

U.S. Department of Commerce  
International Trade Administration  
Import Administration/Central Records Unit

**Disposal Authority: N1-489-96-1**  
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Item 1. Central Records Information Management System.

The system maintains an indexed location of all litigation documents (paper) involved in an antidumping/countervailing duties case. This is locator system. CRIMS supports ITA's investigation and compliance personnel with initial investigation of Antidumping Countervailing duties allegation through final determination by the proper authority and supports review of orders current and future that result from the process. The database contains an index of document locations of records processed or reviewed during an antidumping/countervailing duties case. The source of inputs are questionnaire responses from foreign firms or governments and records developed during an antidumping and countervailing duty investigations. CRIMS captures identification information including case number, document date and number of pages; the address and sender; the classification (public, privileged, proprietary, and Government classified) and for all but public documents an indication of the inclusion of a public version; the document type and subject; and indication of attachments. The system began in 1980 and contains records from 1980-on.

- a. Electronic Data: PERMANENT. Transfer CRMS records to the National Archives when the case files are transferred.
- b. Documentation: PERMANENT. Transfer documentation with the CRIMS records.