

**REQUEST FOR AUTHORITY
 TO DISPOSE OF RECORDS**

(See Instructions on Reverse)

TO: **GENERAL SERVICES ADMINISTRATION,
 NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, D.C. 20408**

1. FROM (AGENCY OR ESTABLISHMENT)

Department of Interior

2. MAJOR SUBDIVISION

Bureau of Indian Affairs

3. MINOR SUBDIVISION

Juneau Area Office

4. NAME OF PERSON WITH WHOM TO CONFER

Warren D. Keirsted

5. TEL. EXT.

235-2517

6. CERTIFICATE OF AGENCY REPRESENTATIVE:

I hereby certify that I am authorized to act for the head of this agency in matters pertaining to the disposal of records, and that the records described in this list or schedule of _____ pages are proposed for disposal for the reason indicated: ("X" only one)

A The records have ceased to have sufficient value to warrant further retention.

B The records will cease to have sufficient value to warrant further retention on the expiration of the period of time indicated or on the occurrence of the event specified.

11/1/78
 (Date)

Warren D. Keirsted
 (Signature of Agency Representative)

Bureau Records Mgmt. Officer
 (Title)

LEAVE BLANK

JOB NO
NC 1-75-79-1

DATE RECEIVED
NOV 13, 1978

NOTIFICATION TO AGENCY

In accordance with the provisions of 44 U.S.C. 3303a the disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10

11-14-78 James E. O'Keefe
 Date (Action) Archivist of the United States

7. ITEM NO.	8. DESCRIPTION OF ITEM (WITH INCLUSIVE DATES OR RETENTION PERIODS)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
1110 - 01	<p style="text-align: center;">ALASKA NATIVE CLAIMS SETTLEMENT ACT (P.L. 92-203, as amended - ANCSA) FILES</p> <p>This job adds items to <u>NC 1-75-77-1, BIA comprehensive schedule [15]</u> <u>BIAM Supple. 3]</u></p> <p>This section describes files and records which pertain to the Bureau's functions in carrying out its administrative and legal responsibilities pursuant to this Act of Congress. Included are functional areas of enrollment, eligibility determination for land benefits, land entitlements, protection of Native rights, and determination of Bureau's administrative land requirements to be excepted from the public lands to be conveyed under the Act.</p> <p><u>ANCSA ADMINISTRATION AND MANAGEMENT (CASE) FILES.</u> Papers and other documentation concerning studies, surveys, investigations and other research projects relating to the Bureau's broad responsibility to the Alaska Natives under ANCSA. This series will be used only for those functional areas not described in categories 02 through 05. <u>2 cu ft/yr. Arranged alphabetically by project, thereafter by year.</u></p> <p>PERMANENT. Cut off at close of the fiscal year in which project is completed. Hold until volume warrants and retire to FARC. <u>Offer to NARS</u> <u>RTB 10/25/79</u> Destroy 30 years after cutoff.</p>		

Copy to
 NNB
 NNB
 10 NC, NNF, BIA (Keirsted + Ciraulo), NNB - 11/28/79: JZ
 10 NC
 11/27

REQUEST FOR AUTHORITY TO DISPOSE OF RECORDS—Continuation Sheet

7. ITEM NO.	8. DESCRIPTION OF ITEM (WITH INCLUSIVE DATES OR RETENTION PERIODS)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
1110-02	<p>ENROLLMENT. Files contain all papers, documents and data pertaining to the Bureau's function in completing the Alaska Native Enrollment. These records include investigation, family data and case studies which are used to establish eligibility for benefits under this Act of Congress. Maintained by Area Office. <i>Arranged alphabetically by surname.</i> <i>(On hand since 1971, ca. 600 cu.-ft. .60 cu ft./yr. increase until 1984, when no more records will be accumulated.</i></p> <p><u>PERMANENT.</u> Cut off at close of fiscal year in which eligibility decision is made. Hold ^{for 3 years or} until volume warrants and retire to FARC Offer to NARS 20 years after retirement. <i>cutoff.</i> RTB 10/25/79</p>		
1110-03	<p><u>ELIGIBILITY DETERMINATION FOR LAND BENEFITS (CASE) FILES</u> All records created in carrying out the Bureau's function of determining eligibility of ANCSA Villages, Native Groups, Primary Places of Residence, and Cemetery Sites and Historical Places for land conveyance pursuant to this Act of Congress. Includes raw data, field investigation reports, findings of fact, certification and copies of any subsequent appeals. Arranged alphabetically or by number by category. Maintained at Area Office. <i>a) alphabetically by name of village; b) by number identifying place of residency; + c) by number representing</i></p> <p><u>PERMANENT.</u> Cut off at close of fiscal year in which eligibility decision is made. Hold ^{for 3 years or} until volume warrants and retire to FARC. Offer to NARS 20 years after retirement. <i>cutoff.</i> RTB 10/25/79</p>		<p><i>Native group + prime representing cemetery sites + historic places. (3 files)</i></p> <p><i>On hand, 200 cu. ft. Since 1971. 20 cu. ft./year increase, until approx. 1990, when accumulation will stop.</i></p>

REQUEST FOR AUTHORITY TO DISPOSE OF RECORDS—Continuation Sheet

7. ITEM NO.	8. DESCRIPTION OF ITEM (WITH INCLUSIVE DATES OR RETENTION PERIODS)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
1110-04	<p><u>LAND ENTITLEMENT FILES.</u> Papers and documentation concerning the Bureau's land entitlement decisions based on enrollment and residency to be used for allocation of lands for selection pursuant to ANCSA. Includes copies of all land entitlement appeal cases resulting from decisions and data submitted on appeals. Arranged by appeal number or name. Maintained by Area Office.</p> <p><u>PERMANENT.</u> Cut off at close of fiscal year in which eligibility decision is made. Hold ^{for 3 years or} until volume warrants and retire to FARC Offer to NARS 20 years after retirement. cutoff.</p>	1 cu. Ft. on hand 1 cu. Ft./year increase when accumulation will stop.	From 1971 to 1979, up to 1990, will stop.
1110-05	<p><u>BUREAU'S ADMINISTRATIVE LAND REQUIREMENTS (SECTION 3(e) (1) OF ANCSA) (CASE) FILES.</u> All records created in establishing the history of Bureau functions that require land for administration of the Federal installations. These records are used to obtain the exception from public land conveyance pursuant to this Act of Congress. Included are public land orders, executive orders, survey plats, maps, plot plans, school narrative history records, projected programs, related correspondence, request for exceptions, and final acquisition documents. Maintained by Area Office.</p> <p>Arranged alphabetically by name of village.</p> <p>PERMANENT. Cut off at close of fiscal year in which eligibility decision is made. Hold ^{for 3 years or} until volume warrants and retire to FARC. Offer to NARS 20 years after retirement. cutoff.</p>	1 to 2 cu. ft. on hand, 1971 to present. 1-2 cu. ft./yr. increase, maximum 20 cu. ft. by 1990 when accumulation will stop.	RTB 10/25/79 (approved per telecon with Marlene Ciraulo, records mgt, Juneau Area Office, 10/26/79)