09 APR 92	5 YEARS
3360-1	PORT INFORMATION	C	15 OCT 80 - 06 MAR 91	5 YEARS
3485-1 VOL 4	WORKUPS, WORK UP PROGRAMS AND EFFICIENCY - SHIPS	C	15 JAN 88 - 04 JAN 91	10 YEARS
3485-1 VOL 5	WORKUPS, WORK UP PROGRAMS AND EFFICIENCY - SHIPS	C	30 APR 91 - 18 FEB 91	10 YEARS

BOX 4

<u>FILE NUMBER</u>	<u>SUBJECT</u>	<u>CLASS</u>	<u>LIFE SPAN</u>	<u>DISPOSAL</u>
4500-1	TRAINING - GENERAL	PA	11 SEP 91 - 05 JUN 92	3 YEARS
4639-1	COURSES - GENERAL	C	11 MAY 87 - 16 APR 92	3 YEARS
4705-1	LANGUAGE TRAINING AND TESTING GENERAL	PA	18 AUG 87 - 25 MAY 92	5 YEARS
4975-1	TRADES TRAINING - GENERAL	C	13 JAN 87 - 05 MAY 92	3 YEARS
5000-1	SERVICE PERSONNEL - GENERAL	PB	09 MAY 83 - 19 MAY 92	5 YEARS
5000-2	GRIEVANCES - GENERAL	PB	15 JUL 82 - 29 JUN 92	5 YEARS
5000-2	REDRESS OF GREIEVANCE - POLICY	PB	06 SEP 90 - 28 NOV 90	5 YEARS
5017-1	ENTERTAINMENT AND FILMS	U	22 MAY 73 - 27 AUG 91	3 YEARS
5076-2	SEA COMMAND EXAMS - PART II	C	22 OCT 86 - 09 MAY 90	10 YEARS
5077-2	TARGET NINETY THREE (93)	U	03 JUN 86	10 YEARS
5140-1	COMPETITIONS - GENERAL	U	21 DEC 88 - 27 APR 92	5 YEARS
5206-1	DISCIPLINE - REPORTS & RETURNS	PB	12 FEB 92 - 24 AUG 92	3 YEARS
5225-1	DOCUMENTATION & RECORDS- ROUTINE (PER)	PB	29 MAR 91 - 20 JUL 92	3 YEARS
5250-1	DRESS REGULATIONS - GENERAL	U	13 JAN 89 - 03 FEB 89	5 YEARS
5275-1	PERSONNEL DUTIES & RESPONSIBILITIES	U	20 JAN 88 - 11 JAN 92	5 YEARS

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<u>FILE NUMBER</u>	<u>SUBJECT</u>	<u>CLASS</u>	<u>LIFE SPAN</u>	<u>DISPOSAL</u>
5420-1	HOUSING ADMINISTRATION	U	24 OCT 79 - 16 JUL 92	5 YEARS
5500-1	LEAVE - GENERAL	U	23 MAY 83 - 31 OCT 91	5 YEARS
5535-1	MANPOWER	PA	07 APR 86 - 14 JAN 92	5 YEARS
5545-1	MESSES AND INSTITUTES	U	15 JAN 87 - 31 MAR 92	2 YEARS
5590-1	PHYSICAL EDUCATION & RECREATION GENERAL	U	01 OCT 91 - 04 FEB 92	3 YEARS
5640-1	PROMOTIONS - GENERAL	PB	29 JAN 90 - 22 JAN 92	2 YEARS
5705-1	RELEASES - GENERAL	PA	11 JAN 90 - 14 JUL 92	5 YEARS
5710-1	REMUSTER OF TRADESMEN	PB	18 JAN 89 - 10 OCT 91	5 YEARS
5720-1	REPORTS & RETURNS - PERSONNEL	PB	24 NOV 91 - 26 MAR 92	3 YEARS
5810-1	TRADES STRUCTURES - GENERAL	U	14 OCT 86 - 20 JUN 91	5 YEARS
5850-1	WELFARE - GENERAL	U	18 APR 88 - 13 JUL 92	5 YEARS
5852-1	WELFARE - CF DRUG & ALCOHOL EDUCATION PROGRAM	U	18 FEB 85 - 19 JUL 89	5 YEARS
6600-1 VOL 4	MEDICAL PLANS AND SERVICES	U	18 DEC 86 - 12 JAN 89	5 YEARS
6600-1 VOL 5	MEDICAL PLANS AND SERVICES	U	20 JAN 89 - 12 JUL 92	5 YEARS
6900-1	DENTAL - GENERAL	U	24 AUG 87 - 14 AUG 90	2 YEARS

