



Pacific Currents

Newsletter of the U.S. National Archives and Records Administration

Arizona, California, Hawaii, Nevada, American Samoa & Trust Territory of the Pacific

Facilities and staff in San Bruno, Laguna Niguel, and Riverside, California

archives.gov/san-francisco

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October 2016

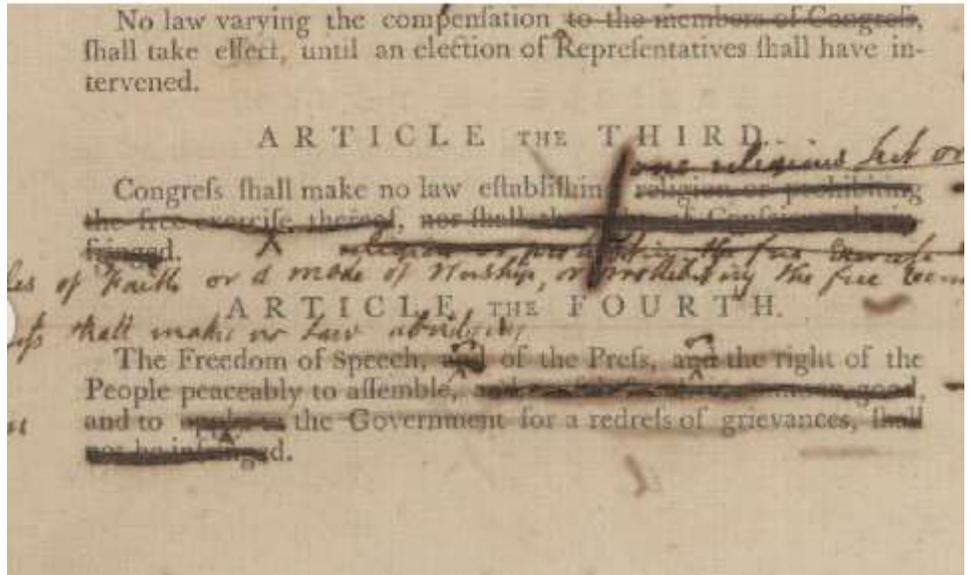
Volume 16, Issue 1

National Archives exhibit "Amending America" marks the 225th Anniversary of the Bill of Rights

A new exhibition, Amending America, features more than 50 original documents from the National Archives, highlighting how we have amended, or attempted to amend, the Constitution in order to form "a more perfect union." This year marks the 225th anniversary of the Bill of Rights, written in 1789 and ratified on December 15, 1791. The original Bill of Rights, on permanent display in the National Archives Rotunda for the Charters of Freedom, is still closely connected to the biggest issues of today--and to each of our citizens.

Amending America will be on display in National Archives Museum in Washington, DC, through September 4, 2017.

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During the drafting of the Bill of Rights, the U.S. Senate marked up a draft of proposed Third and Fourth Articles, which were combined to form the First Amendment. It protects freedom of religion, speech and press, and the right to assemble and petition.

Records Management Updates: NARA Electronic Messaging Study and Revised OMB A-130

Electronic Messaging White Paper

Last month, NARA released a research "White Paper" on Electronic Messages. During the past year, NARA studied current practices in Federal agencies on their management of electronic messages and use of electronic messaging technology. On the whole, NARA's research indicates that records management practices on electronic messages are emerging. As new electronic messaging technologies are created in the marketplace,

Federal agencies must determine how to manage the records they create when they implement these tools.

The white paper is intended to help agencies begin to address the management of electronic messages beyond email. NARA's research included a review of current guidance, analysis of agency reports, forums with agency records managers, and research into capture tools. For the purposes of

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Records Management Training, Fiscal Year 2017

By Course Name (for training by location, see next page)

To register go to archives.gov/records-mgmt/training or email our training registrar at laguna.workshops@nara.gov

For more information on our workshops, go to <http://nara.learn.com/recordsmanagement-training>

Basic Records Operations

October 24, 2016, San Diego, California
November 1, 8, 15 and 22, 2016 - Online
November 8, 2016, Boulder City, Nevada
January 9, 2017, Seattle, Washington
January 11, 18, 25 and February 2, 2017 - Online
January 23, 2017, Las Vegas, Nevada
March 8, 15, 22 and 29, 2017 - Online
March 23, 2017, San Bruno (San Francisco), CA

April 5, 12, 19 and 26, 2017 - Online
May 3, 10, 17 and 24, 2017 - Online
June 7, 14, 21 and 28, 2017 - Online
July 10, 2017, Honolulu, Hawaii
July 24, 2017, Portland, Oregon
August 9, 16, 23 and 30, 2017 - Online
September 6, 13, 20 and 27, 2017 - Online
September 11, 2017, Riverside, California

