

REQUEST FOR RECORDS DISPOSITION AUTHORITY		JOB NUMBER N1-029-00-4	
To: NATIONAL ARCHIVES & RECORDS ADMINISTRATION 8601 ADELPHI ROAD COLLEGE PARK, MD 20740-6001		Date received 5-24-00	
1. FROM (Agency or establishment) U. S. Census Bureau		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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.	
2. MAJOR SUBDIVISION Decennial Management Division			
3. MINOR SUBDIVISION Decennial Communications			
4. NAME OF PERSON WITH WHOM TO CONFER M. Catherine Miller	5. TELEPHONE NUMBER (301) 457-3961	DATE 6-7-00	ARCHIVIST OF THE UNITED STATES <i>John W. Paul</i>
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 <u>1</u> page(s) are not needed now for the business for 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 checked="" type="checkbox"/> is not required <input type="checkbox"/> is attached; or <input type="checkbox"/> has been requested.			
DATE <i>May 24, 2000</i>	SIGNATURE OF AGENCY REPRESENTATIVE <i>M. Catherine Miller</i>	TITLE <i>Asst Division Chief Decennial Communications</i>	
7. ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN ONLY
	SEE ATTACHED PAGE FOR SCHEDULE		

Agency, Home

Department of Commerce, Bureau of the Census,
Decennial Management Division

Completed questionnaire/forms are sent to the Data Capture Centers (DCCs) either by the respondent or a Local Census Office. The DCCs are located in the following four cities: 1) Baltimore, MD, 2) Pomona, CA, 3) Phoenix, AZ, and 4) Jeffersonville, IN (a permanent Census Bureau facility).

Item 1. Digital images of respondent questionnaires and forms that are scanned through DCS 2000.

Data Capture System

Disposition: PERMANENT. Transfer the image files and appropriate documentation to the National Archives when ten years old.

NOTE: Access to these records is restricted under U.S. Code Title 13 ("census confidential" records).

**RECOMMENDATION TO THE ARCHIVIST ON RECORDS
DISPOSITION REQUEST**

Job No: N1-29-00-4

Item Count: 1

SUMMARY

The U.S. Census Bureau, a unit of the Department of Commerce, requests disposition authorization for one series of records of the 2000 Decennial Census, digital images of respondent questionnaires and forms that are scanned through the Data Capture System 2000 (DCS 2000). This schedule proposes a permanent disposition for the scanned image files of Census 2000. The disposition for these records was changed from temporary to permanent in response to the overwhelming public comments received by NARA during the Federal Register comment process for Job No. N1-29-002, and from NARA's special solicitation to over 20 outside professional groups and organizations that represent significant users of records in NARA custody.

A digest of all public comments received pertaining to the scanned image files and other comments received by NARA is included with this job. The appraisal and complete file of all of the Congressional and other public comments which pertain to the scanned image files are included with Job No. N1-29-00-2, as they were received as part of NARA's Federal Register process for records listed on that job. At the request of the Census Bureau, this item was withdrawn from Job No. N1-29-00-2 and listed on this SF 115. The Census Bureau has agreed to transfer the scanned images and the appropriate documentation to NARA when the records are 10 years old.

In light of the public comments received pertaining to the scanned images of Census 2000 respondent questionnaires and forms, I concur with the permanent retention of the scanned image files. All NARA reviewing units concurred with this change in final disposition. As this schedule lists only permanently valuable records, publication of a Federal Register notice is not required. I recommend approval.

RECOMMENDATION

- 1. **APPROVED FOR DISPOSAL.** The records described under all items of the schedule, except those that may be listed in blocks 2, 3, and 4 of this section, are disposable because they do not, or will not after the lapse of the period specified, have sufficient administrative, legal, research or other value to warrant their continued preservation by the Government.
- 2. **APPROVED FOR PERMANENT RETENTION.** The records described under the following item or items have been appraised by the National Archives and Records Administration (NARA) and are determined to have sufficient historical or other value to warrant their continued preservation by the United States Government. The agency will transfer these records to the National Archives as specified. **Item 1**
- 3. **DISPOSITION NOT APPROVED.** The records described under the following item or items are not approved for disposition.
- 4. **WITHDRAWN.** The records described under the following item or items have been withdrawn at the request of the agency and/or NARA.

FEDERAL REGISTER NOTICE

Not required.

Required — Publication Date:
Copies Requested:
Comments Received:

SIGNATURES	TITLE	SIGNATURE	DATE
Appraisal	Lead Appraiser	Jung Baume	5/24/00
CONCURRENCES	NWML	Marie B. Allen	5/24/00
	NWM	Michael H. Hines	5/25/00
	NW	Michael Hines	5-25-2000