National Archives at College Park
8601 Adelphi Road College Park, Maryland 20740-6001

June 27, 2002

NWM 15.2002

MEMORANDUM TO AGENCY RECORDS OFFICERS, CHIEF INFORMATION OFFICERS, AND INFORMATION RESOURCES MANAGERS: Request for comment on Proposed Rule on Transfer of electronic records.

The National Archives and Records Administration has published a proposed rule beginning on page 43069 in the June 26, *Federal Register* to update certain procedures in 36 CFR Part 1228.270 – Transfer of electronic records. The proposed rule is posted at http://www.archives.gov/about_us/opportunities_for_comment/transfer_methods_proposed_rule.html. You can also access a PDF version via GPO Access.

This proposed rule modifies the transfer regulations to include two additional electronic records transfer methods, Files Transfer Protocol (FTP) and Digital Linear Tape (DLT), Type IV. It would permit agencies to reduce the record preparation, shipping costs, and transfer time between agencies. The proposed rule also improves record and files integrity. This proposed rule is one of NARA's planned milestones under the Electronic Records Management (ERM) E-Government initiative.

We urge you to provide comments on this rule. Comments must be sent to Regulation Comment Desk (NPOL), Room 4100, Policy and Communications Staff, National Archives and Records Administration, 8601 Adelphi Road, College Park, MD 20740-6001. They may be faxed to 301-837-0319. You may also comment via electronic mail to comments@nara.gov. Please also include "Attn: RIN 3095- AB03" and your name and return address in your email message. All comments received by August 26, 2002 will be considered in developing the final rule.

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