

March 12, 1998. The meeting will reconvene at 8:00 a.m. until 12:00 p.m. and from 2:00 p.m. until 3:30 p.m. Friday, March 13, 1998. The meeting will be open to the public up to the seating capacity of the room. The agenda for the meeting is as follows:

- ISS Status
- Assembly sequence
- Software Development update
- Overview of Training changes from Shuttle to Station
- Operations Planning for Station
- Crew Time Utilization
- Lessons Learned from Mir and other programs
- ICM (Interim Control Module)
- Response to Recommendations

It is imperative that the meeting be held on this date to accommodate the scheduling priorities of the key participants. Visitors will be requested to sign a visitor's register.

Dated: February 24, 1998.

**Matthew M. Crouch,**

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

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BILLING CODE 7510-01-M

## 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 April 16, 1998. 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 Life Cycle Management Division (NWML), 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, Modern Records 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 Agriculture, Agricultural Research Service (N1-310-*

*97-1).* Records related to human nutrition research.

2. *Department of Defense Inspector General (N1-509-97-1).* Work papers and background materials accumulated in the course of preparing Congressional testimony, investigating administrative matters and conducting internal investigation.

3. *Department of Energy, Albuquerque Operations Office (N1-434-98-1).* Routine administrative and housekeeping files relating to the management of The Uranium Mill Tailings Remedial Action (UMTRA) Project. Internal and external audit, mission critical correspondence, minutes of meetings, and certain other primary program records will be retained as permanent records, Medical, training, and other personnel type records that document individual exposure to radiation will be retained for 75 years prior to destruction.

4. *Department of the Navy (N1-NU-98-3).* Index to intercepted electronic communications collected in the conduct of investigations. Actual intercepts are files and maintained in the appropriate criminal or counter intelligence investigative case file.

5. *Department of State, All Foreign Service Posts (N1-84-97-6).* Reduction in retention periods and addition of new items relating to the issuance of visas.

Dated: February 10, 1998.

**Michael J. Kurtz,**

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

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## NATIONAL LABOR RELATIONS BOARD

### National Labor Relations Board Advisory Committee on Agency Procedure

**AGENCY:** National Labor Relations Board.

**ACTION:** Notice of meetings.

**SUMMARY:** In accordance with the provisions of the Federal Advisory Committee Act (FACA), 5 U.S.C. app. 2 (1972), and 29 CFR Sec. 102.136 (1993), the National Labor Relations Board has established a National Labor Relations Board Advisory Committee on Agency Procedure, the purpose of which is to provide input and advice to the Board and General Counsel on changes in Agency procedures that will expedite case processing and improve Agency service to the public. Notices of the establishment and renewal of the Advisory Committee were published in