

Request for Records Disposition Authority

Records Schedule Number DAA-0600-2020-0001

Schedule Status Approved

Agency or Establishment National Indian Gaming Commission

Record Group / Scheduling Group Records of the National Indian Gaming Commission

Records Schedule applies to Agency-wide

Schedule Subject Information held in the Tribal Information Management System (TIMS) database

Internal agency concurrences will be provided No

Background Information Based on the findings of a recent FBI audit, the NIGC needs to substantially shorten its retention period for the Criminal History Records Information (CHRI) that it receives from the FBI. The NIGC archives and manages its CHRI data under schedule DAA-600-2017-0011 Item 2. Item 2 currently has a retention period of 5 years.

In order to make this modification, the NIGC is separating the CHRI data out from Item 2 and putting it under a new item that will have a retention period of 1 year. NIGC is also re-writing the description for Item 2 to ensure that it is clearly distinguishable from the CHRI data contained in the new item.

Item Count

Number of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items
2	0	2	0

GAO Approval

0002

Outline of Records Schedule Items for DAA-0600-2020-0001

Sequence Number	
1	Tribal Gaming Individual Records System Information Disposition Authority Number: DAA-0600-2020-0001-0001
2	Criminal History Record Information (CHRI) Disposition Authority Number: DAA-0600-2020-0001-0002

Records Schedule Items

Sequence Number	
1	<p>Tribal Gaming Individual Records System Information</p> <p>Disposition Authority Number DAA-0600-2020-0001-0001</p> <p>Tribal gaming job applicant information that is submitted to initiate a national criminal history record check; reported information relating to tribal gaming hiring decisions pursuant to 25 C.F.R. 556.6; and, reported information relating to tribal gaming licensing decisions pursuant to 25 C.F.R. 558.3-4.</p> <p>Final Disposition Temporary</p> <p>Item Status Active</p> <p>Is this item media neutral? Yes</p> <p>Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing? Yes</p> <p>Do any of the records covered by this item exist as structured electronic data? Yes</p> <p>GRS or Superseded Authority Citation DAA-600-2017-0011-0002</p> <p>Disposition Instruction</p> <p>Cutoff Instruction Cut off at the end of the calendar year.</p> <p>Retention Period Destroy 5 year(s) after cut off</p> <p>Additional Information</p> <p>GAO Approval Not Required</p>
2	<p>Criminal History Record Information (CHRI)</p> <p>Disposition Authority Number DAA-0600-2020-0001-0002</p> <p>Criminal History Record Information (CHRI), as defined at Title 28, CFR, Section 20.3, that is reported to the NIGC as a result of an FBI fingerprint check. To include any notations or other written or electronic evidence of an arrest, detention, complain, indictment, information, or other formal criminal charge relating to an identifiable person that includes identifying information regarding the individual as well as the disposition of any charges.</p> <p>Final Disposition Temporary</p> <p>Item Status Active</p>

Is this item media neutral?	Yes
Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing?	Yes
Do any of the records covered by this item exist as structured electronic data?	Yes
Disposition Instruction	
Cutoff Instruction	cut off 1 day after received.
Retention Period	Destroy 1 year(s) after cut off
Additional Information	
GAO Approval	Required and Received

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 in this schedule are not now needed for the business of the agency or will not be needed after the retention periods specified.

Signatory Information

Date	Action	By	Title	Organization
07/24/2020	Certify	Tim Osumi	Agency Records Officer	NIGC - NIGC
12/07/2020	Submit for Concurrence	Valerie Terray	Archives Specialist	National Archives and Records Administration - Records Management Services
12/14/2020	Concur	Laurence Brewer	Chief Records Officer	National Records and Archives Administration - National Records and Archives Administration
12/14/2020	Concur	Laurence Brewer	Chief Records Officer	National Records and Archives Administration - National Records and Archives Administration
12/14/2020	Approve	David Ferriero	Archivist of the United States	Office of the Archivist - Office of the Archivist