Schedule Number: N1-220-02-032

When functions are reassigned to another agency or department, the gaining agency must schedule the records.

Description:

The National Commission on Libraries and Information Science was established as an independent commission within the Executive branch by the National Commission on Libraries and Information Science Act (Pub. L. 91-345) on July 20, 1970. The National Commission on Libraries and Information Science was consolidated into the Institute of Museum and Library Services in 2008.

Date Reported: 6/22/2020
REQUEST FOR RECORDS DISPOSITION AUTHORITY

| To: NATIONAL ARCHIVES & RECORDS ADMINISTRATION |
| 8601 ADELPHI ROAD COLLEGE PARK, MD 20740-6001 |

1. FROM (Agency or establishment)
   US National Commission on Libraries and Information Science (NCLIS)
   1110 Vermont Avenue, Suite 820
   Washington, DC 20005-3552

   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REQUEST, INCLUDING AMENDMENTS, IS APPROVED EXCEPT FOR ITEMS THAT MAY BE MARKED "DISPOSITION NOT APPROVED" OR "WITHDRAWN" IN COLUMN 10.

2. MAJOR SUBDIVISION
   NCLIS Library Statistics Program

3. MINOR SUBDIVISION

4. NAME OF PERSON WITH WHOM TO CONFER
   Kim Miller

5. TELEPHONE NUMBER
   202-606-9200

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 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,

   ☑ is not required  ☐ is attached; or  ☐ has been requested.

7. ITEM NO. 8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION 9. GRS OR SUPERSEDED JOB CITATION 10. ACTION TAKEN

   1. Program materials for the NCLIS Library Statistics Cooperative Program general program items (1988-1997)
      One copy each of general program material. Inventory attached.
      Volume .2 cubic feet
      PERMANENT Transfer to the National Archives upon approval of this schedule.

   2. See next page.
NCLIS Schedule
NI 220-00-6 (Revised List of Publications – 9/01)

Program materials for the NCLIS Library Statistics Cooperative Program General program items (1988-1997)

Chronological

Box 1


2. Electronic Mail and Word Processing Records
   a. Copies that have no further administrative value after the recordkeeping copy is made. Includes copies maintained by individuals in personal files, personal electronic mail directories, or other personal directories on hard disk or network drives, and copies on shared network drives that are used only to produce the recordkeeping copy.
      DELETE within 180 days after the recordkeeping copy has been produced.
   b. Copies used for dissemination, revision, or updating that are maintained in addition to the recordkeeping copy.
      DELETE when dissemination, revision, or updating is complete.