

REQUEST FOR RECORDS DISPOSITION AUTHORITY		NI-473-06-1	
To NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) WASHINGTON, DC 20408		DATE RECEIVED 10/05/05	
1 FROM (Agency or establishment) Department of the Interior		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 <input type="checkbox"/> disposition not approved <input type="checkbox"/> or <input type="checkbox"/> withdrawn <input type="checkbox"/> in column 10	
2 MAJOR SUBDIVISION Minerals Management Service			
3 MINOR SUBDIVISION Minerals Revenue Management			
4 NAME OF PERSON WITH WHOM TO CONFER Nola A. Freeman	5 TELEPHONE (303) 231-3078	DATE Withdrawn	ARCHIVIST OF THE UNITED STATES Withdrawn
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, <input type="checkbox"/> is not required, <input type="checkbox"/> is attached, or <input type="checkbox"/> has been requested			
DATE 9.29.05	SIGNATURE OF AGENCY REPRESENTATIVE <i>Paul D. McConkey</i>	TITLE MMS Records Manager	
7 Item No	8 DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARA USE ONLY)

PLEASE SEE ATTACHED

Withdrawn
12/26/2007

SUMMARY OF CHANGES

1 These items will be deleted from Chapter 18 of the MMS Records Management Handbook

- 1801-07, Windfall Profit Tax Return Files
- 1802-02, Compliance Audit Appeal Files
- 1803-05, Transportation System Files

2 These records have been made permanent because they have Indian information and the disposition instructions are media independent

- 1801-02, Automated Systems Input Verification Printouts
- 1801-03, Automated Systems Output Summaries
- 1801-04, Royalty Management Information Collection Forms
- 1801-08, Fund Deposit Files
- 1801-10, Distribution and Disbursement Files
- 1801-11, Collection Files

3 These records have been made permanent because they have Indian information and wording in the series description was modified:

- 1801-09, Company Case Files
- 1803-02, Processing Allowance Files
- 1803-03, Transportation Allowance Files

4 These records have been made permanent because they have Indian information, the wording in the series description was modified, and the series title was changed

- 1803-01, Valuation Determination and Guidance Files

5. These records have been made permanent because they have Indian information, the disposition instructions are media independent, and wording changes were made to the series description:

- 1803-04, Sales Agreements and Contracts

6 These records have been made permanent because they have Indian information and the eight subdivisions were eliminated

- 1802-01, Royalty Compliance Audit Files

7 These are proposed additions to the MMS Records Management Handbook

- 1 Advance Royalty Unit Value Determinations
- 2 Royalty Compliance Review Files
- 3 Trust Asset Review Files
- 4 Indian Outreach Files
- 5 STRAC Support Files (audits will still be filed under 1802-01)
- 6 Royalty Rate Reduction Program Files

W. Johnson

- 7 Logical Mining Unit Files
- 8 Lease Account Status
9. Permit Management Files
- 10 Intergovernmental Personnel Agreements (IPA)
- 11 Indian Mineral Development Act (IMDA) or Nonstandard Lease Review Files
- 12 Data Requests
- 13 Reporter Contact/Assistance
- 14 Special Studies and Analysis Files
15. Mission Training Records

8. The retention period for all Federal records has been increased from 7 to 10 years