

<b>REQUEST FOR RECORDS DISPOSITION AUTHORITY</b>		JOB NUMBER N1-021-07- <del>1</del> 1	
To: NATIONAL ARCHIVES & RECORDS ADMINISTRATION 8601 ADELPHI ROAD COLLEGE PARK, MD 20740-6001		Date received 4/20/07	
1. FROM (Agency or establishment) Administrative Office of the United States Courts (AOUSC)		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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.	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 United States District AND Bankruptcy Courts			
3. MINOR SUBDIVISION			
4. NAME OF PERSON WITH WHOM TO CONFER Adria A. Lipka Judiciary Records Officer	4. TELEPHONE NUMBER 202-502-2278	DATE 9/13/07	ARCHIVIST OF THE UNITED STATES <i>Alfred...</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 checked="" type="checkbox"/> is not required <input type="checkbox"/> is attached; or <input type="checkbox"/> has been requested.			
DATE APR 13 2007	SIGNATURE OF AGENCY REPRESENTATIVE <i>Adria A. Lipka</i> Adria A. Lipka		TITLE Judiciary Records Officer (202) 502-2278
7 ITEM NO	8 DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARA USE ONLY)
1	<p><b><u>Case Management/Electronic Case Filing (CM/ECF) System</u></b></p> <p><i>This item is authorized for use only by U.S. District and Bankruptcy courts which have implemented and use the AOUSC CM/ECF System</i></p> <p><b><u>A. CASE FILES AND DOCKET SHEETS</u></b></p> <p style="text-align: center;"><b>SEE ATTACHED SHEET</b></p> <p>(19 A 2.c. PAPER SUBMISSIONS Jan 1998-May 12,2006)</p>		
<i>At 9/13/07 copies sent to Agency, NR</i>			

ITEM	RECORD TYPE AND SERIES DESCRIPTION	DISPOSITION MINIMUM RETENTION	DISPOSITION AUTHORITY
19	<b>CASE MANAGEMENT/ELECTRONIC CASE FILING (CM/ECF) SYSTEM</b>		
A	2. PAPER SUBMISSIONS		
	c. Filings scanned in their entirety from January 1998 to May 12, 2006.	SCAN document (convert to electronic format), access and upload to CM/ECF.	
	(1) Filings <b>not</b> prohibited from destruction by local court rule.	DESTROY when 2 years old, superseded, obsolete, or no longer needed for active court business, whichever occurs first.	
	(2) Filings <b>prohibited</b> from destruction by local court rule.	Disposal Not Authorized.	

**Note:** Filings/records that are maintained according to local court rules are **NOT** covered by this schedule. Contact the AOUSC/JRMB to schedule and obtain an approved disposition authority. These filings **MUST** be retained and be accessible by case identifier.