REQUEST FOR RECORDS DISPOSITION AUTHORITY				LEAVE BLANK (NARA use only)			
			JOB NUMBER N 1 - 075 - 06 - 5				
To: NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR)				DATE RECEIVED			
8601 ADELPHI ROAD COLLEGE PARK, MD 20740-6001			10-5-05				
1. FROM (Agency or establishment)			Notification to Agency				
Department of Interior				In accordance with the provisions of 44 U.S.C.			
2. MAJOR SUBDIVISION			3303a, the disposition request, including				
Bureau of Indian Affairs			amendments, is approved except for items that may be marked "disposition not approved" or				
			withdrawn" in column 10.				
3. MINOR SUBDIVISION Office of the Chief Information Officer							
Office of the Office Information Officer							
4. NAME OF PERSON WITH WHOM TO CONFER 5. TELEPHONE				DATE ARCHIVIST OF THE UNITED STATES			
Mark Zundel		303-969-5100	3/31	3/3/61 pm bain		F	
6. AGENCY CERTIFCATION							
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 3 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	is attached; or		Ш	has been reques	ted.	
DATE	STONATURE OF AGENCY REPRES	SENTATIVE		TITL	.E		
9/29/05 &() // / /							
	Alul (llu)			Director, Office of Trust Records 9. GRS OR 10. ACTION			
7.	7. ITEM NO. 8. DESCRIPTION OF ITEM AND PROPOSED RETENTION				RS OR PERSEDED	10. ACTION TAKEN (NARA	
112113.					CITATION	USE ONLY)	
1	Please See Attached Schedule for:						
	Land Title Monney /LTM)						
Land Title Mapper (LTM)							
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Cule Cich funder-Collie 09/210/05							
Chief Information Officer Date							
	Bureau of Indial Affairs						
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Draft Request for Records Disposition Authority, attachment to SF 115 N1-075-06-5 August 31, 2005

Land Title Mapper (LTM) System Description:

The Land Title Mapper contains information from 1997 through the present. The system stores geographic databases and provides a simple interface for producing standardized trust land status maps of Indian Country.

The data contains trust parcel boundaries, represented as polygons that have spatial coordinates, identifiers and other associated attribute data. The parcels are organized by reservation, and the parcels for a reservation are further organized in by region. Authorized users can request five varieties of maps for specified reservations.

The original database creation took place in 1997-1999 for four regions. Database creation and updates are currently taking place. Once all databases have been created, the update cycle might get down to 1-3 months.

Files are generally stored by reservation in directories that are further organized by BIA region.

a. Inputs:

The inputs to the system include: background geographic data gathered from various map source and parcel information produced from LRIS database downloads.

Disposition: Apply disposition instructions approved for paper and microfilm records.

b. Master Data Files:

The master data file contains attribute fields for all geographic data layers. These data layers are organized by reservation and have metadata which describe the attributes and the spatial data, the source, date, geographic projection, methods of creation, and applicable data standards.

Disposition: PERMANENT. Create duplicate copy of records off-line and physically transfer to the National Archives upon approval of this schedule in accordance with NARA instructions and guidance. Subsequent legal transfer of the records will be as jointly agreed to between DOI and NARA, in accordance with regulations currently cited in 36 CFR 1228.270.

Data restricted in accordance with Privacy Act Notice: Indian Individual Monies Trust Funds-OS-02 (previously Individual Indian Monies—Interior, BIA—3); Indian Land Records—Interior, BIA—4; Indian Land Leases—Interior, BIA—5.

c. Outputs:

Case file specific queries, sorts, reports, tables and related records and data compilation reports (e.g., management reports and plans) that are created for case files, studies, inquiries, inspections, and related program files.

Disposition: Apply disposition instructions approved for paper and microfilm program records.

d. Documentation

System Data specifications, file specifications, code books, record layouts, user guides, output specifications, final reports, regardless of medium, relating to a master file or data base.

Disposition: PERMANENT. Transfer to the National Archives with Master Data File identified in item b above.

ELECTRONIC RECORDS SCHEDULE

Additional Information for: Land Title Mapper (LTM)

BIA Series/System Number:

Users:

Rocky Mountain Region, Great Plains, and Southern Plains.

Program: Geographic Data Service Center, Office of Information Operations

Function: Realty Management

Related Series/Systems: 16 BIAM: 4603 Land Assignments

4604 Patents, Fees and Certificates of Competency

4605 Land Gift Conveyance

4606 Land Plat Books

4607 Land Tract Books

4608 Aborted Land Transactions

4610 Land Title/Deed Files

4612 Cadastral Surveys

4613 Land Maps and Plans

4614 Acquired Sub-Marginal Land Books

4615 Land Acquisition Map Books

4616 Land Right of Way Files

4618 Indian Land Lease Case Files

4622 Town Lot Use Permits

4630 Heirship Files

4631 Individual Indian Probate Case Files

4633 Twenty-Day Case Files

4634a Master Land Description Files

4635a Land Chain of Title Plant Files

4636 Individual Chain of Title Files

4637 Range Land File

4638 Indian Land Information System

4643 Indian Land Records

4641 LRIS Geographic Location Directory

4642 LRIS Reservation Directory

4643 Indian Land Records

4644 Indian Trust Land Mortgages

4645 Restriction Removal File

Location: Lakewood, CO

Points of contact: Mark Zundel