Records Management Overview (Knowledge Area 1) May 16, 2017, San Bruno (San Francisco), California

Creating and Maintaining Agency

Business Information

(Knowledge Area 2)
October 25-26, 2016, San Diego, California
January 24-25, 2017, Las Vegas, Nevada
July 11-12, 2017, Honolulu, Hawaii
August 7-8, 2017, Broomfield (Denver), Colorado
September 12-13, 2017, Riverside, California

Records Scheduling

 (Knowledge Area 3)

October 27-28, 2016, San Diego, California
January 26-27, 2017, Las Vegas, Nevada
March 23-24, 2017, San Bruno (San Francisco), CA
July 13-14, 2017, Honolulu, Hawaii
August 9-10, 2017, Broomfield (Denver), Colorado
September 14-15, 2017, Riverside, California

Records Schedule Implementation

(Knowledge Area 4)
October 29-30, 2016, San Diego, California
January 28-29, 2017, Las Vegas, Nevada
April 17-18, 2017, San Bruno (San Francisco), CA
July 17-18, 2017, Honolulu, Hawaii
August 14-15, 2017, Broomfield (Denver), Colorado
September 16-17, 2017, Riverside, California

Asset and Risk Management

(Knowledge Area 5)
November 2-3, 2016, San Diego, California
February 1-2, 2017, Las Vegas, Nevada
April 19-20, 2017, San Bruno (San Francisco), CA
July 19-20, 2017, Honolulu, Hawaii
August 16-17, 2017, Broomfield (Denver), Colorado
September 20-21, 2017, Riverside, California

Records Management Program Development

 (Knowledge Area 6)

November 4, 2016, San Diego, California
February 3, 2017, Las Vegas, Nevada
April 21, 2017, San Bruno (San Francisco), California

July 21, 2017, Honolulu, Hawaii
August 18, 2017, Broomfield (Denver), Colorado
September 22, 2017, Riverside, California

Vital Business Information

October 4, 11, 18 and 25, 2016 - Online
January 10, 17, 24 and 31, 2017 - Online
January 12, 2017, Seattle, Washington
February 9, 16, 23, March 2, 2017 - Online

May 4, 11, 18 and 25, 2017 - Online
August 10, 17, 24 and 31, 2017 - Online
August 11, 2017, Broomfield (Denver), Colorado
September 7, 14, 21 and 28, 2017 - Online

Electronic Records Management

January 10-11, 2017, Seattle, Washington
May 17-18, 2017, San Bruno (San Francisco), CA

July 25-26, 2017, Portland, Oregon

Records Management Training, Fiscal Year 2017

By Location (for listing by course name, see previous page)

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Broomfield (Denver), Colorado

Creating and Maintaining Agency Business Information (KA2), August 7-8, 2017; Records Scheduling (KA3), August 9-10, 2017; Vital Business Information, August 11, 2017; Records Schedule Implementation (KA4), August 14-15, 2017; Asset and Risk Management (KA5), August 16-17, 2017; Records Management Program Development (KA6), August 18, 2017

Honolulu, Hawaii

Basic Records Operations (BRO), July 10, 2017; Creating and Maintaining Agency Business Information (KA2), July 11-12, 2017; Records Scheduling (KA3), July 13-14, 2017; Records Schedule Implementation (KA4), July 17-18, 2017; Asset and Risk Management (KA5), July 19-20, 2017, 2017; Records Management Program Development (KA6), July 21, 2017

Las Vegas, Nevada

Basic Records Operations (BRO), January 23, 2017; Creating and Maintaining Agency Business Information (KA2), January 24-25, 2017; Records Scheduling (KA3), January 26-27, 2017; Records Schedule Implementation (KA4), January 30-31, 2017; Asset and Risk Management (KA5), February 1-2, 2017; Records Management Program Development (KA6), February 3, 2017.

Online

Basic Records Operations: October 5, 12, 19 and 26, 2016; November 1, 8, 15 and 22, 2016; January 11, 18, 25 and February 2, 2017; March 8, 15, 22 and 29, 2017; April 5, 12, 19 and 26, 2017; May 3, 10, 17 and 24, 2017; June 7, 14, 21 and 28, 2017; August 9, 16, 23 and 30, 2017; September 6, 13, 20 and 27, 2017.

