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| REQUEST FOR RECORDS DISPOSITION AUTHORITY | | JOB NUMBER N1-064-02- 7 | |
| To: NATIONAL ARCHIVES & RECORDS ADMINISTRATION 8601 ADELPHI ROAD COLLEGE PARK, MD 20740-6001 | | Date received 2-19-2002 | |
| 1 FROM (Agency or establishment) National Archives & Records Administration | | NOTIFICATION TO AGENCY | |
| 2 MAJOR 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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10 | |
| 3 MINOR SUBDIVISION | | | |
| 4. NAME OF PERSON WITH WHOM TO CONFER Richard Marcus | 5 TELEPHONE NUMBER (301)-713-7330 x250 | DATE 5-28-02 | ARCHIVIST OF THE UNITED STATES <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 <u>1</u> 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 type="checkbox"/> is not required <input type="checkbox"/> is attached, or <input checked="" type="checkbox"/> has been requested | | | |
| DATE FEB 8 2002 | SIGNATURE OF AGENCY REPRESENTATIVE <i>Richard W. Marcus</i> Richard W. Marcus | | TITLE NARA Records Officer |
| 7 ITEM NO | 8 DESCRIPTION OF ITEM AND PROPOSED DISPOSITION | 9 GRS OR SUPERSEDED JOB CITATION | 10 ACTION TAKEN (NARA USE ONLY) |
| | See attached page(s) | | |
| <i>cc Agency, NR, NWMW, NWCT</i> | | | |

1419

Research Room Use Files

1419-3

Public-use PC user logs and system audit data used to record public access on research room PCs and detect inappropriate use

- a) Log sheets signed by researchers registering to use public-use PCs.
Cut off monthly. Destroy 60 days after cutoff.

- b) Audit data recording internet use activity on public-use PCs.
Cut off monthly. Destroy 60 days after cutoff.