

REQUEST FOR RECORDS DISPOSITION AUTHORITY (See instructions on separate page)		JOB NUMBER <i>71-241-01-9</i>
To: NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NWM) WASHINGTON, DC 20408		DATE RECEIVED <i>7-24-2001</i>
1. FROM (Agency or establishment) U.S. Patent and Trademark Office		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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.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 the Chief Information Officer/ Office of Data Management		
3. MINOR SUBDIVISION Data Administration Division/Records Management		
4. NAME OF PERSON WITH WHOM TO CONFER Susan K. Brown	5. TELEPHONE (703) 308-7400	DATE <i>10/30/01</i> ARCHIVIST OF THE UNITED STATES <i>WITHDRAWN</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 _____ 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,

is not required; is attached; or has been requested.

DATE <i>7/18/01</i>	SIGNATURE OF AGENCY REPRESENTATIVE <i>Susan K Brown</i>	TITLE Records Officer
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7. Item NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
<i>1</i>	<i>Please see attached item(s): Native American Tribal Insignia Database</i>		<i>Withdrawn per e-mail message from agency records officer dated 10/30/01. JMB 10/30/01.</i>
	<i>No copies sent out.</i>		

United States Patent and Trademark Office (USPTO) Trademarks

Native American Tribal Insignia Database

The database of the official insignia of federally and state recognized Native American tribes was created pursuant to a recommendation in a report presented to the Chairman of the Committee on the Judiciary of the Senate and to the Chairman of the Committee on the Judiciary of the House of Representatives on November 30, 1999. This report was mandated by the Trademark Law Treaty Implementation Act, Pub. L. 105-330, §302, 112 Stat. 3071 (1998).

Requests to include particular insignia in the database are submitted to the Commissioner for Trademarks by federally and state recognized Native American tribes. The insignia are then entered into existing USPTO databases, including an information system known as the Trademark Reporting and Monitoring System (TRAM), a searchable database known as X-Search, and a searchable database known as TESS.

Processing of the requests for recordal of insignia includes assigning a unique serial number to each insignia, classifying the submission, and entering the data into the USPTO databases.

The digitized text and image files are kept in current online storage as authorized by existing disposition authorities for TRAM and X-Search.

Records	Disposition
1. System Software and Updates.	1. [N1-241-96-5 #71]. Transfer to the configuration management tool prior to unit testing.
2. Life Cycle Management documentation.	2. [N1-241-96-5 #71]. Transfer electronic copy to the configuration management tool prior to Technical Review Board meeting for each phase as required in the Quality Assurance Plan and the Configuration Management Plan.
3. Inputs (paper).	3. [Pending authorization]. Permanent. File paper copy in the official file. Cutoff annually. Retire the paper at the FRC 10 years after cutoff. Transfer to the National Archives 30 years after cutoff.
4. Internal Records (electronic):	4. Internal Records (electronic):
a. Master database (textual) files.	a. [N1-241-96-5 #64(a)]. Automatically transferred to TRAM. Follow disposition instructions for related records
b. Master image files.	b. [N1-241-96-5 #64(a)]. Automatically transferred to TRAM. Follow disposition instructions for related records
6. Backups	6. [N1-241-96-5 #64(b)]. Automatically transferred to TRAM. Follow disposition instructions for related records.