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| REQUEST FOR RECORDS DISPOSITION AUTHORITY <i>(See Instructions on reverse)</i> | |
| TO NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) WASHINGTON, DC 20408 | |
| 1. FROM (Agency or establishment) FEDERAL BUREAU OF PRISONS | |
| 2. MAJOR SUBDIVISION CENTRAL OFFICE | |
| 3. MINOR SUBDIVISION (SEE ATTACHED) | |
| 4. NAME OF PERSON WITH WHOM TO CONFER OMAR HERRAN | 5. TELEPHONE (202) 514 - 2254 |

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| LEAVE BLANK (NARA use only) | |
| JOB NUMBER <i>71-129-00-26</i> | |
| DATE RECEIVED <i>4-28-00</i> | |
| 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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10 | |
| DATE <i>8-10-00</i> | ARCHIVIST OF THE UNITED STATES <i>John W. Paul</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 _____ 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,

is not required;
 is attached; or
 has been requested.

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|-------------------------|--|---|
| DATE <i>3-2-2000</i> | SIGNATURE OF AGENCY REPRESENTATIVE <i>Omar Herran</i> | TITLE CHIEF, INFORMATION MANAGEMENT OFFICE |
|-------------------------|--|---|

| 7. ITEM NO. | 8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION | 9. GRS OR SUPERSEDED JOB CITATION | 10. ACTION TAKEN (NARA USE ONLY) |
|-------------|---|-----------------------------------|----------------------------------|
| | (SEE ATTACHED) | | |
| | <i>Agency request re YWCT</i> | | |

CO_OGC COMMERCIAL LAW BRANCH

Federal Bureau of Prisons: Record Group 129

CENTRAL OFFICE - OFFICE OF THE GENERAL COUNSEL
COMMERCIAL LAW BRANCH

1. Jurisdiction Files

The branch is responsible for determining whether the federal government will have exclusive jurisdiction over an institution (i.e., only federal laws shall apply), or whether jurisdiction will be shared between federal and state governments. Files consist of memoranda on individual institutions, plus memoranda and background information on the laws of various states.

Disposition: *Temporary. Destroy 5 years after close of institution.*

2. Subject Files

Background material accumulated on topics of continuing interest to staff members. Documentation includes correspondence, memoranda, legal publications, reports, journal articles, and publications from other agencies. Topics include alternative dispute resolution, drug abuse act, Lorton takeover, new employee orientation, and GAO rules and regulations.

Disposition: *Temporary. Destroy when 5 years old or when no longer needed for reference, whichever is later.*

3. Electronic Version of Records Created by the Electronic Mail and Word Processing Applications for items 1 and 2 of the Commercial Law Branch schedule.

Disposition: *Temporary. Delete after record keeping copy has been produced.*