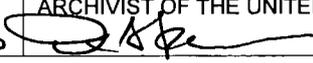
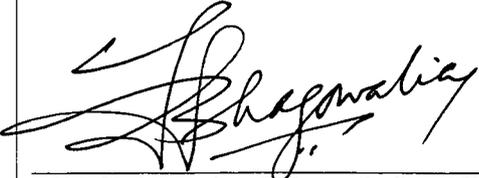


REQUEST FOR RECORDS DISPOSITION AUTHORITY		LEAVE BLANK (NARA use only)	
To NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) 8601 ADELPHI ROAD COLLEGE PARK, MD 20740-6001		JOB NUMBER NI-075-09-5	
1 FROM (Agency or establishment) Department of the Interior		DATE RECEIVED 2/20/09	
2 MAJOR SUBDIVISION Assistant Secretary of Indian Affairs		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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10	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 SUBDIVISION Office of the Chief Information Officer			
4 NAME OF PERSON WITH WHOM TO CONFER Matt Kallappa, Manager, NW Field Office			
5 TELEPHONE 360-699-1013		DATE 10/26/08	ARCHIVIST OF THE UNITED STATES 
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 1/8/09	SIGNATURE OF AGENCY REPRESENTATIVE 		TITLE Director, Office of Trust Records
7 ITEM NO	8 DESCRIPTION OF ITEM AND PROPOSED RETENTION	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARA USE ONLY)
1	Please See Attached Schedule for: Self-Governance Database  Director, Office of Self-Governance Date  Chief Information Officer - Indian Affairs Date 10-24-2008		

SF-115 Update, Page 1a

Update changes approved by Ms. Yolanda Montoya via e-mail on April 28, 2010.

Department of Interior / Office of the Special Trustee for American Indians

Job No. N1-75-09-5

Self-Governance Database System

Item b. Data Files:

SGDB database structure is relational and data is compiled logically in tables. Data is comprised of compact data; company data; funding data; class data; account data; cost code and allocation data; obligation data; authority to obligate (ATO) and annual funding agreement (AFA) data; user organization data; and project data. Data maintained within the system includes data from 1997 to present.

Disposition: PERMANENT. Create duplicate copy of records off-line and physically transfer to the National Archives upon approval of this schedule in accordance with NARA instructions and guidance. Subsequent legal transfer of the records will be as jointly agreed to between DOI and NARA, as specified in NARA standards applicable at the time of transfer.

Item c2. System Generated Documents Organized by Program.

System generated documents organized by Program, Regional, Agency or Field Offices: data compilation reports (e.g., management reports and plans) that are not case file specific and generated bi-weekly, monthly, quarterly, and annually. These reports cannot be easily separated and filed in case specific files. Records may be filed by system report name, program, region, agency or field office, job run date and fiscal year.

Disposition: PERMANENT. Cut off at end of fiscal year. Transfer paper records to the records center and electronic records to the National Archives 2 years after cutoff or when no longer needed for current business operations, whichever is less. Subsequent legal transfer of the records will be as jointly agreed to between DOI and NARA, as specified in NARA standards applicable at the time of transfer.