

<b>REQUEST FOR RECORDS DISPOSITION AUTHORITY</b> <i>(See Instructions on reverse)</i>		<b>LEAVE BLANK (NARA use only)</b>	
TO: NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) WASHINGTON, DC 20408		JOB NUMBER	NI-37396-1
1. FROM (Agency or establishment) Defense Intelligence Agency		DATE RECEIVED	4/13/98
2. MAJOR SUBDIVISION (b)(3)		NOTIFICATION TO AGENCY	
3. MINOR SUBDIVISION (b)(3)		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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.	
4. NAME OF PERSON WITH WHOM TO CONFER (b)(3)	5. TELEPHONE	DATE	ARCHIVIST OF THE UNITED STATES
		4-27-98	<i>John W. Carl</i>

**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; or  has been requested.

DATE	SIGNATURE OF AGENCY REPRESENTATIVE	TITLE
18 Feb 98	(b)(3)	

7. ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRSOR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
1	<p><b>112 OFFICE REFERENCE PUBLICATIONS FILE.</b> Copies of publications issued by all elements of the DoD, other governmental and non-governmental agencies which are maintained for reference. Includes regulations, manuals, pamphlets, digests, journals, newsletters, service information series publications, miscellaneous organizational charts and rosters; and other documents of a similar nature.</p> <p>b. Documents used for annual reports to include the DIA Communique and DIA Today. <b>TEMPORARY - Destroy when 1 year old or when no longer needed.</b></p>	NC1 373-77-7 Item 1b	
2	<p><b>240 INSPECTIONS.</b> Documents relating to the planning of internal/ external inspections and records accumulated as a result of inspections conducted by the office of the Inspector General. Included are Reports of Inspection, record of actions taken, and supporting papers.</p> <p>a. Record copy - <b>PERMANENT</b> - Maintain in current files area for 3 years then retire to WNRC. Transfer to the National Archives when 20 years old.</p>	NC1 373-79-5 Item 1a	
3	<p><b>1255 INDICATIONS AND WARNING STUDIES.</b> Studies prepared on crisis and special areas of unrest throughout the world.</p>	N1 373-89-10 Item 1255b	

REQUEST FOR RECORDS DISPOSITION AUTHORITY – CONTINUATION

JOB NO.

PAGE

OF

7.  
ITEM  
NO.

8. DESCRIPTION OF ITEM  
*(With Inclusive Dates or Retention Periods)*

9. GRS OR  
SUPERSEDED  
JOB  
CITATION

10. ACTION  
TAKEN  
*(NARS USE  
ONLY)*

**b. Above TS - PERMANENT - Retire to SCI repository at the National Archives when no longer needed for frequent reference. Transfer to the National Archives when 35 years old pending DIA's review to determine if continued agency retention is required.**

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/>