

REQUEST FOR RECORDS DISPOSITION AUTHORITY (See Instructions on reverse)	
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

LEAVE BLANK (NARA use only)	
JOB NUMBER N1-129-09-28	
DATE RECEIVED 9/11/09	
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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10	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	ARCHIVIST OF THE UNITED STATES
9/11/09	<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 1 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.

DATE 9/3/09	SIGNATURE OF AGENCY REPRESENTATIVE <i>Omar Herran</i>	TITLE CHIEF, INFORMATION MANAGEMENT OFFICE
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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 GRS OR SUPERSEDED JOB CITATION	10.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)
	(SEE ATTACHED) ADM - Geospatial		

eRecords - Geospatial and Electronic Media Storage (GEMS)

Authority: N1-129-09-xx	Existing Authority(ies):	Approved:
Major Sub: BOP	Physical Medium: Media Neutral	
Minor Sub: CO/ADM	Location: BOP CO	
Item Name: Geospatial and Electronic Media Storage (GEMS)		

Federal Bureau of Prisons: Record Group 129

Background: The Design and Construction Branch (DCB) is responsible for budgeting, programming, planning, designing, and constructing new institutions for the Bureau. DCB participates in the Bureau's long-range capacity expansion planning to identify the need for and establish the locations of new institutions in preparation of budget estimates and assisting in the development of budget requests related to these institutions, as well as with site evaluation and acquisition process. This last activity is supported by a document management system named Geospatial and Electronic Media Storage (GEMS) system. GEMS is a departmentalized resource created to service the needs of DCB and a small number of users in Central Office.

1. Geospatial and Electronic Media Storage (GEMS) System - DATA - This eRecord system consists of a web-based application using RDBMS and local storage resources to maintain documentation generated during the preconstruction phase of a project. Documents include boundary reports, topographical surveys, site selection reports, environmental studies, and archaeological studies among other project documentation generated during the process of site evaluation and selection. Documents are stored in PDF format. Metadata about these documents is maintained in an RDMS and include project name, location, date entered, type of document, and author and title information among other field descriptors.

Disposition: Temporary. Delete/Destroy 1 year after the facility is closed or is no longer in agency use.

[2009-09-01: Operational Update Note: Input and Output for Item 1 is covered by GRS and can be deleted when successfully entered (Input-GRS 20), and when no longer needed (Output-GRS 20/24)].