

**Special Event Hosted by the Best Practices Committee of the Federal Chief
Information Officers Council and
The National Archives and Records Administration**

The Archivist of the United States and The Best Practices Committee of the CIO Council invite you to join them for a continental breakfast and an important discussion on “What a CIO needs to know about Electronic Records.” Drawing from the exciting work being done in this area, a distinguished panel of OMB, NARA, and other Federal agency speakers will discuss how the Records Management Profile and the Federal Enterprise Architecture and other tools will help us cope with the challenges of managing electronic records.

This event will take place on February 28 at the National Archives Building at 7th and Constitution in Washington, D.C. A light breakfast will be served starting at 7:45 a.m. with the program beginning at 8:15. At the conclusion of the program at 9:30, you are invited to join a private tour of the Charters of Freedom- the Declaration of Independence, Constitution and the Bill of Rights- and the Public Vaults exhibit.

For planning and security purposes, we need to know if you plan to attend. Kindly RSVP by February 24 to Elizabeth Sears, Elizabeth.Sears@nara.gov, 301.837.0603.

For additional information about the program, please contact Laurence Brewer, Director, Life Cycle Management Division, NARA, Laurence.Brewer@nara.gov, 301.837.1539.

We hope you will join us for this important event.

Allen Weinstein

ARCHIVIST OF THE UNITED STATES

Dave Wennergren
Vice-Chair, Federal CIO Council