

Records Management Policy Matrix

Last updated 3/15/2020

MARADMIN 192/19	Guidance Regarding Out-Processing, Account Management, and Records Requirements for MCEN Users
MARADMIN 485/18	Announcement of SECNAV Notice 5210 for the Implementation of New DON Bucket Records Schedules
MARADMIN 530/15	Department of Navy Tasks, Records, and Consolidated Knowledge Enterprise Repository (DONTRACKER)
MARADMIN 466/15	Marine Corps Command Designated Records Manager Program
MARADMIN 593/12	Mandatory Annual Records Management Training
MARADMIN 491/06	Electronic Records Series and Information System Inventory
44 USC Chapter 21	National Archives and Records Administration
44 USC Chapter 29	Records Management by the Archivist of the United States and by the Administrator of General Services
44 USC Chapter 31	Records Management by Federal Agencies
44 USC Chapter 33	Disposal of Records
OMG M-19-21	Transition to Electronic Records
DoDI 5015.02 CH 1	DoD Records Management Program
DoD 5015.02-STD	Electronic Records Management Software Applications Design Criteria Standard
SECNAVINST 5210.8F	Department of the Navy Records Management Program
SECNAV M-5210.1 CH 1	Department of the Navy Records Management Program Records Management Manual
SECNAV M-5210.2	Department of the Navy Standard Subject Identification Code (SSIC) Manual
SECNAV Notice 5210 dtd 29 May 2018	SECNAV Manual 5210.1, Part III
DON Bucket Disposition Schedules	
MCO 5210.11F	Marine Corps Records Management Program
5210 MCBUL	Marine Corps Transition to Electronic Records Management (ERM)
USMC Command Records Operational Support Site	USMC Phase I to ERM Migration
NARA	National Archives and Records Administration
NARA Bulletins:	National Archives and Records Administration Bulletins
NARA Bulletin 2017-01	Agency Records Management Training Requirements
NARA Bulletin 2017-02	Guidance on Senior Agency Officials for Records Management
NARA Bulletin 2013-02	Guidance on a New Approach to Managing Email Records
GRS 6.1	Email Managed Under a Capstone Approach
*Note: There are several NARA Bulletins, the bulletins cited above are the most frequently referenced.	