Vital Business Information: October 4, 11, 18 and 25, 2016; January 10, 17, 24 and 31, 2017; February 9, 16, 23, March 2, 2017; May 4, 11, 18 and 25, 2018; August 10, 17, 24 and 31, 2017; September 7, 14, 21 and 28, 2017

Portland, Oregon

Basic Records Operations (BRO), July 24, 2017; Electronic Records Management, July 25-26, 2017.

Riverside, California

Basic Records Operations (BRO), September 11, 2017; Creating and Maintaining Agency Business Information (KA2), September 13-14, 2017; Records Scheduling (KA3), September 14-15, 2017; Records Schedule Implementation (KA4), September 18-19, 2017; Asset and Risk Management (KA5), September 20-21, 2017; Records Management Program Development (KA6), September 22, 2017.

San Bruno (San Francisco), California

Basic Records Operations (BRO), March 20, 2017; Creating and Maintaining Agency Business Information (KA2), March 21-22, 2017; Records Scheduling (KA3), March 23-24, 2017; Records Schedule Implementation (KA4), April 17-18, 2017; Asset and Risk Management (KA5), April 19-20, 2017; Records Management Program Development (KA6), April 21, 2017; Records Management Overview (KA 1), May 16, 2017; Electronic Records Management, May 17-18, 2017.

San Diego, California

Basic Records Operations, October 24, 2016; Creating and Maintaining Agency Business Information (KA2), October 25-26, 2016; Records Scheduling (KA3), October 27-28, 2016; Records Schedule Implementation (KA4), October 31- November 1, 2016; Asset and Risk Management (KA5), November 2-3, 2016; Records Management Program Development (KA6), November 5, 2016

Seattle, Washington

Basic Records Operations, January 9, 2017; Electronic Records Management, January 10-11, 2017; Vital Business Information, January 12, 2017.

Amending America Exhibit at NARA

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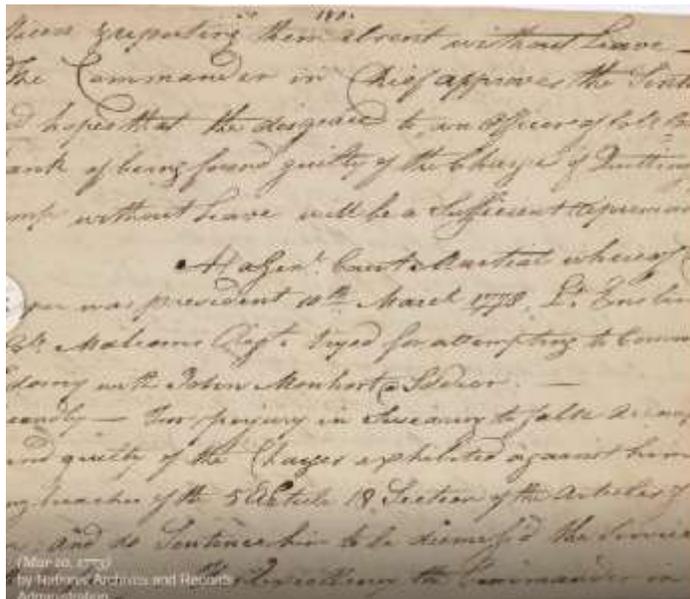
It is possible to amend the Constitution – but it’s not easy. Only 27 times—out of more than 11,000 tries—has Congress reached consensus to amend the Constitution. Amending America pulls back the curtain on this fascinating process and shares highlights from 225 years of renegotiating our fundamental governing contract. The 3,000 square foot exhibit includes petitions, interactives, landmark documents, and political cartoons addressing issues including child labor, prayer in schools, free speech, suffrage, civil rights, and more.

Some of the 11,000 proposed (but not ratified) amendments include:

- H.R. 8 - to prohibit any person involved in a duel from holding federal office (1838).
- H.J. Res. 159 - to extend voting rights to widows and spinsters who are property holders (1888)
- H.J. Res. 661 to prohibit drunkenness (1938, five years after the repeal of Prohibition)
- Petition for a constitutional amendment to expel members of Congress who are absent for more than 40 percent of roll call votes (1971).

Amending America is divided into 4 sections:

- **Our Rights** documents the expansion of rights to a wider



Gotthold Enslin became the first U.S. soldier court-martialed for "attempting to commit sodomy" with another soldier. His sentence was to be literally drummed out of the Continental Army by its regiments' fifes and drums. Enslin was told "never to return." Over 230 years after Enslin's court martial, gay men, lesbians, bisexuals, and transgender people are now allowed to serve openly in the U.S. armed forces.



The Equal Rights Amendment of the 1970s, which would have ensured equal rights for women, failed to gain passage in the required number of states to achieve adoption.

