

<b>REQUEST FOR RECORDS DISPOSITION AUTHORITY</b> (See Instructions on reverse)		LEAVE BLANK	
TO <b>GENERAL SERVICES ADMINISTRATION</b> <b>NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408</b>		JOB NO <i>N1-75-88-2</i>	DATE RECEIVED <i>5-31-88</i>
1 FROM (Agency or establishment) U. S. Department of the Interior		NOTIFICATION TO AGENCY	
2 MAJOR SUBDIVISION Bureau of Indian Affairs		In accordance with the provisions of 44 U.S.C. 3303a the disposal request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10. If no records are proposed for disposal, the signature of the Archivist is not required.	
3 MINOR SUBDIVISION Office of Administration - Div. Management Support		ARCHIVIST OF THE UNITED STATES	
4 NAME OF PERSON WITH WHOM TO CONFER Sarah S. Hawkins	5 TELEPHONE EXT 202-343-4829	DATE 4/26/88	<i>Archivist</i> <i>Clayton M. ...</i>
6 CERTIFICATE OF AGENCY REPRESENTATIVE			

I hereby certify that I am authorized to act for this agency in matters pertaining to the disposal of the agency's records, that the records proposed for disposal in this Request of 2 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, if required under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies, is attached

A GAO concurrence  is attached, or  is unnecessary

B DATE 4/26/88	C SIGNATURE OF AGENCY REPRESENTATIVE <i>Sarah S. Hawkins</i>	D TITLE Records Management Officer
-------------------	---	---------------------------------------

7 ITEM NO	8 DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARS USE ONLY)
1308-03	<p><u>INDIAN SELF-DETERMINATION &amp; EDUCATION ASSISTANCE ACT</u> <u>PUBLIC LAW 93-638 FILES</u></p> <p><u>Self-Determination Contract Files.</u> Case files which document contracts to Indian tribes made under Public Law 93-638. The Act grants tribes the right to plan, conduct, and administer contractual programs beneficial to Indian people. Functional areas include tribal organizations and government functions, business related functions, specific contractable trust resources programs and supplemental educational programs. Case papers include application, committee review comments and recommendations, award documents, contract, funding documents, and related papers pertaining to administration, receipt, inspection, payment and completion of the contract. Arrange by contract number, tribe and time period. Maintained by Area Office Contracting Officer.</p> <p><u>DISPOSITION: PERMANENT</u></p> <p>Cut off at close of fiscal year of contract completion. Hold 3 years or until volume warrants and retire to FRC. Offer to NARA 20 years after <del>retirement</del> <sup>cut-off</sup>. Destroy duplicate copies when no longer needed for reference.</p> <p>Volume: 1000 Ft. Annual Accumulation: 150 Ft. Arrangement: Sequentially by grant number</p>		

Request for Records Disposition Authority - Continuation		JOB NO	PAGE OF 2 2
7 ITEM NO	8 DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9 SAMPLE OR JOB NO	10 ACTION TAKEN
1308-04	<p><del>Contract Monitoring Case File. Working files maintained by offices and program/project monitors responsible for monitoring 93-638 contracts and interagency agreements. Case papers include duplicate copies of documents found in the official contract or agreement case file and additional back-up materials such as notes and working papers concerning contractor activities; evaluation of contractor proposals, submissions and reports; copies of correspondence concerning subcontractor activities; and routine communications pertaining to administering the individual contract or agreement. Arrange by contract number, tribe and time period.</del></p> <p><u>DISPOSITION: PERMANENT</u></p> <p>Cut off at close of fiscal year in which final payment is made. Hold 3 years or until volume warrants and retire to FRC. Offer to NARA 20 years after retirement. Destroy duplicate copies when no longer needed for reference.</p>		