

Oneida Tribe of Indians of Wisconsin

Post Office Box 365



Oneidas bringing several hundred bags of corn to Washington's starving army at Valley Forge, after the colonists had consistently refused to aid them.

Phone: (414) 869-2214



Oneida, WI 54155



UGWA DEMOLUM YATEHE
Because of the help of this Oneida Chief in cementing a friendship between the six nations and the colony of Pennsylvania, a new nation, the United States was made possible.

RESOLUTION # 2-1-95A

WHEREAS, the Oneida Tribe of Indians of Wisconsin is a federally recognized Indian government and a treaty tribe recognized by the laws of the United States, and

WHEREAS, the Oneida General Tribal Council is the governing body of the Oneida Tribe of Indians of Wisconsin, and

WHEREAS, the Oneida Business Committee has been delegated the authority of Article IV, Section 1 of the Tribal Constitution by the Oneida General Tribal Council, and

WHEREAS, the immense growth of the Tribe in the past years has indicated that documents produced by the Tribe may not be kept in a manner to secure them from the general public, and

WHEREAS, the General Tribal Council wishes to be protected from documents entering the public arena without approval or in cases where confidentiality must be maintained, and

WHEREAS, there is a need to adopt standard procedures and definitions regarding the use, retrieval, storage and disposal of documents,

NOW THEREFORE BE IT RESOLVED, that the attached Records Management Law is hereby adopted, in accordance with all procedures set out in the Administrative Procedures Act by this body,

NOW THEREFORE BE IT FURTHER RESOLVED, that the existing Records Management Office shall be granted all the authority delegated in Article VI of the attached law and shall be considered the body created by the Article, and

NOW THEREFORE BE IT FURTHER RESOLVED, that this law shall be effective thirty days from adoption, and that the Oneida Compliance Division, or sub-entity thereof, shall be delegated the responsibility to inform the necessary tribal entities of the adoption and procedures within the attached law, and

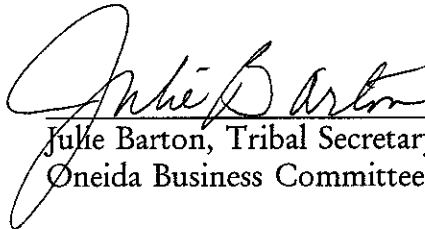
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NOW THEREFORE BE IT FINALLY RESOLVED, that the Records Management Office is directed to work with the Oneida Compliance Division, or sub-entity thereof, to create a manual or other document that adequately informs employees of the Tribe about the procedures of the attached law and any regulations created as a result of this law.

CERTIFICATION

I, the undersigned, as Secretary of the Oneida Business Committee, hereby certify that the Oneida Business Committee is composed of 9 members of whom 5 members constitute a quorum. 8 members were present at a meeting duly called, noticed and held on the 1st day of February, 1995; that the foregoing resolution was duly adopted at such meeting by a vote of 7 members for; 0 members against; and 0 members not voting; and that said resolution has not been rescinded or amended in any way.


Julie Barton, Tribal Secretary
Oneida Business Committee

Statement of Effect
Resolution Adopting the Records Management Law
Summary

This resolution adopts the Records Management Law. This law governs the use and maintenance of documents created by the Oneida Tribe of Indians of Wisconsin. It directs where documents shall be held and who has the authority to retrieve documents.

Analysis

The purpose of this law is to generate procedures for the use and maintenance of documents created in the course of Tribal business and government. All documents, whether confidential or not, are disposed of according to the procedures set out in this law.

Article IV indicates that all documents are considered confidential and need permission of the creator or writer of the document, the person or office that keeps the document, or a person designated as such in an office. However, documents within the control of the Records Management Office shall be maintained and released as directed in Article VI. Article VI also defines levels of confidentiality and who may access those records so defined.

Article V delegates authority to the Human Resources Departments to promulgate regulations regarding the safekeeping of personnel records. There is also a specific delegation of authority regarding records generated in the course of background investigations in the gaming enterprise.

Article VI delegates authority to a Records Management Office to collect, store and dispose of documents. It further grants the authority to create regulations regarding its duties.

Conclusion

There have been the required Public Hearings regarding this law, and it provides necessary protection regarding documents created and maintained by the Oneida Tribe and its entities.