

REQUEST FOR RECORDS DISPOSITION AUTHORITY		NI-443-07-3	
To: NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NARA) WASHINGTON, DC 20408		DATE RECEIVED 3/6/07 2-23-2007	
1. FROM (Agency or establishment) Department of Health and Human Services		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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.	
2. MAJOR SUBDIVISION National Institutes of Health			
3. MINOR SUBDIVISION OD/OM/Office of Management Assessment			
4. NAME OF PERSON WITH WHOM TO CONFER Stefani Levesque	5. TELEPHONE 301-496-2463	DATE 2/15/07	ARCHIVIST OF THE UNITED STATES Allen Lovett
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 <u>2</u> 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, <input type="checkbox"/> is not required; <input checked="" type="checkbox"/> is attached; or <input type="checkbox"/> has been requested.			
DATE 02/20/2007	SIGNATURE OF AGENCY REPRESENTATIVE Alice Bettencourt	TITLE Acting HHS Records Manager	
7. Item No.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)

Approval is requested to revise/modify/update the 1743 NIH Records Control Schedule, Section 1100-L-6: Cooperative Research and Development Agreement (CRADA). The addition to this section will allow non-executed agreements to be destroyed one year after it is determined that the Agreement will not be executed. These items will appear in the NIH Records Control Schedule as follows:

See attached.

Unless specifically stated otherwise in the description or the disposition instructions, all items are media neutral and apply to paper, electronic, microform, or other media in which the records exist. NIH will ensure the record integrity during the retention periods according to NARA regulations.

OK by email
by E. Perry
2/3/17/2007

SA 11/9/07 copies sent to Agency, NWMW

Current:

~~1100-L-6 Cooperative Research and Development Agreement (CRADA) between or among ICs and private industry, nonprofit organizations, academia, or other government agencies. Documents include: original signature page, clearance forms and appendices; correspondence including progress reports, royalty reports, negotiations, and inquiries.~~

a. Located in IC.

Disposition: Official File: Destroy after 10 years following termination of the CRADA; or 10 years after expiration of any patent on a subject invention made under the CRADA; or 10 years after termination of any license under a CRADA.

b. Located in Office of Technology Transfer

~~*Disposition:* Destroy after 3 years following termination of the CRADA.~~

New:

1.

1100-L-6 Cooperative Research and Development Agreement (CRADA) between or among ICs and private industry, nonprofit organizations, academia, or other government agencies. Documents include: original signature page, clearance forms and appendices; correspondence including progress reports, financial reports, negotiations, and inquiries.

A. Executed Agreements *Supersedes NI-443-94-1/Item 1100-L-6a.*

1. Located in IC Technology Transfer Office.

media neutral OK by email by E. Perry 8/17/2007
Disposition: Send to the Federal Records Center 1 year after termination or expiration. Destroy after 10 years following termination or expiration of the CRADA; or 10 years after expiration of any patent on a subject invention made under the CRADA; or 10 years after expiration or termination of any license under a CRADA, whichever comes later.

2. Located in NIH Office of Technology Transfer *Supersedes NI-443-94-1/Item 1100-L-6b.*

Disposition: Destroy after 3 years following termination or expiration of the CRADA. *media Neutral.*

OK by email by E. Perry 8/17/2007

B. Non-executed Agreements *New Item.*

Located in IC Technology Transfer Office.

Disposition: Destroy 1 year after it is determined that the Agreement will not be executed. *Media Neutral.*

OK by E. Perry via email 8/17/2007

Clearances:

William Gillen: William A. Gillen 12/20/2006
Acting Director, DATE
Division of Management Support

Bonnie Chamberlain: Bonnie J. Chamberlain 12/22/06
Dr. NCI Technology Transfer Branch DATE

Karen Hubbard: Karen Hubbard 12/24/06
NCI Records Management Officer DATE

Dr. Mark Rohrbaugh: Mark Rohrbaugh 12/26/06
Director, DATE
Office of Technology Transfer

William Ketterer: William G. Ketterer 12/28/2006
Office of the General Counsel DATE

Stefani Levesque: Stefani Levesque 1-19-2007
Acting NIH Records Management Officer DATE