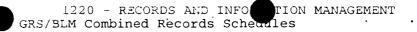
	REQUEST FOR RECORDS I AUTHORITY	DISPOSITION	LEAVE BLANK (N	ARA use o
	(See Instructions on rev	erse)		
· · · /			JOB NUMBER N1-49-00- のみ	
TO: NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NWML) WASHINGTON, DC 20408			DATE RECEIVED	,1/00
1. FROM: (Agency or establishment) Department of the Interior			NOTIFICATION T	O AGENCY
Dopu			In accordance with the pro U.S.C. 3303a the dispositio including amendments, is a for items that may be mark approved* or "withdrawn" in	en request, approved except ed "disposition r
2. MAJOR SL				
3. MINOR SU			-	
	nation Resources Management PERSON WITH WHOM TO CONFER	5. TELEPHONE	DATE ARCHIVIST OF T	HE UNITED S
Wendv	W. Spencer	(303) 236-6642	8/2/00 Munhand	Mark
DATE	SIGNATURE OF AGENCY REPRESE	has been requested. ENTATIVE	TITLE	all.
4/13/02	wendy h pe	na	BLM Reunds 9. GRS OR	/ 00. AC
ITEM NO.	8. DESCRIPTION OF ITEM AN		SUPERSEDED JOB CITATION	USE O
1	Public Commendation, Complaint a	nd Comment Correspond	lence	
File				



Schedule 14 - Information Services Records

Ite	Reco	ord Series Description	Disposition Authority
5	FILI reco Thos inve act: ind: a.	LIC COMMENDATION, COMPLAINT AND COMMENT SS [1120]. Confidentiality: Non-public ord category 3. Location: All. Exclusions: se records on the basis of which estigations were made or administrative ion taken and those incorporated into ividual personnel records (Schedule 1). Correspondence. Includes letters of commendation, complaint, criticism, and suggestion and replies thereto. Also includes customer comment cards and feedback received during customer focus group sessions.	TEMPORARY. Cutoff EOFY. Destroy 1 year after cutoff or after being incorporated into program plans and customer feedback mechanisms, whichever is longer. Pending NARA Job No. N1-49-00-##, 14/5a.
	b.	Customer Service Plans, Surveys, and Reports (final versions).	TEMPORARY. Cutoff EOFY in which finalized. Destroy 5 years after cutoff. Pending NARA Job No. N1-49-00-##, 14/5b.
	с.	Electronic Versions of Public Commendation, Complaint, and Comment Files Created by Electronic Mail and Wordprocessing Applications.	TEMPORARY. Delete when file copy is generated and added to a recordkeeping system or when no longer needed for reference or updating. Pending NARA Job N1-49-00-##, 14/5c .