BOX 11 6

<u>FILE NUMBER</u>	<u>SUBJECT</u>	<u>CLASS</u>	<u>LIFE SPAN</u>	<u>DISPOSAL</u>
7000-0 VOL 1	FINANCE - POLICY	PB	25 JAN 85 - 19 SEP 91	2 YEARS
7000-0 VOL 2	FINANCE - POLICY	PB	09 DEC 91 - 16 JUL 92	2 YEARS
7000-2	REPORTS OF EXAMINATION OF CASH	U	24 JUL 89 - 21 AUG 89	5 YEARS
7045-1	AUDITING - GENERAL	C	06 MAR 86 - 30 APR 92	5 YEARS
7140-1	ENTERTAINMENT ALLOWANCES - GENERAL	U	13 APR 83 - 08 APR 92	5 YEARS
7204-1 VOL 2	PAY & ALLOWANCES - GENERAL	U	17 AUG 83 - 13 APR 89	5 YEARS
7204-1 VOL 3	PAY & ALLOWANCES - GENERAL	U	20 APR 89 - 18 MAR 92	5 YEARS
7204-2	PAY & ALLOWANCES - INCENTIVE PAY	U	25 FEB 85 - 25 SEP 87	3 YEARS
7205-1	ALLOWANCES OF OFFICERS AND MEN	U	12 DEC 87 - 02 APR 92	3 YEARS
7209-1	TRANSPORTATION & TRAVELLING ENTITLEMENTS	U	04 MAR 86 - 11 JUL 92	5 YEARS
7330-1	FUNDS - GENERAL	U	26 AUG 87 - 05 JUN 92	5 YEARS
7331-1 VOL 5	NON PUBLIC FUNDS - GENERAL	U	26 JAN 87 - 19 JUL 92	3 YEARS
7331-1 VOL 6	NON PUBLIC FUNDS - GENERAL	U	03 DEC 91 - 25 JUN 92	3 YEARS

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<u>FILE NUMBER</u>	<u>SUBJECT</u>	<u>CLASS</u>	<u>LIFE SPAN</u>	<u>DISPOSAL</u>
7375-1	FINANCIAL REPORTS & RETURNS	U	27 JUL 81 - 04 JUN 91	3 YEARS
7403-1	TAXES - CUSTOMS & EXCISES	U	11 JAN 73 - 20 FEB 91	5 YEARS
7490-1	WRITE OFFS	U	30 SEP 75 - 04 MAR 92	5 YEARS
7500-1	TRANSPORTATION - GENERAL	U	01 APR 87 - 10 MAR 92	5 YEARS
7605-1	ACCOMODATIONS - GENRRERAL	U	23 JUN 81 - 14 JUL 89	5 YEARS
7640-1	FIRE PREVENTION - GENERAL	U	28 FEB 89 - 18 MAY 89	3 YEARS
10001-1 VOL 5	EQUIPMENT & SUPPLIES - GENERAL	U	21 APR 86 - 11 OCT 90	3 YEARS
10001-1 VOL 6	EQUIPMENT & SUPPLIES - GENERAL	U	05 NOV 90 - 29 JUN 92	3 YEARS
10034-1	MARKINGS - GENERAL	U	14 AUG 72 - 22 AUG 78	4 YEARS
10040-1	MODIFICATIONS & ALTERATIONS	U	29 AUG 89 - 04 APR 91	10 YEARS
10063-1	MATERIAL AUTHORIZATIONS CHANGE	U	26 AUG 86 - 23 JUL 91	10 YEARS
11000-1	WEAPONS - GENERAL	C	26 MAR 87 - 30 APR 92	10 YEARS

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<u>FILE NUMBER</u>	<u>SUBJECT</u>	<u>CLASS</u>	<u>LIFE SPAN</u>	<u>DISPOSAL</u>
11300-1	AMMUNITIONS & EXPLOSIVES GENERAL	U	27 APR 88 - 10 JUL 91	5 YEARS
11500-ED	AIRCRAFT & AIRFRAME STRUCTURAL COMPONENTS - CH55 2 HELO	U	23 APR 90 - 27 MAR 92	3 YEARS
11900-14-1	DEFECTS & DOCKING	U	26 MAY 87 - 10 APR 92	5 YEARS
11900-117-1	MAINTENANCE MANAGEMENT GENERAL(REFIT REPORTS)	U	25 APR 88 - 17 JAN 92	5 YEARS
11900-DDH229-81	TEST & TRIALS	U	25 JAN 90 - 12 MAY 92	5 YEARS
11900-1	SHIPS, SMALL CRAFT, PONTOONS & FLOATING DOCKS	U	12 SEP 90 - 06 JUL 92	5 YEARS
15800-1	COMMUNICATION DETECTION & COHERENT RADIATION EQUIP.	U	26 JAN 78 - 27 AUG 91	10 YEARS
15800-1	RADAR EQUIPMENT	U	20 MAY 87 - 12 MAY 92	8 YEARS
17400-1	OFFICE MACHINES, VISIBLE RECORD EQUIPMENT	U	13 JUN 84 - 22 FEB 91	5 YEARS
18400-1	CLOTHING - INDIVIDUAL EQUIP. AND INSIGNIA	U	13 FEB 84 - 26 JUN 90	5 YEARS
19100-1	FUELS, LUBRICANTS, OILS AND WAXES	U	28 JUL 81 - 19 FEB 91	3 YEARS