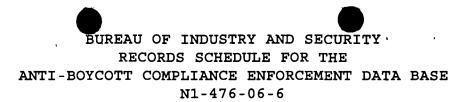
	· · · ·		· · · · ·	
REQUEST	FOR RECORDS DISPO	JOB NUMBER N1-476-06-6		
To: NATIONAL ARCHIVES & RECORDS ADMINISTRATION			Date received 5-1-2006	
8601 ADELPHI ROAD COLLEGE PARK, MD 20740-6001 FROM (Agency or establishment) DEPARTMENT OF COMMERCE			NOTIFICATION TO AGENCY	
			4	
2. MAJOR SUBDIVISION BUREAU OF INDUSTRY AND SECURITY (BIS)			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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.	
3. MINOR SUBDIVISION OFFICE OF ANTIBOYCOTT COMPLIANCE				
4. NAME OF PERSON WITH WHOM TO CONFER 5. TELEPHONE NUMBER ELAINE FARROW 202-482-2165			DATE ARCHIVIST OF THE UNITED STATES	
 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 2 page(s) are not needed now for the business for 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, X is not required X is not required X is attached; or AGENCY CERTIFICATION I has been requested.				
DATE 4/22/00	SIGNATURE OF AGENC	Y REPRESENTATIVE	TITLE	
7. ITEM NO.	8. DESCRIPTION OF ITEM A	ND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
	See attached pages			
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The Office of Antiboycott Compliance (OAC) is responsible for implementing the antiboycott provisions of the Export Administration Regulations (EAR). Specifically, OAC performs three primary functions: enforcing EAR, assisting individuals and private sector companies in antiboycott compliance and compiling and analyzing information regarding international boycotts.

1. INPUT RECORDS

Source Documents Data keyed into the system from various case management forms such as boycott reporting forms, request for restrictive trade practice forms, and boycott transaction forms.

DISPOSITION: **<u>PERMANENT</u>**: Retain in Antiboycott Compliance Enforcement Data Base for 3 years and then transfer to the National Archives.

2. DATA BASE RECORDS

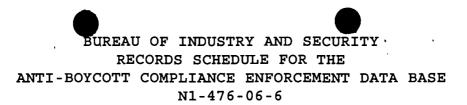
Data is maintained within the Antiboycott Compliance Enforcement Data Base on an online system and automatically backed on a secure dedicated freestanding personal computer.

DISPOSITION: **<u>PERMANENT</u>**: Retain in the Antiboycott Compliance Enforcement Data Base for 3 years and then transfer to the National Archives.

3. OUTPUT RECORDS

Weekly enforcement activity summaries from Antiboycott cases under investigation by the agency.

DISPOSITION: **<u>PERMANENT</u>**: Retain in OAC for 3 years and then transfer to the National Archives.



4. SYSTEM DOCUMENTATION

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Data system specifications, codebooks, record layouts, user guides, and output specifications regardless of medium relating to the Anitboycott Compliance Enforcement Data Base.

DISPOSITION: **PERMANENT:** Transfer a copy to the National Archives with permanent master files. Transfer updates and changes with subsequent transfer of the master files.