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|---|------------------------------------|--|---|
| <b>REQUEST FOR RECORDS DISPOSITION AUTHORITY</b><br><i>(See Instructions on reverse)</i>  |                                    | <b>LEAVE BLANK (NARA use only)</b>   |   |
| TO NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR)<br>WASHINGTON, DC 20408   |                                    | JOB NUMBER<br>NI-37396-1   | DATE RECEIVED<br>4/13/98                              |
| 1 FROM (Agency or establishment)<br>Defense Intelligence Agency   |                                    | NOTIFICATION TO AGENCY   |   |
| 2 MAJOR SUBDIVISION   |                                    | 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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10 |   |
| 3 MINOR SUBDIVISION   |                                    |  |   |
| 4. NAME OF PERSON WITH WHOM TO CONFER   | 5 TELEPHONE                        | DATE<br>4-27-98  | ARCHIVIST OF THE UNITED STATES<br><i>John W. Paul</i> |
| 6. AGENCY CERTIFICATION<br>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,<br><input checked="" type="checkbox"/> is not required; <input type="checkbox"/> is attached; or <input type="checkbox"/> has been requested. |                                    |  |   |
| DATE<br>18 Feb 98   | SIGNATURE OF AGENCY REPRESENTATIVE | TITLE  |   |

| 7. ITEM NO | 8 DESCRIPTION OF ITEM AND PROPOSED DISPOSITION   | 9 GRS OR SUPERSEDED JOB CITATION | 10. ACTION TAKEN (NARA USE ONLY) |
|------------|--|----------------------------------|----------------------------------|
| 1          | 112 OFFICE REFERENCE PUBLICATIONS FILE.<br>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.<br><br>b. Documents used for annual reports to include the DIA Communique and DIA Today.<br>TEMPORARY - Destroy when 1 year old or when no longer needed. | NC1 373-77-7<br>Item 1b          |                                  |
| 2          | 240 INSPECTIONS. 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.<br><br>a. Record copy - PERMANENT - Maintain in current files area for 3 years then retire to WNRC. Transfer to the National Archives when 20 years old.  | NC1 373-79-5<br>Item 1a          |                                  |
| 3          | 1255 INDICATIONS AND WARNING STUDIES. Studies prepared on crisis and special areas of unrest throughout the world.   | NI 373-89-10<br>Item 1255b       |                                  |

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copies to Agency, NWML  
NWMD

PREVIOUS EDITION NOT USABLE

| REQUEST FOR RECORDS DISPOSITION AUTHORITY – CONTINUATION |  | JOB NO                                    | PAGE   |
|--|--|---|--|
| 7<br>ITEM<br>NO  | 8 DESCRIPTION OF ITEM<br><i>(With Inclusive Dates or Retention Periods)</i>  | 9 GRS OR<br>SUPERSEDED<br>JOB<br>CITATION | OF<br>10 ACTION<br>TAKEN<br><i>(NARS USE<br/>ONLY)</i> |
|  | <p><b>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.</b></p> |   |  |

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/](http://www.archives.gov/foia/)