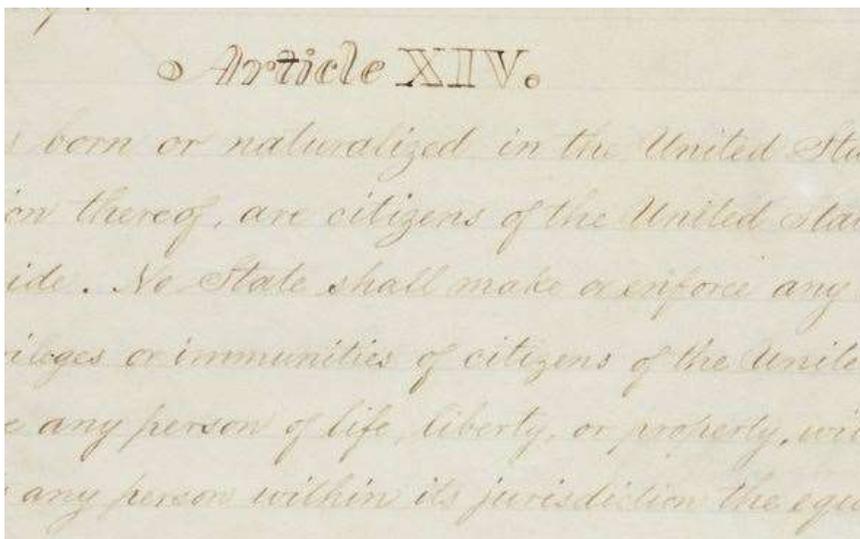
range of people -- a defining characteristic of America – and addresses questions including "Does flag burning equal free speech?" and "Should there be prayer in schools?"

- **Refining Powers** explores attempts to expand or contract the powers of government, such as

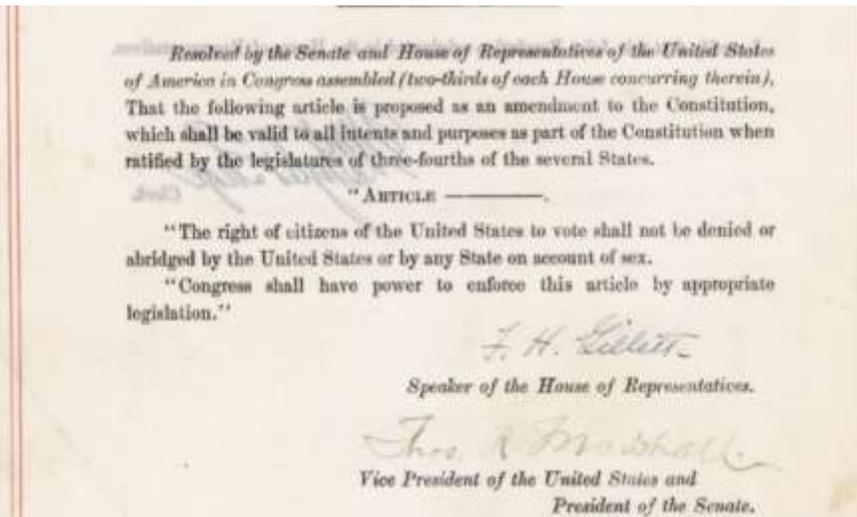
regulation of child labor, alcohol sales, and English as the official language.

- **The Shape of our Government** explores how Americans have tried to find the formula for "a more perfect union" and explores proposed amendments to

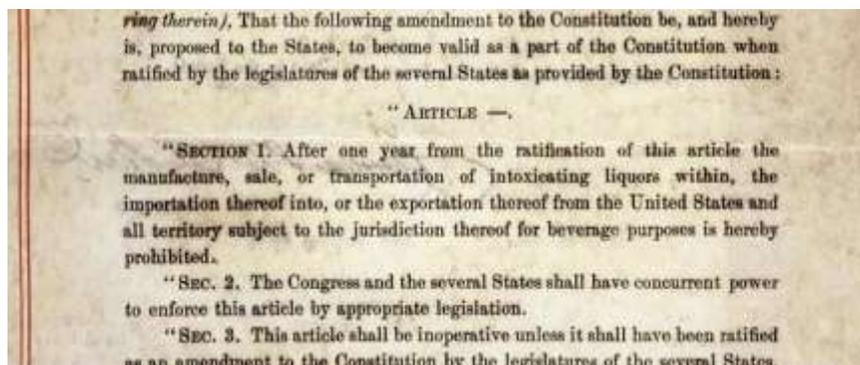
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The Fourteenth Amendment to the Constitution, ratified in 1868, granted citizenship to "all persons born or naturalized in the United States," which included recently freed slaves. In addition, it forbids states from denying any person "life, liberty or property, without due process of law" or to "deny to any person within its jurisdiction the equal protection of the laws."



