

REQUEST FOR RECORDS DISPOSITION AUTHORITY		JOB NUMBER NI-60-89-70	
To NATIONAL ARCHIVES & RECORDS ADMINISTRATION 8601 ADELPHI ROAD COLLEGE PARK, MD 20740-6001		Date received 9/29/09	
1 FROM (Agency or establishment) Department of Justice		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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10	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 Office of Community Oriented Policing Services			
MINOR			
4 NAME OF PERSON WITH WHOM TO CONFER Dave Neely	5 TELEPHONE NUMBER 202-514-8553	DATE 31 July 12	ARCHIVIST OF THE UNITED STATES <i>[Signature]</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 9/28/2009	SIGNATURE OF AGENCY REPRESENTATIVE <i>[Signature]</i>		TITLE Director, OKMP
7 ITEM NO	8 DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARA USE ONLY)
	COPS Intranet COPSnet The COPS Office awards grants to tribal, state, and local law enforcement agencies to hire and train community policing professionals, acquire and deploy cutting-edge crime-fighting technologies, and develop and test innovative policing strategies. COPS Office funding provides training and technical assistance to advance community policing at all levels of law enforcement, from line officers to law enforcement executives, as well as others in the criminal justice field. Because community policing is inclusive, COPS Office training also reaches state and local government leaders and the citizens they serve.	<i>change per agency form 6/11/12</i>	

Department of Justice: COPSnet

The Office of Community Oriented Policing Service's (COPS) COPSnet is an internal website that provides easy access to any information that is of component-wide interest news, events, and tools needed by COPS employees to do their job The COPSnet is on an internal secure server that limits access to COPS employees The information provided on the COPSnet is intended solely for use within the component The Office of the Chief Technology Officer develops, maintains and administers the site COPS Office staff can post information on their section of the website

Description of Content on the COPSnet:

The content of the COPSnet is related to the function and mission of the COPS Office

- 1 Content Management Records The COPS Office maintains rules and roles for managing, organizing, and storing content on the COPSnet The COPSnet site also has procedures for adding, changing or deleting content information

Disposition Destroy/Delete when superseded, obsolete or no longer needed for the conduct of office business

- 2 Web content COPSnet information is published in a variety of formats including HTML, PDF and Microsoft Office documents and templates. The COPSnet is supported by SharePoint which allows for file sharing, tracking, staff comments on a variety of files that are uploaded Linked documents are maintained outside of the intranet in accordance with approved records schedules

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