

# Request for Records Disposition Authority

(See Instructions on reverse)

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

1. From: (Agency or establishment)  
**Defense Intelligence Agency**

2. Major Subdivision  
**(b)(3)**

3. Minor Subdivision

4. Name of Person with whom to confer  
**(b)(3)**

5. Telephone (include area code)

## Leave Blank (NARA Use Only)

Job Number  
**NI-373-05-2**

Date Received  
**5/6/05**

**Notification to Agency**

In accordance with the provisions of 44 U.S.C. 3303a, the disposition request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.

Date **9/22/06** Archivist of the United States  
*Allen Weinstein*

### 6. 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

Signature **(b)(3)** Date (mm/dd/yyyy) **5-3-05**

7. Item Number	8. Description of Item and Proposed Disposition	9. GRS or Superseded Job Citation	10. Action taken (NARA Use Only)
1	<p><b>INTELLIGENCE OVERSIGHT</b></p> <p>Documents and Records (including supporting pages) accumulated pertaining to intelligence oversight issues in compliance with Executive Order 12333 and applicable DoD and agency guidance. Included are reports of intelligence oversight issues and record of actions taken</p> <p><b>RECORD COPY</b></p> <p><b>PERMANENT</b> - Cut off annually (calendar year), maintain in file area for 3 years then transfer to the WNRC. Transfer to the NARA when 20 years old.</p>		
2	<p><b>WORKFORCE ASSISTANCE</b></p> <p>Documents and records accumulated as a result of employee requests for assistance or complaints filed with the Office of the Inspector General. Included are reports, record of actions taken, and supporting papers</p> <p><b>RECORD COPY</b></p> <p><b>TEMPORARY</b> - Cut off annually (calendar year) maintain in file area for 3 years then retire to the WNRC. Destroy when 12 years old</p>		

*3A 9/28/06 copies sent to Agency, DODMIL, NARA*

Redactions have been made to this record control schedule pursuant to 5 U.S.C. 552(b)(3) with the corresponding statute 10 U.S.C. 424, which protects from disclosure the "organization or any function of, and certain information pertaining to, employees of the Defense Intelligence Agency." You will need to submit a Freedom of Information Act (FOIA) request to the Office of the General Counsel for the withheld information.

<http://www.archives.gov/foia/>