

REQUEST FOR RECORDS DISPOSITION AUTHORITY		JOB NUMBER <i>71-048-05-6</i>	
TO: NATIONAL ARCHIVES & RECORDS ADMINISTRATION 8601 ADELPHI ROAD COLLEGE PARK, MD 20740-6001		Date Received <i>1-25-05</i>	
FROM: (Agency or establishment) Department of the Interior		NOTIFICATION TO AGENCY	
2. MAJOR SUBDIVISION Office of the Secretary		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request, including amendments, is approved except for items that may be marked "disposition not approved or "withdrawn" in column 10.	
3. MINOR SUBDIVISION Office of Executive Secretariat			
4. NAME OF PERSON WITH WHOM TO CONFER Pamala R. Quallich	4. TELEPHONE NUMBER 202-208-3909	DATE <i>5/17/05</i>	ARCHIVIST OF THE UNITED STATES <i>Alan L. Sauter</i>
5. AGENCY INFORMATION 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>8</u> page(s) are not needed now 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. <input checked="" type="checkbox"/> is not required <input type="checkbox"/> is attached; or <input type="checkbox"/> has been requested.			
DATE 01/25/2005	SIGNATURE OF AGENCY REPRESENTATIVE <i>Pamala R. Quallich</i>		TITLE Office of the Secretary Records Officer
7. ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
	See Attached List of Record Descriptions and Requested Disposition Authorities. <i>cc Agency TR NWM E NWCTB</i>	N/A	

4026. Indian General Issues Document Production Files. These files consist of Department of the Interior documents collected from bureaus and offices within the Department of the Interior in response to document production requests related to Indian issues not currently in litigation. They include the digital administrative files of documents collected and received by the Office of Federal Acknowledgement (within the Bureau of Indian Affairs) relating to requests from Indian tribes petitioning for formal Federal recognition. Their extent varies with the scope of the individual request and degree of Departmental involvement in the issue in question.

These files are classed as Indian Fiduciary Trust (IFT) files.

4026.a IGI Document Production Paper Copies Files. These files contain paper *copies* of documents collected from bureaus and offices within the Department of the Interior in support of Indian issues not currently in litigation. They do not include the record copy of these documents, which remains within the originating bureau or office, or the paper copy of the administrative files relating to requests by Indian Tribes for formal Federal recognition, which are retained by the Office of Federal Acknowledgement.

Disposition Instructions: PERMANENT. Cut off at fiscal year end in which digital imaging of each separate document production has been completed. Maintain in office of record for a maximum of 2 years after cut off; and then retire to records center. Subsequent legal transfer of the records to the National Archives of the United States will be as jointly agreed to between the United States Department of Interior and the National Archives and Records Administration.

4026.b IGI Document Production Digital Images Files. These files contain digital images of paper documents (covered by item 4026.a) collected from bureaus and offices within the Department.

Disposition Instructions: PERMANENT. Cut off at fiscal year end in which digital imaging of each separate document production has been completed. Maintain in office of record for a maximum of 2 years after cut off; and then retire to records center. Subsequent legal transfer of the records to the National Archives of the United States will be as jointly agreed to between the United States Department of Interior and the National Archives and Records Administration.

4026.c IGI Document Production Administration Files. These paper and electronic files contain records relating to the collection and production of paper documents (covered by item 4026.a). They include, but are not limited to, guidance memoranda, coordination plans, adequacy of search certifications, and reports generated by the document indexing system.

Disposition Instructions: PERMANENT. Cut off at fiscal year end in which digital imaging of each separate document production has been completed. Maintain in office of record for a maximum of 2 years after cut off; and then retire to records center. Subsequent legal transfer of the records to the National Archives of the United States will be as jointly agreed to between the United States Department of Interior and the National Archives and Records Administration.

