

REQUEST FOR RECORDS DISPOSITION AUTHORITY

(See Instructions on reverse)

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

1. FROM (Agency or establishment)

Department of Commerce

2. MAJOR SUBDIVISION

Bureau of the Census

3. MINOR SUBDIVISION

Demographic Surveys Division

4. NAME OF PERSON WITH WHOM TO CONFER

Diane M. Braun

5. TELEPHONE

(301) 457-2282

LEAVE BLANK (NARA use only)

JOB NUMBER

NI-29-99-5

DATE RECEIVED

6-28-99

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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.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

10-22-99

ARCHIVIST OF THE UNITED STATES

John W. Paul

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 1 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

6/15/99

SIGNATURE OF AGENCY REPRESENTATIVE

Leonard F. Thompson
Leonard F. Thompson

TITLE

Records Management Officer

7. ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
	<p style="text-align: center;">Bureau of the Census NATIONAL PRISONER STATISTICS PROGRAM Capital Punishment (NPS-8)</p> <p>The purpose of this schedule is to propose disposition instructions for textual records containing Title 13, United States Code, information of the National Prisoner Statistics Program report of inmates under sentence of death.</p> <p>The National Prisoner Statistics (NPS) program provides information on adults incarcerated in state and Federal correctional institutions, including their characteristics, movements, and history. The Bureau of the Census initiated this program in 1926. The Government transferred the program to the Bureau of Prisons in 1950; to the Law Enforcement Assistance Administration in 1971; and to the Bureau of Justice Statistics late in 1979. Since 1972, the Bureau of the Census has had the responsibility for gathering and processing the statistical data required for this program.</p> <p>The NPS-8 collects the annual demographic and capital offense data on persons under sentence of death. The data is collected from all states with such persons under their jurisdiction via a mailout/ mailback paper questionnaire.</p>	<p>NC1-29-79-7, Item 1B(1)</p>	

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JOB NUMBER

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	<p>The Bureau of Justice Statistics, Department of Justice, sponsors the survey under the authority of Title 42, United States Code, Section 3732. The Bureau of the Census conducts the surveys under the authority of Title 15, United States Code, Section 1525. The disposition for the machine-readable records collected is authorized in records schedule job N1-29-89-3.</p> <p>1. Completed Report of Inmates Under Sentence of Death, NPS-8 Questionnaires.</p> <p>An annual report of inmates under sentence of death including name of prisoner, state, sex, race, date of birth, the capital offense for which convicted, marital status, educational level, date of conviction, date of sentence, and inmate status as of December 31. Starting in 1998, the report includes the prisoner's name with the prisoner's identification number.</p> <p>Disposition - Permanent. Cut off files at end of calendar year when 2 years old and transfer to the Washington National Records Center. Transfer to the National Archives in 5 year blocks when the latest records are 20 years old.</p> <p>2. Completed Updated Report of Inmates Under Sentence of Death, NPS-8A, Questionnaires.</p> <p>An annual report to update the status of the prisoner under sentence of death.</p> <p>Disposition - Permanent. Cut off files at end of calendar year when 2 years old and transfer to the Washington National Records Center. Transfer to the National Archives in 5 year blocks when the latest records are 20 years old.</p> <p>3. Electronic copies created on electronic mail and word processing systems for all series covered by this disposition job.</p> <p>Disposition - Temporary. Delete after recordkeeping copy has been produced.</p>		