

<b>REQUEST FOR RECORDS DISPOSITION AUTHORITY</b>		LEAVE BLANK (NARA use only)	
10 NATIONAL ARCHIVES & RECORDS ADMINISTRATION 8601 ADELPHI ROAD, COLLEGE PARK, MD 20740-6001		JOB NUMBER <i>NI-49-09-9</i>	
1 FROM (Agency or Establishment) U S Department of Interior		Date Received <i>9/11/09</i>	
2 MAJOR SUB DIVISION Bureau of Land Management		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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10	
3 MINOR SUB DIVISION Renewable Resource and Planning Directorate			
4 NAME OF PERSON WITH WHOM TO CONFRR Joe Manke	5 TELEPHONE 303-236-6251	DATE <i>10 Aug 12</i>	ARCHIVIST OF THE UNITED STATES <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 ___ page(s) are not needed now for the business for 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 9/4/09	SIGNATURE OF AGENCY REPRESENTATIVE <i>Michelle A. Thomas</i>		TITLE Bureau Records Administrator
7 ITEM NO	8 DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARA USE ONLY)
1	New Item  Recreation Management Information System (RMIS)  See attached pages		

Bureau of Land Management  
Division of Recreation and Visitor Services  
Renewable Resource and Planning Directorate  
N1-049-09-9

### **1. Recreation Management Information System (RMIS)**

**Description of System.** RMIS is a web-based BLM-internal application that aggregates information pertaining to BLM land used for public recreation purposes. In addition to information about recreational use, authorizations, and designations, RMIS provides data for visitation estimates, recreation site descriptions, and details about recreation permits and leases. This information is used for a variety of purposes, including providing details for Public Land Statistics, the Chief Financial Officer's Report, and various external publications, such as Public Lands, Public Rewards. In addition, information is used at the field level to document recreation activities and authorizations at the recreation site, recreation management area, and/or field office level. Information is used for NEPA documentation and reviewing trends in recreation use. This system is accessible only to BLM employees within the firewall. This information is entered into the system by an end user (authorized BLM Employee). The oldest data in the system dates back to fiscal year 1999, and new data is entered daily. Records are dated from 1999 – present.

**Master File.** The information collected in the database produces specific and aggregated information about the number of visitors, special recreation permits issued, participation in specific recreational activities, public land acres, area designation acres, national landscape conservation system units, recreation site details, off-highway vehicle designation acreage, associated planning documents, partnerships and agreements, special recreation permits, and contact information for the overseeing BLM office.

#### *DISPOSITION PERMANENT*

Cutoff at end of Fiscal Year. Transfer full dataset and one public use version to the National Archives upon approval of this schedule under 36 CFR 1235.44 through 50, or whatever standards are in place at the time of the transfer. A full copy of the dataset, containing subsequent changes and additions as well as unchanged data, should be transferred to the National Archives every three years to replace the previously transferred dataset.