7301. Cobell Document Collection Files. These files consist of Department of the Interior documents collected in response to court-ordered document-production requests in the class action lawsuit Cobell v. Babbitt, et al., later Cobell v. Norton, et al. The lawsuit, filed on June 10, 1996 by Elouise Cobell and four other beneficiaries of Individual Indian Money trust accounts, alleged breach of fiduciary duties by the Secretary of the Department of the Interior and other federal officials who serve, in their official capacities, as trustee-delegates on behalf of the federal government. Specifically, plaintiffs sought reform of the Indian trust system and an accounting of money ostensibly held in the trust accounts. On December 21, 1999, District Court Judge Royce Lamberth concluded that the federal government and its officers had breached its trust responsibilities to the Indians. He retained court jurisdiction over the Indian trust accounting system for at least five years and ordered the Interior and Treasury Departments to file quarterly reports detailing their efforts to reform the system.

Fourteen (14) initial document productions ordered by the court, relating to Paragraph 19 of Cobell v. Babbitt, were completed on April 16, 2003. They encompass 163,449 records comprising 408,478 pages, collected at 59 different sites managed by the Bureau of Indian Affairs, the Bureau of Land Management, the Minerals Management Service, the Office of Hearings and Appeals, the U.S. Geological Survey, and the Office of the Special Trustee for American Indians. Fifty-two additional productions ordered by a Special Master and Court Monitor appointed by Judge Lamberth were completed on June 27, 2003. They encompass 51,332 additional pages.

These files are classed as Indian Fiduciary Trust (IFT) files.

7301.a Cobell Document Collection Paper Copies Files. These files contain paper *copies* of documents collected from bureaus and offices within the Department of the Interior in response to court orders in Cobell v. Babbitt/Cobell v. Norton). They do not include the record copy of these documents, which remains within the originating bureau or office.

Disposition Instructions: PERMANENT. Cut off at fiscal year end in which digital imaging of each separate document production has been completed. Maintain in office of record for a maximum of 2 years after cut off; and then retire to records center. Subsequent legal transfer of the records to the National Archives of the United States will be as jointly agreed to between the United States Department of Interior and the National Archives and Records Administration.

7301.b Cobell Document Collection Digital Images Files. These files contain digital images of paper documents (covered by item 7301.a) collected from bureaus and offices within the Department.

Disposition Instructions: PERMANENT. Cut off at fiscal year end in which digital imaging of each separate document production has been completed. Maintain in office of record for a maximum of 2 years after cut off; and then retire to records center. Subsequent legal transfer of the records to the National Archives of the United States will be as jointly agreed to between the United States Department of Interior and the National Archives and Records Administration.

7301.c Cobell Document Collection Administration Files. These paper and electronic files contain records relating to the collection and production of paper documents (covered by item 7301.a). They include, but are not limited to, guidance memoranda, coordination plans, adequacy of search certifications, correspondence between bureau search teams, Memoranda of Understanding with contractors engaged in document search and production efforts, and reports generated by the document indexing system.

Disposition Instructions: PERMANENT. Cut off at fiscal year end in which digital imaging of each separate document production has been completed. Maintain in office of record for a maximum of 2 years after cut off; and then retire to records center. Subsequent legal transfer of the records to the National Archives of the United States will be as jointly agreed to between the United States Department of Interior and the National Archives and Records Administration.

7399. Email Backup Status Notification Files. These files document the receipt of agency guidance instructing employees to “print and file e-mail messages that relate to the Three Functional Areas of 1) American Indian trust reform, including the High-Level Implementation Plan or any of its subprojects; 2) the Cobell v. Norton litigation; or 3) administration of Individual Indian Money (IIM) accounts.” Messages reminding employees of this guidance are received weekly in electronic format, printed out, and maintained in paper format by each Office of the Secretary employee with email access.

These files are classed as Indian Fiduciary Trust (IFT) files.

Disposition Instructions: PERMANENT. Cut off at fiscal year end in which digital imaging of each separate document production has been completed. Maintain in office of record for a maximum of 2 years after cut off; and then retire to records center. Subsequent legal transfer of the records to the National Archives of the United States will be as jointly agreed to between the United States Department of Interior and the National Archives and Records Administration.

