

Request for Records Disposition Authority

Records Schedule Number	DAA-0600-2017-0014
Schedule Status	Approved
Agency or Establishment	National Indian Gaming Commission
Record Group / Scheduling Group	Records of the National Indian Gaming Commission
Records Schedule applies to	Major Subdivision
Major Subdivision	Finance
Minor Subdivision	Management Contracts Review
Schedule Subject	Bill Quick
Internal agency concurrences will be provided	No

Background Information

The National Indian Gaming Commission (NIGC) was created in 1988 with the passage of the Indian Gaming Regulatory Act (IGRA), which was enacted to support and promote tribal economic development, self-sufficiency, and strong tribal governments through the operation of gaming on Indian lands. The Act provides a statutory basis for the federal regulation of Indian gaming. IGRA establishes the Commission to regulate and support tribal gaming as a means of generating revenue for tribal communities. See 25 U.S.C. § 2704.

The NIGC is committed to fulfilling its responsibilities by:

- regulating and monitoring certain aspects of Indian gaming;
- coordinating its regulatory responsibilities with tribal regulatory agencies
- providing training and technical assistance to tribal regulatory agencies;
- reviewing and approving tribal gaming ordinances and management agreements;
- reviewing the backgrounds of individuals and entities to ensure the suitability of those seeking to manage or invest in Indian gaming;
- overseeing and reviewing the conduct and regulation of Indian gaming operations;
- enforcing violations against the IGRA and its regulations; and
- referring law enforcement matters to appropriate tribal, Federal, and state entities.

The NIGC is comprised of a Chair, appointed by the President and confirmed by the Senate, and two additional commissioners

appointed by the Secretary of the Interior. The NIGC's organizational structure is composed of two main branches, the Office of General Counsel which handles legal affairs, and the Office of the Chief of Staff, which manages day-to-day activities and includes the Division of Compliance, Division of Finance, Division of Public Affairs, and the Division of Technology.

The Bill Quick system enables the agency to track the costs and billing of background investigations of management contractors in accordance with 25 CFR 533 and 537 and to track the reimbursable fund activity as outlined in the agency's annual budget justifications to Congress.

Item Count

Number of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items
1	0	1	0

GAO Approval

Outline of Records Schedule Items for DAA-0600-2017-0014

Sequence Number

1

Bill Quick Master File

Disposition Authority Number: DAA-0600-2017-0014-0001

Records Schedule Items

Sequence Number	
1	<p data-bbox="363 427 656 459">Bill Quick Master File</p> <p data-bbox="363 476 1143 508">Disposition Authority Number DAA-0600-2017-0014-0001</p> <p data-bbox="363 527 1474 640">Management Contracts Background Investigations Billing Records System. Data is related to background investigative time and expenses, applicant deposits, and billings</p> <p data-bbox="363 657 919 689">Final Disposition Temporary</p> <p data-bbox="363 708 854 740">Item Status Active</p> <p data-bbox="363 759 808 791">Is this item media neutral? No</p> <p data-bbox="363 810 1154 842">Explanation of limitation This is an electronic system.</p> <p data-bbox="363 861 821 987">Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing? Yes</p> <p data-bbox="363 1006 821 1095">Do any of the records covered by this item exist as structured electronic data? Yes</p> <p data-bbox="363 1115 987 1176">GRS or Superseded Authority Citation N1-220-09-3 / A</p> <p data-bbox="363 1208 669 1240">Disposition Instruction</p> <p data-bbox="363 1270 1430 1336">Cutoff Instruction Cut off in the calendar year in which background investigation is completed.</p> <p data-bbox="363 1359 1187 1391">Retention Period Destroy 10 year(s) after cut off</p> <p data-bbox="363 1432 669 1464">Additional Information</p> <p data-bbox="363 1489 951 1521">GAO Approval Not Required</p>

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 in this schedule are not now needed for the business of the agency or will not be needed after the retention periods specified.

Signatory Information

Date	Action	By	Title	Organization
09/25/2017	Certify	Tim Osumi	Records Manager	Technology Division - Records Management Program
12/14/2017	Submit for Concur rence	Valerie Terray	Archives Specialist	National Archives and Records Administration - Records Management Services
12/19/2017	Concur	Margaret Hawkins	Director of Records Management Servic es	National Records Management Program - ACNR Records Management Serivces
12/19/2017	Concur	Margaret Hawkins	Director of Records Management Servic es	National Records Management Program - ACNR Records Management Serivces
12/21/2017	Approve	David Ferriero	Archivist of the Unite d States	Office of the Archivist - Office of the Archivist