RECORDS OF THE NATIONAL INFORMATION INFRASTRUCTURE ADVISORY COUNCIL (NIIAC), 1994-95

1. Textual Records of the National Information Infrastructure Advisory Council (NIIAC), 1994-95, 9 cu.ft.

Arranged into three subseries, thereunder by date or subject. Series consists of correspondence created by the National Telecommunications Information Administration (NTIA) in its role as the Federal sponsor and executive secretariat for the NIIAC.

PERMANENT. Transfer to the Washington National Records Center (WNRC) in one block immediately upon approval of this schedule. Offer to NARA in 1997.

See attached revisions
Attachment to Job. No. N1-417-96-2 (Revised Schedule)
National Telecommunications and Information Administration
Records of the National Information Infrastructure Advisory Council (NIIAC)
Textual Records of the NIIAC, 1994-95, 9 cu. ft.

Arranged into three series, thereunder by date or subject. Series consist of correspondence created by the National Telecommunications and Information Administration (NTIA) in its role as the Federal sponsor and executive secretariat for the NIIAC.

   The Council held a total of 14 public meetings from February 10, 1994 through December 13, 1995 at various locations throughout the United States. For each meeting, a briefing book containing various handouts was prepared and distributed to participants. Handouts included summaries of the previous Council meeting, schedules of events, lists of participants, and committee and task force work plans, reports, and discussion papers. Briefing books were not prepared for the last two meetings, but folders with handouts were distributed.
   Permanent. Transfer to NARA immediately upon approval of this schedule.

2) Transcripts of Council Meetings, 1994-95, 1 cu. ft. Arranged chronologically.
   All Council meetings were recorded on audio tape and transcribed by professional reporting services. Transcripts exist for most Council meetings.
   Permanent. Transfer to NARA immediately upon approval of this schedule.

3) Subject Correspondence Files, 1994-95, 5 cu. ft. Arranged by subject.
   Letters, memorandums, reports, publications, and other correspondence documenting the activities of the Council and NTIA staff in providing program and administrative support for the Council.
   Permanent. Transfer to NARA immediately upon approval of this schedule.

Note: The National Archives and Records Administration reserves the right to dispose of any material already appraised as disposable under the GRS or other approved agency schedules, as well as all duplicate, unidentifiable, fragmentary, unrelated, or non-archival materials during archival processing without further agency notification.