

Request for Records Disposition Authority

(See Instructions on reverse)

Leave Blank (NARA Use Only)

Job Number

NI-220-09-2

Date Received

9/15/09

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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10

Date

8 July

Archivist of the United States

[Signature]

To National Archives and Records Administration (NIR)
Washington, DC 20408

1 From (Agency or establishment)
National Indian Gaming Commission (NIGC)

2 Major Subdivision
Office of General Counsel

3 Minor Subdivision

4 Name of Person with whom to confer
AnDrea Choate'

5 Telephone (include area code)
2-632-7003

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 _____ page(s) are not now needed for the business of 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

is not required is attached has been requested

Signature of Agency Representative

[Signature]

Title

DIRECTOR OF ADMINISTRATION

Date (mm/dd/yyyy)

9/11/09

7 Item Number	8 Description of Item and Proposed Disposition	9 GRS or Superseded Job Citation	10 Action taken (NARA Use Only)
	<p>Office of General Counsel</p> <p>SEE ATTACHED</p>		

Item A: National Indian Gaming Commission (NIGC): Indian Gaming Operations and Lands Database-Office of General Counsel (OGC)

The Indian Gaming Regulatory Act (IGRA) allows tribes to establish gaming operations on lands that are determined to be “Indian lands”. Furthermore, Section 2719 of IGRA prohibits – with certain exceptions - gaming on lands that were taken into trust after the passage of IGRA (October 17, 1988). The OGC reviews new facility lands and regularly updates existing facility land information to ensure that all facility lands comply with IGRA. The Indian Lands Database was established to be a centralized location to record and archive basic facility land information.

1. Inputs

Electronic standardized forms that contain information gathered in the field including facility and associated land analysis data as well as a summary of conclusions from legal specialists.

Disposition: **TEMPORARY**. Delete when data have been entered into the database and verified, or when no longer needed to serve as a backup to the database, whichever is later. (GRS 20/2b)

2. Master File

The Indian Gaming Operations and Lands Database is linked as part of the OGC Tracking System, and records conclusions of all Indian lands analysis, tribal operations, current status of gaming operations, location of the land being reviewed, status of land qualification, previously published opinions, and considered exceptions under the Indian Gaming Regulatory Act (IGRA).

Disposition: **TEMPORARY**. Cut off files at end of the month in which the opinion was issued. Destroy 3 years after cutoff or when no longer needed for reference, whichever is later.

3. Outputs

Reports pertaining to facility and associated Indian lands analysis. The data is exported to excel/pdf worksheet as needed.

Disposition: **TEMPORARY**. Delete when the agency determines that they are no longer needed for administrative, legal, audit or other operational purposes. (GRS 20/5)

4. System Documentation

Disposition: **TEMPORARY**. Destroy or delete upon authorized deletion of the related electronic records or upon the destruction of the output of the system if the output is needed to protect legal rights, whichever is later. (GRS 20/11a1)

Item B: National Indian Gaming Commission (NIGC): Office of General Counsel (OGC) Tracking System with Lands Information

The OGC Tracking System with Lands Information is a tracking system for all cases assigned to OGC. It allows OGC to open, assign, update and close cases. OGC enters pertinent information concerning cases such as Tribe name, location and region. Links can be created to access shared drive folders containing communications associated with cases.

1. Inputs

Information related to cases such as Tribe name, location and region.

Disposition: **TEMPORARY**. Delete when data has been entered into the system verified and is no longer required to serve as a backup to the master file, whichever is later. (GRS 20/2b)

2. Master File

The OGC Tracking System contains ongoing and closed cases pertaining to Indian Lands and links to shared drive folders containing gaming facility information.

Disposition: **TEMPORARY**. Cut off files upon final decision or final step in appeal process. Destroy 10 years after cutoff of when no longer needed for reference, whichever is later.

3. Outputs

The system is used to perform searches for ongoing or past cases; data is exported to excel/pdf worksheet.

Disposition: **TEMPORARY**. Delete when no longer needed for administrative, legal, audit or other operational purposes. (GRS 20/5)

4. System Documentation

Disposition: **TEMPORARY**. Destroy or delete upon authorized deletion of the related electronic records or upon the destruction of the output of the system if the output is needed to protect legal rights, whichever is later. (GRS 20/11a1)