

# REQUEST FOR RECORDS DISPOSITION AUTHORITY

(See Instructions on reverse)

TO: NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR)  
WASHINGTON, DC 20408

1. FROM (Agency or establishment)

Bureau of Land Management

2. MAJOR SUBDIVISION

3. MINOR SUBDIVISION

4. NAME OF PERSON WITH WHOM TO CONFER 5. TELEPHONE

Wendy W. Spencer

303-236-6642

LEAVE BLANK (NARA use only)

JOB NUMBER

N1-49-99-1

DATE RECEIVED

10-9-98

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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.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

6-22-00

ARCHIVIST OF THE UNITED STATES

*J. W. Paul*

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

10/02/98

SIGNATURE OF AGENCY REPRESENTATIVE

*Wendy W. Spencer*

TITLE

Bureau Records Officer

7. ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
4/24c	Mineral Lease Sale Files - nominations not accepted.	none.	

*4/29/00 Sent to Agency, NWMD, NWCTB, NWMA, NR*

Item	Record Series Description	Disposition Authority
24	<p><b>MINERAL LEASE SALE FILES [3000].</b> Documenting the planning, conduct, and evaluation of competitive mineral lease sales and providing a history of each sale from tract selection through bid acceptance or rejection. Authority: 43 CFR 3120, 3220, 3420, 3515, 3525, 3535, 3545, 3555, 3564, 3574. Confidentiality: Public record category 1, except some files may contain proprietary-confidential information which is non-public record category 3; Privacy Act System Interior/LLM-3. Vital: Rights and interests records. Location: SO. Exclusions: Documentation re. approved competitive leases which is filed in each lease case file (Schedule 4/27-30) and video recordings used to verify oral bids in the event of discrepancies (Schedule 21/20).</p>	
	<p>a. - Reserved b.</p>	
	<p>c. Nominations not Accepted. Nominations for parcels unavailable for leasing (i.e., closed to leasing, no minerals available, in an existing lease, etc.). Files will include copies of nomination and/or agency response. Responses may be in the form of telephone record(s) or letter(s). In cases where a nomination includes both parcels accepted and parcels not accepted, file records in the Mineral Lease Sale History Case File and follow disposition (item a).</p>	<p>TEMPORARY. Destroy when records are 6 months old or when no longer needed for reference, whichever is longer. <b>Pending NARA Job N1-49-98-##, 4/24c</b></p>
	<p>d. Electronic Versions of Mineral Lease Sale Records Created by Electronic Mail and Wordprocessing Applications.</p>	<p>TEMPORARY. Delete when file copy is generated and added to a recordkeeping system or when no longer needed for reference or updating. <b>Pending NARA Job N1-49-98-##, 4/24d</b></p>