

Dated: August 6, 1997.

Leslie M. Nolan,

*Advisory Committee Management Officer,
National Aeronautics and Space
Administration.*

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NATIONAL ARCHIVES AND RECORDS ADMINISTRATION

Records Schedules; Availability and Request for Comments

AGENCY: National Archives and Records Administration, Office of Records Services.

ACTION: Notice of availability of proposed records schedules; request for comments.

SUMMARY: The National Archives and Records Administration (NARA) publishes notice at least once monthly of certain Federal agency requests for records disposition authority (records schedules). Records schedules identify records of sufficient value to warrant preservation in the National Archives of the United States. Schedules also authorize agencies after a specified period to dispose of records lacking administrative, legal, research, or other value. Notice is published for records schedules that propose the destruction of records not previously authorized for disposal, or reduce the retention period for records already authorized for disposal. NARA invites public comments on such schedules, as required by 44 U.S.C. 3303a(a).

DATES: Requests for copies must be received in writing on or before September 29, 1997. Once the appraisal of the records is completed, NARA will send a copy of the schedule. The requester will be given 30 days to submit comments.

ADDRESSES: Address requests for single copies of schedules identified in this notice to the Civilian Appraisal Staff (NWRC), National Archives and Records Administration, 8601 Adelphi Road, College Park, MD 20740-6001. Requesters must cite the control number assigned to each schedule when requesting a copy. The control number appears in the parentheses immediately after the name of the requesting agency.

FOR FURTHER INFORMATION CONTACT: Michael L. Miller, Director, Records Management Programs, National Archives and Records Administration, 8601 Adelphi Road, College Park, MD 20740-6001, telephone (301)713-7110.

SUPPLEMENTARY INFORMATION: Each year U.S. Government agencies create

billions of records on paper, film, magnetic tape, and other media. In order to control this accumulation, agency records managers prepare records schedules specifying when the agency no longer needs the records and what happens to the records after this period. Some schedules are comprehensive and cover all the records of an agency or one of its major subdivisions. These comprehensive schedules provide for the eventual transfer to the National Archives of historically valuable records and authorize the disposal of all other records. Most schedules, however, cover records of only one office or program or a few series of records, and many are updates of previously approved schedules. Such schedules also may include records that are designated for permanent retention.

Destruction of records requires the approval of the Archivist of the United States. This approval is granted after a thorough study of the records that takes into account their administrative use by the agency of origin, the rights of the Government and of private persons directly affected by the Government's activities, and historical or other value.

This public notice identifies the Federal agencies and their subdivisions requesting disposition authority, includes the control number assigned to each schedule, and briefly describes the records proposed for disposal. The records schedule contains additional information about the records and their disposition. Further information about the disposition process will be furnished to each requester.

Schedules Pending

1. Department of the Air Force (N1-AFU-97-17). Communicable and other reportable disease reports maintained in electronic form.

2. Department of the Army (N1-AU-97-5). Duplicative casualty case files. Files maintained by office having Army-wide responsibility scheduled as permanent.

3. Department of Commerce, National Oceanic and Atmospheric Administration (N1-370-96-9). Real property report files.

4. Department of Health and Human Services, Health Care Financing Agency (N1-440-95-1). Records relating to development of regulations and Medicare administration.

5. Department of Housing and Urban Development (N1-207-97-5). Secretary—s cancelled trip and declination files.

6. Department of Justice, Immigration and Naturalization Service (N1-85-97-4). Form I-850 and Designated Entity Information Management System.

7. Department of the Justice, United States Marshals Service (N1-527-97-10). Records of the USMS Training Academy.

8. Department of Justice, United States Marshals Service (N1-527-97-11). Civil litigation case files and legal opinion review files.

9. National Archives and Records Administration (N1-GRS-97-2). Federal employee transportation subsidy records.

10. Panama Canal Commission (N1-185-97-17). Maintenance and public utility records.

11. Tennessee Valley Authority (N1-142-97-21). Methylphosphonic dichloride purification contract records.

Dated: August 5, 1997.

Michael J. Kurtz,

*Assistant Archivist for Record Services,
Washington, DC.*

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NATIONAL FOUNDATION ON THE ARTS AND HUMANITIES

Institute of Museum and Library Services, Office of Museum Services; Submission for OMB Review; Comment Request

August 8, 1997.

AGENCY: Institute of Museum and Library Services, NFAH.

SUMMARY: The Institute of Museum and Library Services has submitted the following public information collection request (ICR) to the Office of Management and Budget (OMB) for review and approval in accordance with the Paperwork Reduction Act of 1995 (Pub. L. 104-13, 44 U.S.C. Chapter 35). Copies of these individual ICRs, with applicable supporting documentation, may be obtained by contacting the Institute of Museum and Library Services Public Information Officer, Tania Said at (202) 606-4646 or tsaid@ims.fed.us. Individuals who use a telecommunications device for the deaf (TTY/TTD) may call (202) 606-8636 between 8:30 a.m. and 6:00 p.m. Eastern time, Monday through Friday.

Comments should be sent to Office of Information and Regulatory Affairs, Attn: OMB Desk Officer for Institute of Museum and Library Services, Office of Management and Budget, Room 10235, Washington, DC 20503 (202) 395-7316, within (30 days from the date of this publication in the **Federal Register**).

The OMB is particularly interested in which:

- Evaluate whether the proposed collection of information is necessary