

**REQUEST FOR AUTHORITY  
 TO DISPOSE OF RECORDS**

(See Instructions on Reverse)

LEAVE BLANK

JOB NO

NCI-75-79-4

DATE RECEIVED

11 JUL 1979

NOTIFICATION TO AGENCY

In accordance with the provisions of 44 U.S.C. 3303a the disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10

**SIGNATURE OF THE ARCHIVIST IS  
 NOT REQUIRED FOR APPROVAL OF  
 PERMANENT RETENTION OF RECORDS**

Date \_\_\_\_\_ Archivist of the United States

TO: GENERAL SERVICES ADMINISTRATION,  
 NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, D.C. 20408

1. FROM (AGENCY OR ESTABLISHMENT)

Department of Interior

2. MAJOR SUBDIVISION

Bureau of Indian Affairs

3. MINOR SUBDIVISION

Office of Trust Responsibilities

4. NAME OF PERSON WITH WHOM TO CONFER

William J. Bucholz

5. TEL. EXT.

343-2963

6. CERTIFICATE OF AGENCY REPRESENTATIVE

I hereby certify that I am authorized to act for the head of this agency in matters pertaining to the disposal of records, and that the records described in this list or schedule of 2 pages are proposed for disposal for the reason indicated: ("X" only one)

A The records have ceased to have sufficient value to warrant further retention.

B The records will cease to have sufficient value to warrant further retention on the expiration of the period of time indicated or on the occurrence of the event specified.

5/2/79  
 (Date)

*Harold D. Kirstel*  
 (Signature of Agency Representative)

*Bureau Records Mgmt. Officer*  
 (Title)

7. ITEM NO.	8. DESCRIPTION OF ITEM (WITH INCLUSIVE DATES OR RETENTION PERIODS)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
1109-12	<p>Trust Responsibilities Records</p> <p>The files described in this section relate to the BIA "Trust Fund" functions in carrying out its administrative and legal trust responsibilities. Included are records in the Bureau functional area of Indian Trust Fund accounting records created in the course of acting as trustee in handling funds of individual Indians (and) some non-appropriated tribal funds and related special deposits and trust funds.</p> <p>Section 9. Indian Trust Fund Files</p> <p>Cases files contain copies of reports, correspondence and related paper from the Indian Claims Commission, U.S. Treasury (warrants). GAO (Settlement Certificates), journal vouchers, tribal resolutions, trust fund summaries and tribal judgment plans. Case files also contain originals of records regarding financial statements and justifications to distribute funds and correspondence regarding various problems arising on a specific docket numbered case. <u>Materials arranged chronologically, and filed alphabetically by area and alphabetically by tribes within each area.</u> File location will be Central Office, more specifically - Branch of Trust Funds. 20 cu. ft. on hand; 2 cu ft/yr. accumulation</p> <p>to NNF, NNB, agency, WNRC - 7/17/79 RB</p>	<p>sample copies of files are attached</p>	<p>item 100126</p>

REQUEST FOR AUTHORITY TO DISPOSE OF RECORDS—Continuation Sheet

7. ITEM NO.	8. DESCRIPTION OF ITEM (WITH INCLUSIVE DATES OR RETENTION PERIODS)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
	<p><u>Disposition:</u> Permanent - Cut off when case completed. Hold 3 years or until volume warrants and retire to FARC. Offer to NARS 20 years after retirement.</p>		