

REQUEST FOR RECORDS DISPOSITION AUTHORITY (See Instructions on reverse)		LEAVE BLANK (NARA use only)	
TO NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) WASHINGTON, DC 20408		JOB NUMBER	N1-104-97-2
1 FROM (Agency or establishment) Department of the Treasury		DATE RECEIVED	1-13-97
2 MAJOR SUBDIVISION United States Mint (633 3rd St, NW: Wash, DC 20220)		NOTIFICATION TO AGENCY	
3 MINOR SUBDIVISION		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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10	
4 NAME OF PERSON WITH WHOM TO CONFER	5 TELEPHONE	DATE	ARCHIVIST OF THE UNITED STATES
Thomas E. Noziglia	(202)874-5805	8-26-97	<i>John W. Paul</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 41 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	SIGNATURE OF AGENCY REPRESENTATIVE	TITLE
1/9/97	<i>George F. Bamford</i> George F. Bamford	U.S. Mint Records Officer

7 ITEM NO	8 DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARA USE ONLY)
1	<p>VHS, BETA AND 3/4" Video Tapes from the Office of Public Affairs, United States Mint.</p> <p>Consists of VHS, BETA and 3/4" Video Tapes from the Office of Public Affairs pertaining to a variety of U.S. Mint Coin Programs and Public Affairs issues including:</p> <ul style="list-style-type: none"> a) U.S. Mint/Director's Press Conferences b) Contractor produced clips for U.S. Mint commemorative coin, gold bullion coin and special medals programs c) Media outtakes of U.S. Mint and Numismatic related issues <p>A complete 41 page inventory of these video tapes is attached.</p> <p>DISPOSITION: Permanent. Transfer to Archives for permanent retention upon approval of schedule.</p> <p>SEE ATTACHED</p> <p><i>Mr Bamford agreed to changes per phone conversation on May 30, 1997</i></p> <p><i>May 7, 1997</i></p>		

SEP 10 1997 MHR
Copy to Agency
NWDB
AWDN

N1-104-97-2
Office of Public Affairs

1. VHS, BETA, and 3/4 inch video recordings, audio cassette tapes, and 16 mm film pertaining to a variety of U S Mint Coin Programs and Office of Public Affairs events Records cover press conferences, contractor-produced clips for U S Mint commemorative coin, gold bullion coin and special medals programs, media out takes, and unedited footage of Mint activities or processes

a) Pre-1997 Volume 40 cubic feet (see attached inventory list)
Disposition PERMANENT Transfer to NARA upon approval of schedule

NOTE Video and audio recordings and/or related documentation accessioned by NARA that are found during archival processing to be fragmentary, duplicative, redundant, or otherwise lacking historical value will be offered for return to the U S Mint before being destroyed

b) Post-1997.
Video recordings, audio recordings, and related records pertaining to U S Mint Coin Programs and other Office of Public Affairs events

1) The original (or earliest generation master if original is not available) and one copy of the video recording or audio recording depicting or promoting agency programs [36 CFR 1228 184(c)&(d)]

Disposition PERMANENT Cut off at end of program Transfer to NARA 1 year after end of program

2) Scripts, production files, finding aids, or other records that bear upon the origin of video or audio recording Also, any records relating to the Government's ownership of the recording such as those that document the existence of copyright or other proprietary rights that are legally enforceable in subsequent use [36 nCFR 1228 184(e)]

Disposition PERMANENT Cut off at end of program Transfer to NARA with corresponding video or audio recording

NOTE Video and audio recordings and/or related documentation accessioned by NARA that are found during archival processing to be fragmentary, duplicative, redundant, or otherwise lacking historical value will be offered for return to the U S Mint before being destroyed