The Nineteenth Amendment, ratified in 1920 extended the right to vote to women.



The Eighteenth Amendment banned "the manufacture, sale, or transportation of intoxicating liquors within, the importation thereof into, or the exportation thereof from the United States..." Its ratification was certified on January 16, 1919, with the amendment taking effect one year later. It was repealed in 1933 by ratification of the Twenty-first Amendment, the only instance in United States history that a constitutional amendment was repealed in its entirety.

Amending America Exhibit at NARA

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abolish the Electoral College and exclude bankers from serving in Congress, and hold public referendums to overturn Supreme Court decisions.

- **How We Amend** traces the trajectory from an idea to an amendment. Article V of the Constitution sets out the rules, but the process is often messy and lengthy. Learn what factors contribute to success or failure of proposed amendments.

The National Archives Museum is located on the National Mall on Constitution Ave. at 9th Street, NW. Hours are 10 a.m. to 5:30 p.m. daily, except Thanksgiving and December 25.

Related online resources from the National Archives Center for Legislative Archives.

The Center for Legislative Archives is the unit within the National Archives that preserves the official records of the U.S. House of Representatives and the U.S. Senate. "Congress Creates the Bill of Rights: Completing the Constitution," created by this office, outlines the relationship between the Constitution and the Bill of Rights. Available online [by clicking here.](#)

Records Management Updates

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beyond email. NARA’s research included a review of current guidance, analysis of agency reports, forums with agency records managers, and research into capture tools. For the purposes of this research project, we focused on text and chat/instant messages.

Included in the white paper is an appendix listing electronic messaging policies of Federal agencies, foreign governments, and U.S. state and local governments; and an additional appendix listing tools for managing electronic messaging. The white paper can be found [here](#).

NARA will continue to ask for detailed information on agency use of electronic messaging. NARA’s future goals include producing guidance and sharing promising practices to manage electronic messages.

Revised OMB Circular A-130 released

In late July, OMB released an updated Circular No. A-130, Managing Federal Information as a Strategic Resource. The Circular details policy updates regarding records management, information governance, open data, cybersecurity, privacy, and acquisitions. The Circular had been under revision for several years, and now complements

Walt Whitman wrote letters home for wounded and dying Civil War soldiers, National Archives record shows



A recently discovered letter home from a dying Union Soldier bears the postscript “written by Walt Whitman a friend.” Whitman is believed to have written hundreds of such letters from hospitals in Washington, DC, during the war years, where he served as a clerk

in the Department of Justice and other agencies. But very few of these letters have come to light. This letter was discovered by a volunteer in the Civil War Widows' Pension Digitization Project. For more information about the project (in a Prologue magazine article), [click here](#). For a wonderful YouTube video about project and this letter [click here](#).

NARA’s regulations and many of the goals and targets outlined in the OMB/NARA Managing Government Records Directive (M-12-18).

Records management is featured more prominently in the new A-130. For example, the Circular states Federal agencies shall:

- Ensure the ability to access, retrieve and manage records
- Manage electronic records in accordance with Government-wide requirements
- Manage all permanent electronic records electronically
- Manage all email records in electronic systems that support records management
- Ensure the proper disposition of Federal records in accordance with approved records retention schedules
- Provide records management training to all agency employees

Beyond records management, the Circular has many impacts on information management. We look forward to working with agencies in implementing the goals of the Circular.

Records Common to All Federal Agencies

NARA Releases GRS Transmittal 26

GRS Transmittal 26 announces changes to the General Records Schedules (GRS) made since NARA published GRS Transmittals 24 and 25 in August and September 2015. The GRS provide mandatory disposition instructions for records common to several or all Federal agencies.

We are completely rewriting the GRS over the course of a five-year project. Because we are phasing in the entire change from old to new gradually over five years, the GRS during this interim period will necessarily include both old and new formats. New schedules (in table format) come first in the new transmittal, followed by the old schedules (in outline format) annotated to show which items are still current and which have been superseded by new schedules. With GRS Transmittal 26, we have superseded 39 percent of the old GRS by new schedules.

Each transmittal also includes Frequently Asked Questions (FAQs) about the GRS, the GRS Update Project, and each new schedule, as well as new-to-old crosswalks for each new schedule and an overall old-to-new crosswalk.