

REQUEST FOR RECORDS DISPOSITION AUTHORITY (See Instructions on below)		LEAVE BLANK (NARA use only)	
TO NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NARA) WASHINGTON, DC 20408		JOB NUMBER	NI-311-09-1
1 FROM (Agency or establishment) Federal Emergency Management Agency		DATE RECEIVED	10/6/2008
2 MAJOR SUBDIVISION Disaster Assistance Directorate		NOTIFICATION TO AGENCY	
3 MINOR SUBDIVISION			
4 NAME OF PERSON WITH WHOM TO CONFER Dionne Smith	5. TELEPHONE 202-646-3911	DATE 1-13-09	ARCHIVIST OF THE UNITED STATES Adrienne Thomas

6 AGENCY CERTIFICATION
I hereby certify that I am authorized to act for this agency in the matters pertaining to the disposition of its records and that the records proposed for disposal attached 1 page(s) are not 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 Manuel for Guidance of Federal Agencies,

is not required; is attached, or has been requested

DATE 10/1/2008	SIGNATURE OF AGENCY REPRESENTATIVE <i>[Signature]</i>	TITLE Director, Records Management Division, FEMA
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7. ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
1	<p>This schedule covers records pertaining to National Emergency Family Registry and Locator System records (NEFRLS) The proposed disposition instruction for the records applies to records in all media and formats</p> <p>This schedule covers records pertaining to registrations and searches in the National Emergency Family Registry and Locator System (NEFRLS) NEFRLS is being implemented in compliance with the Department of Homeland Security Appropriations Act, 2007, in the Post Katrina Emergency Management Reform Act (PKEMRA), Pub L 109-295, section 689c to help facilitate the reunification of family members separated after an emergency or major disaster The system offers registration for displaced people over the Internet or by phone After registering in the system, displaced people select family and friends who can view their message and/or current contact information The family and/or friends must search for the displaced person in order for there to be a match</p> <p>FEMA Series EOM-15</p> <p>National Emergency Family Registry and Locator System (NEFRLS) records</p> <p>Records and reports related to and regarding registrations and searches in the National Emergency Family Registry and Locator System (NEFRLS) performed by a displaced person, Call Center Operator on behalf of a displaced person, or family and friends</p> <p>TEMPORARY Cut off 60 days after the last edit to the record Destroy/Delete 60 - 3 YEARS days after the cutoff</p> <p>ALL RECORDS IN THIS SYSTEM ASSOCIATED WITH A DOMESTIC CATASTROPHIC EVENT HAVE PERMANENT VALUE VIA NARA DISPOSITION AUTHORITY 01-311-04-S ITEM 3, (FEMA SERIES SPC-4).</p>		