

REQUEST FOR RECORDS DISPOSITION AUTHORITY		JOB NUMBER <i>NI-060-09-59</i>	
To: NATIONAL ARCHIVES & RECORDS ADMINISTRATION 8601 ADELPHI ROAD COLLEGE PARK, MD 20740-6001		Date received <i>9/25/09</i>	
1 FROM (Agency or establishment) Department of Justice		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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10	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 Civil Rights Division			
3 MINOR SUBDIVISION			
4. NAME OF PERSON WITH WHOM TO CONFER Gary Wong <i>Gary Wong</i>	5 TELEPHONE NUMBER <i>(202) 514-4224</i>	DATE <i>9/25/09</i>	ARCHIVIST OF THE UNITED STATES <i>[Signature]</i>
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>1</u> 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. <input checked="" type="checkbox"/> is not required <input type="checkbox"/> is attached, or <input type="checkbox"/> has been requested			
DATE <i>7/28/2009</i>	SIGNATURE OF AGENCY REPRESENTATIVE Jeanette Plante, <i>Jeanette Plante</i>		TITLE Director, Office of Records Management Policy
7 ITEM NO	8 DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARA USE ONLY)
	<p align="center">Online Investigative Management Tool (OIMT)</p> <p>The Housing and Civil Enforcement Section conducts testing investigations for the purpose of identifying and documenting patterns and practices of illegal discrimination in housing, lending and in places of public accommodation for the purpose of enforcing the federal Fair Housing Act and other civil rights laws</p> <p align="center">SEE ATTACHED</p>		

Department of Justice: Civil Rights Division: Online Investigative Management Tool (OIMT)

OIMT system assists the Test Coordinators to:

- o Maintain and organize list of test sites (proposed and authorized).
- o Prepare summaries, including a Preliminary Test File Report, which contains a preliminary analysis of test results for completed tests and/or completed investigations for review by supervisors and attorneys.
- o Prepare summaries, including a Testing Evidence Transfer Report, which contain key data for entry into the shared testing program database and test files associated with completed testing investigations.

1. Inputs

The data is manually entered by authorized users of the Housing section after the test has been completed *Maintain in accordance with*

Disposition: PERMANENT. ~~Transfer to NARA~~ in accordance with previously approved schedule *NI-060-88-10*
CLASS 175 records

2 Master File

The database maintains records for test sites by test ID. Data fields include: Test Trip Date, Structure, Test Coordinator, Test Type Initiated by, Agent, Tester, Nature of Contact, Recorded, Test Year, State, District Code, Reference, Test Site number, Site Name, Preliminary Analysis, Time, etc

Disposition: PERMANENT. ~~Transfer to National Archives~~ 10 years after testing investigation is complete.

3. Outputs

- Test Sites By Judicial Districts
- Test Sites By Investigation Area
- Sites by Investigation Area Sorted by Owner/Company Name
- Authorized Test Sites by Investigation Area

Disposition: TEMPORARY, ~~destroy/delete when superseded or obsolete.~~ (GRS 20)

4. System Documentation

Disposition: PERMANENT. ~~Transfer to NARA with Master File.~~ (GRS 20)