

March 21, 2002

NWM 09.2002

MEMORANDUM TO AGENCY RECORDS OFFICERS: Bimonthly Records and Information Discussion Group (BRIDG) Meeting on April 23, 2002 and February 21, 2002 BRIDG Meeting Summary.

Please mark your calendars for the next BRIDG meeting that is scheduled for Tuesday, April 23, from 10 A.M. to noon at the Department of Agriculture Jefferson Auditorium, 14th and Independence Avenue SW, Washington DC (Independence Avenue exit from Smithsonian Metro stop). The topic will be lessons learned and needs analysis in regards to Record Management Applications (RMAs).

To reserve a place for the meeting, please provide your name, telephone number, agency, and number of attendees to Merisue D'Achille on 301-713-7110, extension 262, (or email merisue.dachille@nara.gov), no later than noon on Friday, April 19, 2002.

Please note that there will not be a NARA Records Center Forum before this BRIDG meeting. For information on the next scheduled Records Center Forum, please contact Wendy Mallory at 301-713-7200, extension 222 (or email wendy.mallory@nara.gov).

A summary of the February 21, 2002 BRIDG meeting is attached. The topic of this meeting was "ISO STANDARD 15489-1: Information and Documentation - Records Management."

I look forward to seeing you at the April 23 BRIDG Meeting.

MICHAEL L. MILLER
Director
Modern Records Programs