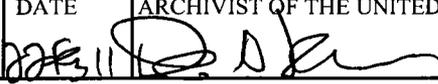
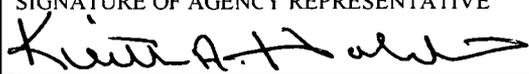


<b>REQUEST FOR RECORDS DISPOSITION AUTHORITY</b>		JOB NUMBER N1-048-11-2	
TO NATIONAL ARCHIVES & RECORDS ADMINISTRATION 8601 ADELPHI ROAD COLLEGE PARK, MD 20740-6001		Date Received 11/24/10	
FROM (Agency or establishment) Department of the Interior		NOTIFICATION TO AGENCY	
2 MAJOR SUBDIVISION Office of Civil Rights		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request, including amendments, is approved except for items that may be marked "disposition not approved or "withdrawn" in column 10	
3 MINOR SUBDIVISION			
4 NAME OF PERSON WITH WHOM TO CONFER Keith A. Holden	4 TELEPHONE NUMBER 202-219-1563	DATE 11/24/10	ARCHIVIST OF THE UNITED STATES 
5 AGENCY INFORMATION 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 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  <input checked="" type="checkbox"/> is not required <input type="checkbox"/> is attached, or <input type="checkbox"/> has been requested			
DATE November 18, 2010	SIGNATURE OF AGENCY REPRESENTATIVE 		TITLE Office of the Secretary Records Officer
7 ITEM NO	8 DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARA USE ONLY)
6501 6501 1 6501 2	Equal Employment Opportunity (EEO) Reports and Analysis  Electronic Reports Paper Reports  (See Attachment for Description and Disposition)	N/A GRS 1-25f	

**6501 – Equal Employment Opportunity (EEO) Reports and Analysis.** The Office of Civil Rights (OCR) is responsible for providing an annual agency self-assessment to the Equal Employment Opportunity Commission (EEOC) per Management Directive 715, and also reports on workforce demographics as needed (at minimum, quarterly throughout the year) This self-assessment must include demographic data for the department to enable statistical analysis and determination as to whether EEO Program objectives have been met

**6501.1 Electronic Reports.** This item covers electronic records generated for workforce analysis, barrier identification, management, and reporting, as required by MD 715 on an annual basis. Currently, OCR utilizes the eVersity web application from MicroPact to create and maintain these records, with demographic data imported from the FPPS system (see N1-048-08-03, item 7551 1)

Disposition Temporary Cut off records at the end of the fiscal year in which the report is issued. Destroy 5 years after cut-off

~~**6501.2 Paper Reports.** This item covers paper records created and maintained for workforce analysis and EEO statistical reporting, including any necessary supporting information~~

~~Disposition Temporary Cut off records at the end of the fiscal year in which the report is issued. Destroy 5 years after cut-off (GRS 1-25f)~~

GRS Item