

Date: April 4, 2003

To: RM Community

From: Susan L. Frey

Subject: RM Numbered Memo 2003-09: Transmittal of NARA's Memo with RACO 2003 Details

Please see the memo from NARA below that provides information about their annual RACO Conference. If you have not been to a RACO conference in the past, it provides a wonderful opportunity to learn from and network with records managers from other Federal agencies and to learn first-hand about NARA initiatives. This is a beneficial part of an ongoing training program.

Please forward this memo as appropriate.

-----Original Message-----

**From:** Deborah Armentrout [mailto:deborah.armentrout@nara.gov]

**Sent:** Thursday, April 03, 2003 3:55 PM

**To:** sharon.evlin@hq.doe.gov; Frey, Susan

**Subject:** NWM 12.2003 RACO 2003 Details

April 3, 2003

NWM 12.2003

**MEMORANDUM TO AGENCY RECORDS OFFICERS, CHIEF INFORMATION OFFICERS, AND INFORMATION TECHNOLOGY MANAGERS: RACO 2003 Details**

As you know, RACO 2003 is quickly approaching and I wanted to share some of the program details with you. I am excited about this year's program, and I'm sure you will find it both interesting and helpful as you deal with Federal records management in the 21st Century.

This year's keynote speaker will be the Honorable Alberto R. Gonzales, Counsel to the President and former Justice on the Supreme Court of Texas. Judge Gonzales brings extensive insight into the importance of records management, and knows how important records are in guaranteeing that the Government functions as it should on behalf of the American people. I know that you will find his speech both interesting and informative.

In the morning, I will provide updates on many of the new and exciting initiatives currently underway at NARA. Speakers at two following sessions will share their experiences in Federal records management. The first panel will share their perspectives on the importance of ensuring that information is available when it is needed to conduct business, support agencies' missions, and ensure Government accountability. The second panel will discuss how information

technology and records management can successfully work together to provide quick access to needed information in a manner that is in compliance with Federal requirements.

In the afternoon, the General Accounting Office will share its findings from a recently commissioned study of agency practices in records management, with an emphasis on electronic records management practices. A panel of four Federal records officers will critique the GAO-sponsored study and discuss concerns and possible solutions to the challenges presented by electronic records.

RACO 2003 will be held on Tuesday, May 13, at the International Trade Center-Ronald Reagan Building in Washington, DC. Conference check in begins at 7:00 a.m. and the program begins at 8:00 a.m. The inclusive registration fee is \$225.00. To register, call 301-837-1717 or email to [records.mgt@nara.gov](mailto:records.mgt@nara.gov). I ask you to share this with others who may be interested and urge you to register soon to ensure a place at RACO 2003.

I look forward to seeing you on May 13.

Sincerely,

**MICHAEL J. KURTZ**

Assistant Archivist  
for Records Services - Washington, DC