

LMR System

7 ITEM NO		8 DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARA USE ONLY)
		(SEE ATTACHED)		

**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  
NI-129-0939

DATE RECEIVED  
9/28/09

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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10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  
8/5/11

ARCHIVIST OF THE UNITED STATES  
~~WITHDRAWN~~

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.

DATE  
9/25/09

SIGNATURE OF AGENCY REPRESENTATIVE  
*Omar Herran*

TITLE  
CHIEF, INFORMATION MANAGEMENT OFFICE

**eRecords - LMR Case Tracking System (LMR System) Final Draft**

Authority <b>N1-129-09-xx</b>	Existing Authority(ies)	Approved
Major Sub BOP-ALL	Physical Medium Media Neutral	
Minor Sub: CO/HRMD	Location Washington, D C	
Item Name <b>LMR Case Tracking System (LMR System)</b>		

**Federal Bureau of Prisons: Record Group 129**

Background

The Labor Management Relations (LMR) Branch of the Human Resources Management Division (HRMD), is responsible for administering the provisions of the collective bargaining agreement with representatives of the union at the national level, negotiating national policy issuances with the union, and overseeing the labor management relations programs throughout the Bureau of Prisons. The branch uses its LMR Case Tracking System to assist with the monitoring, tracking, referencing, and processing of labor management cases throughout the Federal Bureau of Prisons. The information maintained by the LMR System dates back to 1999 and is used for branch-related purposes. BOP sites maintain the record copies of similar LMR information at each local site.

**1. LMR Case Tracking System (LMR System) - DATA** - Consists of a web-based RDBMS application designed to store scanned documents (correspondence, grievance documentation, special agreement documents, email communications), and associated case file metadata concerning active and inactive LMR cases. Information fields include staff name, position, duty station, documented charges, proposed discipline, and decisions on discipline among other related fields. *withdrawn*

**Disposition:** Temporary Destroy/delete 5 years after the closing of a case or when no longer needed for reference purposes, whichever is later

[2009-09-22: 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)]