7401. Tribal Trust Litigation Document Production Files. These files consist of Department of the Interior documents collected from bureaus and offices within the Department of the Interior in support of Indian Tribal trust litigation. Tribal productions include, but are not limited to, lawsuits relating to trust issues associated with the following Tribes: T145--Confederated Tribes (Warm Springs) – OR; T180--Shoshone-Bannock (Fort Hall) – ID; T201--Blackfeet – MT; T202--Crow – MT; T205--Chippewa Cree (Rocky Boy's) – MT; T206--Assinboine & Sioux (Fort Peck) – MT; T301--Three Affiliated Tribes (Fort Berthold) – ND; T302--Standing Rock Sioux – ND & SD; T345--Rosebud Sioux –SD; T701--Laguna Pueblo – NM; T920--Quapaw – OK; and T930--Osage. Their extent varies with the scope of the individual request and degree of Departmental involvement in the issue in question.

These files are classed as Indian Fiduciary Trust (IFT) files.

7401.a TTL Document Production Paper Copies Files. These files contain paper *copies* of documents collected from bureaus and offices within the Department of the Interior in support of Indian Tribal trust litigation. They do not include the record copy of these documents, which remains within the originating bureau or office.

Disposition Instructions: PERMANENT. Cut off at fiscal year end in which digital imaging of each separate document production has been completed. Maintain in office of record for a maximum of 2 years after cut off; and then retire to records center. Subsequent legal transfer of the records to the National Archives of the United States will be as jointly agreed to between the United States Department of Interior and the National Archives and Records Administration.

7401.b TTL Document Production Digital Images Files. These files contain digital images of paper documents (covered by item 7401.a) collected from bureaus and offices within the Department.

Disposition Instructions: PERMANENT. Cut off at fiscal year end in which digital imaging of each separate document production has been completed. Maintain in office of record for a maximum of 2 years after cut off; and then retire to records center. Subsequent legal transfer of the records to the National Archives of the United States will be as jointly agreed to between the United States Department of Interior and the National Archives and Records Administration.

7401.c TTL Document Production Administration Files. These paper and electronic files contain records relating to the collection and production of paper documents (covered by item 7401.a). They include, but are not limited to, guidance memoranda, coordination plans, adequacy of search certifications, and reports generated by the document indexing system.

Disposition Instructions: PERMANENT. Cut off at fiscal year end in which digital imaging of each separate document production has been completed. Maintain in office of record for a maximum of 2 years after cut off; and then retire to records center. Subsequent legal transfer of the records to the National Archives of the United States will be as jointly agreed to between the United States Department of Interior and the National Archives and Records Administration.

7402. Other Indian Litigation Document Production Files. These files consist of Department of the Interior documents collected from bureaus and offices within the Department of the Interior in support of other Indian litigation, such as Hurd v. Asarco. Their extent varies with the scope of the individual request and degree of Departmental involvement in the issue in question.

These files are classed as Indian Fiduciary Trust (IFT) files.

7402.a OIL Document Production Paper Copies Files. These files contain paper *copies* of documents collected from bureaus and offices within the Department of the Interior in support of other Indian litigation. They do not include the record copy of these documents, which remains within the originating bureau or office.

Disposition Instructions: PERMANENT. Cut off at fiscal year end in which digital imaging of each separate document production has been completed. Maintain in office of record for a maximum of 2 years after cut off; and then retire to records center. Subsequent legal transfer of the records to the National Archives of the United States will be as jointly agreed to between the United States Department of Interior and the National Archives and Records Administration.

7402.b OIL Document Production Digital Images Files. These files contain digital images of paper documents (covered by item 7402.a) collected from bureaus and offices within the Department.

Disposition Instructions: PERMANENT. Cut off at fiscal year end in which digital imaging of each separate document production has been completed. Maintain in office of record for a maximum of 2 years after cut off; and then retire to records center. Subsequent legal transfer of the records to the National Archives of the United States will be as jointly agreed to between the United States Department of Interior and the National Archives and Records Administration.

7402.c OIL Document Production Administration Files. These paper and electronic files contain records relating to the collection and production of paper documents (covered by item 7402.a). They include, but are not limited to, guidance memoranda, coordination plans, adequacy of search certifications, and reports generated by the document indexing system.

Disposition Instructions: PERMANENT. Cut off at fiscal year end in which digital imaging of each separate document production has been completed. Maintain in office of record for a maximum of 2 years after cut off; and then retire to records center. Subsequent legal transfer of the records to the National Archives of the United States will be as jointly agreed to between the United States Department of Interior and the National Archives and Records Administration.