

Dated: March 1, 2000.

**Matthew M. Crouch,**  
*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 (NARA).

**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). Once approved by NARA, records schedules provide mandatory instructions on what happens to records when no longer needed for current Government business. They authorize the preservation of records of continuing value in the National Archives of the United States and the destruction, after a specified period, of records lacking administrative, legal, research, or other value. Notice is published for records schedules in which agencies propose to destroy records not previously authorized for disposal or reduce the retention period of records already authorized for disposal. NARA invites public comments on such records schedules, as required by 44 U.S.C. 3303a(a).

**DATES:** Requests for copies must be received in writing on or before April 20, 2000. Once the appraisal of the records is completed, NARA will send a copy of the schedule. NARA staff usually prepare appraisal memorandums that contain additional information concerning the records covered by a proposed schedule. These, too, may be requested and will be provided once the appraisal is completed. Requesters will be given 30 days to submit comments.

**ADDRESSES:** To request a copy of any records schedule identified in this notice, write to the Life Cycle Management Division (NWML), National Archives and Records Administration (NARA), 8601 Adelphi Road, College Park, MD 20740-6001. Requests also may be transmitted by FAX to 301-713-6852 or by e-mail to records.mgt@arch2.nara.gov. Requesters must cite the control number, which

appears in parentheses after the name of the agency which submitted the schedule, and must provide a mailing address. Those who desire appraisal reports should so indicate in their request.

#### FOR FURTHER INFORMATION CONTACT:

Marie Allen, Director, Life Cycle Management Division (NWML), National Archives and Records Administration, 8601 Adelphi Road, College Park, MD 20740-6001. Telephone: (301)713-7110. E-mail: records.mgt@arch2.nara.gov.

**SUPPLEMENTARY INFORMATION:** Each year Federal agencies create billions of records on paper, film, magnetic tape, and other media. To control this accumulation, agency records managers prepare schedules proposing retention periods for records and submit these schedules for NARA's approval, using the Standard Form (SF) 115, Request for Records Disposition Authority. These schedules provide for the timely transfer into the National Archives of historically valuable records and authorize the disposal of all other records after the agency no longer needs them to conduct its business. Some schedules are comprehensive and cover all the records of an agency or one of its major subdivisions. Most schedules, however, cover records of only one office or program or a few series of records. Many of these update previously approved schedules, and some include records proposed as permanent.

No Federal records are authorized for destruction without the approval of the Archivist of the United States. This approval is granted only after a thorough consideration of 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 whether or not they have historical or other value.

Besides identifying the Federal agencies and any subdivisions requesting disposition authority, this public notice lists the organizational unit(s) accumulating the records or indicates agency-wide applicability in the case of schedules that cover records that may be accumulated throughout an agency. This notice provides the control number assigned to each schedule, the total number of schedule items, and the number of temporary items (the records proposed for destruction). It also includes a brief description of the temporary records. The records schedule itself contains a full description of the records at the file unit level as well as their disposition. If

NARA staff has prepared an appraisal memorandum for the schedule, it too, includes information about the records. Further information about the disposition process is available on request.

#### Schedules Pending

1. Department of Justice, United States Attorneys Offices (N1-118-99-1, 12 items, 12 temporary items). Automated case management and collections systems records. Systems are used to track and maintain information on pending workloads and generate reports and correspondence. Included are such records as input documents, master files, outputs, systems documentation, and electronic copies of documents created using electronic mail and word processing. Annual compilations of case data accumulated by the Executive Office for United States Attorneys are proposed for permanent retention in Disposition Job N1-60-99-1 (see below).

2. Department of Justice, Executive Office for United States Attorneys (N1-60-99-1, 17 items, 14 temporary items). Automated case management and collections systems records. Systems are used for statistical analysis and to generate reports and correspondence. Included are such records as input data forwarded from United States Attorneys Offices, master files, monthly and quarterly reports, systems documentation, and electronic copies of records created using electronic mail and word processing. Proposed for permanent retention are such records as a subset, in electronic form, of annual national aggregate case data, with related systems documentation, and annual statistical reports.

3. Department of Commerce, Bureau of the Census (N1-29-00-2, 62 items, 44 temporary items). Comprehensive schedule pertaining to all textual and electronic records of the 2000 Decennial Census, except the paper questionnaire forms and Individual Census Record File which are proposed for disposition in Disposition Job No. N1-29-00-1. The schedule covers six major processes of the decennial census: Address list development, data collection, data capture, data processing, accuracy and coverage evaluations, and final Decennial Census data products. Also included are related program and administrative records such as publications and reports, Census pre-test and Dress Rehearsal questionnaires and related records, and contracts and related records. Records proposed for disposal include address lists and map update records, block canvassing, special place and group quarters

