

REQUEST FOR RECORDS DISPOSITION AUTHORITY <i>(See Instructions on reverse)</i>		LEAVE BLANK (NARA use only)	
TO: NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) WASHINGTON, DC 20408		JOB NUMBER N1 373-97-1	DATE RECEIVED 2/28/97
1. FROM (Agency or establishment) Defense Intelligence Agency		NOTIFICATION TO AGENCY	
2. MAJOR 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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.	
3. MINOR SUBDIVISION (b)(3)			
4. NAME OF PERSON WITH WHOM TO CONFER (b)(3)	5. TELEPHONE (b)(3)	DATE 3-10-97	ARCHIVIST OF THE UNITED STATES <i>John W. Paul</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 24 Feb 97	SIGNATURE OF AGENCY REPRESENTATIVE (b)(3)	TITLE (b)(3)
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7. ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
1	<p>1098 DIA PRODUCED INTELLIGENCE PRODUCTS. Specialized intelligence publications produced by DIA as OPR or coordinator. Products may include appraisals, analyses, estimates, evaluations, studies, surveys and cover general, scientific, substantive and technical data, with relevant background data. Specific examples include: Defense Intelligence Report (DIR), Defense Intelligence Assessment (DIA), Defense Intelligence Reference Document (DIRD), Defense Intelligence Management Document (DIMD), Defense Intelligence Special Publication (DISP). Under provisions of the United States Intelligence Board Committee on Documentation, "Disposition of Inactive Intelligence Reference Collections," (USIBCODIB-D-75) Agreement, dated 30 January 1961, reference service will be given participating members of the Intelligence Community after the documents are 5 years old.</p> <p>a. Record Copy - PERMANENT (1) OPR: Cut off annually, hold 3 years and retire to WNRC. Transfer to NARA in 5 year blocks when 35 years old. *NOTE* (Material classified through Top Secret will be transferred to WNRC. Material requiring SCI handling will be sent to SCI storage at the National Archives pending formal accessioning.)</p>	N1 373-88-5 Item 1d	

MAR 18 1997 *MAH* copy to: Agency, NWRW

REQUEST FOR RECORDS DISPOSITION AUTHORITY - CONTINUATION

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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)
2	<p>(2) OPR: Forward one copy to Central Reference Division for reference only.</p> <p>b. Reference Copy - Temporary - Destroy when no longer needed for reference use.</p> <p>c. Central Reference Division: Maintain one reference copy. TEMPORARY - Destroy when no longer needed for reference.</p> <p>(i) Scheduled Production maintained in the Library between 1961 and 1995 will be inventoried and retired to NARA beginning in 1996.</p> <p>1098/1 MISCELLANEOUS DIA PRODUCED INTELLIGENCE PRODUCTS. Specialized intelligence products produced by DIA as OPR or coordinator which do not fit into series 1098, above. Products included are miscellaneous, and ad hoc in nature. Such products may not have been previously planned as a Scheduled Production item, being completed unexpectedly, as required or needed per request or event. Upon completion, however, most will become DIA produced intelligence products.</p> <p>a. Record Copy - PERMANENT</p> <p>(1) OPR: Cutoff annually, hold 3 years and retire to WNRC. Transfer to NARA in 5 year blocks when 35 years old. *NOTE* (Material classified through Top Secret will be transferred to WNRC. Material requiring SCI handling will be sent to SCI storage at the National Archives pending formal accessioning.)</p> <p>(2) OPR: Forward one copy to Central Reference Division for reference only.</p> <p>b. Reference/Working Copy - Temporary - Destroy when no longer needed for reference use.</p> <p>c. Central Reference Division: Maintain one reference copy. TEMPORARY - Destroy when no longer needed for reference.</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/>