

<b>REQUEST FOR RECORDS DISPOSITION AUTHORITY</b>			JOB NUMBER <i>NI-220-99-1</i>		
To: NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) WASHINGTON, DC 20408			DATE RECEIVED <i>10-3-98</i>		
1. FROM (Agency or establishment)  President's Advisory Board on Race			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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.		
2. MAJOR SUBDIVISION					
3. MINOR SUBDIVISION					
4. NAME OF PERSON WITH WHOM TO CONFER  Randy Ayers		5. TELEPHONE  (202) 395-1010	DATE  <i>5-25-99</i>	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>3</u> 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,  <input checked="" type="checkbox"/> is not required; <input type="checkbox"/> is attached; or <input type="checkbox"/> has been requested.					
DATE <i>10/28/98</i>		SIGNATURE OF AGENCY REPRESENTATIVE <i>Randy Ayers</i>		TITLE Executive Officer	
7. Item No.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION			9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
	President's Advisory Board on Race See attached.				

## PRESIDENT'S ADVISORY BOARD ON RACE

The President's Advisory Board on Race was established by Executive Order 13050 (June 13, 1997). The Advisory Board's mission was to advise the President on matters involving race and racial reconciliation including ways in which the President could: (1) promote a constructive national dialogue, (2) increase the Nation's understanding of our recent history of race relations, (3) bridge racial divides by encouraging leaders in communities throughout the Nation to develop and implement innovative approaches to calming racial tensions, and (4) identify develop, and implement solutions to problems in areas in which race has a substantial impact, such as education, economic opportunity, housing, health care, and the administration of justice. After submitting its final report to the President, the Board terminated on September 30, 1998.

### **Item 1, Advisory Board Meeting Records**

Agendas, transcripts of meetings, briefing materials, press releases, summaries, and other records of the following types of meetings: Presidential Town Hall Meetings, Box 9; Advisory Board Meetings (public meetings) Boxes 3, 4, 5, 10, 12 (part of box - Phoenix), 16, 21, 27; Corporate Forums, Box 6; Religious Forums, Box 8 (part); and meetings the Board attended, but did not host, Boxes 8 (part-Little Rock), 12 (part-Race and Immigration), 13.

PERMANENT: Transfer to NARA upon termination of Board.

### **Item 2, Audio and video tapes (for which written transcript do not exist) of Advisory Board meetings and other meetings. Box 2**

PERMANENT. Transfer to NARA upon termination of Board.

### **Item 3, Audio and video tapes for which written transcripts do exist.**

TEMPORARY. Destroy upon termination of Board

### **Item 4, Staff Initiated Program Records: Youth Project, Campus Week, Native American and Latino Community, and State-wide Days of Dialog Records Boxes 1, 7, and 11.**

Notes, program information, proclamations, and other records relating to Staff initiated programs.

PERMANENT. Transfer to NARA upon termination of Board.

### **Item 5, Reports and substantive drafts.**

Final reports, weekly reports to President of United States, and Advisory Board Reports. Boxes 14, 33, 34, 35, 36.

PERMANENT. Transfer to NARA upon termination of Board.

### **Item 6, Promising Practices Project records Box 15**

PERMANENT. Transfer to NARA upon termination of Board.

**Item 7A, General Correspondence**

General Counsel Correspondence. Boxes 17 and 18; PIR Staff Correspondence relating to Board mission, Box 38; Outreach Correspondence, Boxes 41, 42, 43; Administrative Correspondence (Contains all correspondence received by the President of the United States or the Advisory Board. Files contain both substantive and routine correspondence: thus, administrative and routine correspondence can be disposed of during archival processing.) Boxes 45 (part), 46, 47, 48, 49, 50, 51.

PERMANENT. Transfer to NARA upon termination of Board.

**Item 7B, Transitory Correspondence**

Administrative Correspondence (non-action items), Boxes 44 and 45 (part); and invitations to PIR Staff, Box 37

TEMPORARY. Destroy upon termination of Board.

**Item 8, Briefing Papers to Board and Board Staff Box 19.**

Briefing papers relating to Board mission.

PERMANENT. Transfer to NARA upon termination of Board.

**Item 9, Public Affairs Records Boxes 20, 22, 25, 40 (part).**

Publications, speeches and other records relating to public appearances of President and Board Members.

PERMANENT. Transfer to NARA upon termination of Board.

**Item 10, Organizational Records and Staff Function Records.**

Workplans, project assignments, goals and policy information Boxes 23 and 26 (part)

PERMANENT. Transfer to NARA upon termination of Board. Administrative records that do not document PIR policy or major Board functions, can be disposed of during archival processing.

**Item 11A, Records of the Executive Director Boxes 24, 26(part), 29 .**

Transcripts, interviews, briefing papers, and other records of the Executive Director of the Board.

PERMANENT. Transfer to NARA upon termination of Board.

**Item 11B, Calendar, Regret/Acceptance Correspondence of the Executive Director. Boxes 30 and 31.**

TEMPORARY. Destroy upon termination of Board.

**Item 12, Electronic versions of records covered by this schedule created by electronic-mail and word processing applications.**

TEMPORARY. Delete after record keeping copy is filed.

**Item 13A, Electronic Version of Web Site**

TEMPORARY. Transfer to Executive Office of the President. Delete when no longer needed.

**Item 13B, Web Site Design Records, Management Records, and Technical Operations Records.**

TEMPORARY. Transfer to Executive Office of President. Destroy when no longer needed.

**Item 14, Reference Materials**

Books, articles, audio and video tapes received by the Board. (Nonrecord Material)

TEMPORARY. Transfer to Department of Justice's Civil Rights Division upon termination of Board. Destroy when no longer needed.

Note: There are no boxes numbered 28, 32, 39, or 52.