inventories, local updates to census address lists, new construction lists, updates or revisions to census maps in electronic format, update/leave questionnaires, urban update/leave questionnaires, list enumeration and address registers, updates and revisions to the Master Address File, questionnaires, maps, and address registers created for special enumerations, respondent data collected by telephone assistance and through the Internet response program, operations and control records, electronic images of scanned paper questionnaires and forms, unprocessed electronic source files of information captured from the electronic images, the Decennial Response File, the Census Unedited File, the Census Unedited File Sample, the Census Edited File, the Census Edited File Sample, the Accuracy and Coverage Evaluation (ACE) address lists, ACE telephone interview records, personal interview records and maps, dual system estimates, ACE support and management records, Census 2000 contracts and related records, census pretest and Dress Rehearsal records, and records created using electronic mail and word processing applications. Records proposed for permanent retention include the final Census 2000 electronic map files, the final electronic Decennial Master Address File and documentation, the Census 2000 Detail File, the Hundred Percent Estimated Detail File, the Sample Estimated Detail File, the State Populations Totals File, the Redistricting Data File, the Block-Level Data File, the statistically corrected and uncorrected Hundred Percent Data Summary Files, the Sample Data Summary File, the Public Use Microdata Sample Files, the statistically corrected and uncorrected Congressional District Data Summary Files, all other final data products created for island areas or other special demographic or geographic enumerations, Decennial Census publications and reports, and Dress Rehearsal publications and reports.

Dated: March 2, 2000.

**Geraldine Phillips,**

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

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## NATIONAL SCIENCE FOUNDATION

### Notice of Intent To Seek Approval To Extend an Information Collection

**AGENCY:** National Science Foundation.

**ACTION:** Submission for OMB review; comment request.

**SUMMARY:** The National Science Foundation (NSF) has submitted the following information collection requirement to OMB for review and clearance under the Paperwork Reduction Act of 1995, Pub. L. 104-13. This is the second notice for public comment; the first was published in the **Federal Register** at 65 FR 1182 (January 7, 2000), and no comments were received. NSF is forwarding the proposed renewal submission to the Office of Management and Budget (OMB) for clearance simultaneously with the publication of this second notice.

**COMMENTS:** Comments regarding (a) whether the collection of information is necessary for the proper performance of the functions of the agency, including whether the information will have practical utility; (b) the accuracy of the agency's estimate of burden including the validity of the methodology and assumptions used; (c) ways to enhance the quality, utility and clarity of the information to be collected; or (d) ways to minimize the burden of the collection of information on those who are to respond, including through the use of appropriate automated, electronic, mechanical, or other technological collection techniques for other forms of information technology should be addressed to: Office of Information and Regulatory Affairs of OMB, Attention: Desk Officer for National Science Foundation, 725-17th Street, NW, Room 10235, Washington, DC 20503, and to Suzanne H. Plimpton, Reports Clearance Officer, National Science Foundation, 4201 Wilson Boulevard, Suite 295, Arlington, Virginia 22230 or send e-mail to splimpto@nsf.gov.

**DATES:** Comments regarding these information collections are best assured of having their full effect if received on or before April 5, 2000. Copies of the submission(s) may be obtained at 703-306-1125 X 2017.

**FOR FURTHER INFORMATION CONTACT:**

Suzanne H. Plimpton, NSF Reports Clearance Officer at (703) 306-1125 X 2017 or send email to splimpto@nsf.gov. Individuals who use a telecommunications device for the deaf (TDD) may call the Federal Information Relay Service (FIRS) at 1-800-877-8339 between 8 a.m. and 8 p.m., Eastern time, Monday through Friday.

NSF may not conduct or sponsor a collection of information unless the collection of information displays a currently valid OMB control number and the agency informs potential

persons who are to respond to the collection of information that such persons are not required to respond to the collection of information unless it displays a currently valid OMB control number.

**SUPPLEMENTARY INFORMATION:**

*Title of Collection:* Survey of Earned Doctorates.

*OMB Approval Number:* 3145-0019.

*Proposed Project:* The Survey of Earned Doctorates has been conducted continuously since 1958 and is jointly sponsored by five Federal agencies in order to avoid duplication. It is an accurate, timely source of information on our Nation's most precious resource—highly educated individuals. Data is obtained from each person earning a research doctorate on their field of speciality, educational background, sources of support in graduate school, postgraduation plans for employment, and demographic characteristics. The information is used extensively by the Federal government, universities, and others. The National Science Foundation, as the lead agency, publishes statistics from the survey in many reports, but primarily in the manual publication series "Science and Engineering Doctorates" (available in print and electronically on the World Wide Web). The National Opinion Research Corporation, U. of Chicago, also disseminates a free report entitled "Doctorate Recipients from U.S. Universities: Summary Report 1998."

A total response rate of 92% of the total 42,683 persons who earned a research doctorate was obtained in fiscal year 1998.

**Estimate of Burden**

The Foundation estimates that, on average, 20 minutes per respondent will be required to complete the survey, for a total of 14,228 hours for all respondents.

*Respondents:* Individuals.

*Estimated Number of Responses:* 42,683 (FY 1998 number)

*Estimated Total Annual Burden on Respondents:* 14,228 hours total (FY 1998 number).

March 1, 2000.

**Suzanne H. Plimpton,**

*NSF Reports Clearance Officer.*

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