**Request for Record Disposition Authority**

(See Instructions on reverse)

To: National Archives and Records Administration (NIR)
Washington, DC 20408

From: Defense Logistics Agency

**Information Operations (J-6)**

**Document Automation & Production Service (DAPS)**

Name of Person with whom to confer: Kayte Vo

Telephone (include area code): 717-605-2499

**Agency Certification**

I hereby certify that I am authorized to act for this agency in matters pertaining to the disposition of its records and that the records proposed for disposal on the attached page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified, and that written concurrence from the General Accounting Office, under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies.

[ ] is not required  [ ] is attached  [ ] has been requested

**Records Manager**

signature: Kayte Vo

Date (mm/dd/yyyy): 09/30/2009

<table>
<thead>
<tr>
<th>Item Number</th>
<th>Description of Item and Proposed Disposition</th>
<th>GRS or Superseded Job Citation</th>
<th>Action taken (NARA Use Only)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>615 LAW ENFORCEMENT SUPPORT OFFICE. Relates to the administration, accountability and transfer of vehicles, aircraft/watercraft, and weapons to State Agencies.</td>
<td><strong>NEW</strong></td>
<td>See attached revision agreed to by Records Officer Cecilia Wiker 1/6/2012</td>
</tr>
</tbody>
</table>

615.10 State Files. Relates to all correspondence with each State Agency. (Destroy after 2 years unless property is Demil B & Q, which must be kept for 5 years or for the life of the property, whichever is longer.)

615.10A Transfers (Destroy as above.)

615.10B Disposals (Destroy as above.)

615.10C Turn Ins (Destroy as above.)

615.10D 103s (Destroy as above.)

615.20 Applications for participation. (Destroy previous version when updated. Destroy current version after 3 years.)

615.40 Vehicles Records. (Destroy after 2 years unless property is Demil B & Q, which must be kept for 5 years or for the life of the property, whichever is longer.)

615.50 Aircraft/Watercraft Records. (Destroy after 2 years unless property is Demil B & Q, which must be kept for 5 years or for the life of the property, whichever is longer.)

615.60 Weapons Records. (Destroy after 2 years unless property is Demil B & Q, which must be kept for 5 years or for the life of the property, whichever is longer.)
615 LAW ENFORCEMENT SUPPORT OFFICE. Relates to the administration, accountability and transfer of vehicles, aircraft/watercraft, and weapons to State Agencies.

615.10 State Files. Relates to all correspondence with each State Agency.

615.10A Transfers.
   615.10A(1) Other than Demil B & Q property. Destroy after 2 years.
   615.10A(2) Demil B & Q property. Destroy after 5 years or after the life span of the property, whichever is later.

615.10B Disposals.
   615.10B(1) Other than Demil B & Q property. Destroy after 2 years.
   615.10B(2) Demil B & Q property. Destroy after 5 years or after the life span of the property, whichever is later.

615.10C Turn Ins.
   615.10C(1) Other than Demil B & Q property. Destroy after 2 years.
   615.10C(2) Demil B & Q property. Destroy after 5 years or after the life span of the property, whichever is later.

615.10D 103s.
   615.10D(1) Other than Demil B & Q property. Destroy after 2 years.
   615.10D(2) Demil B & Q property. Destroy after 5 years or after the life span of the property, whichever is later.

615.20 Applications for participation. Destroy previous version when updated. Destroy current version after 3 years.

615.40 Vehicles Records.
   615.40A Other than Demil B & Q property. Destroy after 2 years.
   615.40B Demil B & Q property. Destroy after 5 years or after the life span of the property, whichever is later.
615.50 Aircraft/Watercraft Records.

615.50A Other than Demil B & Q property. Destroy after 2 years.

615.50B Demil B & Q property. Destroy after 5 years or after the life span of the property, whichever is later.

615.60 Weapons Records.

615.60A Other than Demil B & Q property. Destroy after 2 years.

615.60B Demil B & Q property. Destroy after 5 years or after the life span of the property, whichever is later.
Attachment #2 to 12/29/11 R. Noble email to C. Wiker:

615  LAW ENFORCEMENT SUPPORT OFFICE. Relates to the administration, accountability and transfer of vehicles, aircraft/watercraft, and weapons to State Agencies

615 10  State Files  Relates to all correspondence with each State Agency.

615 10A  Transfers

615.10A(1)  Other than Demil B & Q property. Destroy after 2 years.

615.10A(2)  Demil B & Q property. Destroy after 5 years or after the life span of the property, whichever is later

615 10B  Disposals

615.10B(1)  Other than Demil B & Q property. Destroy after 2 years.

615.10B(2)  Demil B & Q property. Destroy after 5 years or after the life span of the property, whichever is later.

615 10C  Turn Ins.

615.10C(1)  Other than Demil B & Q property. Destroy after 2 years

615 10C(2)  Demil B & Q property. Destroy after 5 years or after the life span of the property, whichever is later.

615 10D  103s.

615 10D(1)  Other than Demil B & Q property. Destroy after 2 years.

615.10D(2)  Demil B & Q property. Destroy after 5 years or after the life span of the property, whichever is later

615.20  Applications for participation. Destroy previous version when updated. Destroy current version after 3 years

615.40  Vehicles  Records

615.40A  Other than Demil B & Q property. Destroy after 2 years.

615.40B  Demil B & Q property. Destroy after 5 years or after the life span of the property, whichever is later

615.50  Aircraft/Watercraft Records

615.50A  Other than Demil B & Q property. Destroy after 2 years.
615.50B  Demil B & Q property  Destroy after 5 years or after the life span of the property, whichever is later.

615 60  Weapons  Records

615 60A  Other than Demil B & Q property  Destroy after 2 years

615 60B  Demil B & Q property. Destroy after 5 years or after the life span of the property, whichever is later.