

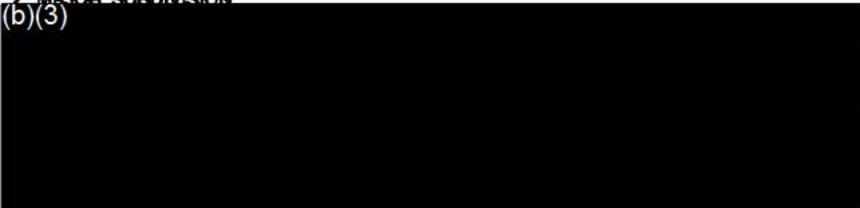
REQUEST FOR RECORD DISPOSITION AUTHORITY
(See Instructions on reverse)

LEAVE BLANK	
JOB NO.	NC1 373 78 1
DATE RECEIVED	1 FEB 1978
NOTIFICATION TO AGENCY	
In accordance with the provisions of 44 U.S.C. 3303a the disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10.	
3-2-78 Date	<i>James B. Thode</i> Archivist of the United States

TO: GENERAL SERVICES ADMINISTRATION,
NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408

1. FROM (AGENCY OR ESTABLISHMENT)
Defense Intelligence Agency (DIA)

2. MAJOR SUBMISSION



6. CERTIFICATE OF AGENCY REPRESENTATIVE:

I hereby certify that I am authorized to act for this agency in matters pertaining to the disposal of the agency's records; that the records proposed for disposal in this Request of 3 page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified.

A Request for immediate disposal.

B Request for disposal after a specified period of time or request for permanent retention.

C. DATE 1-31-78	D. SIGNATURE OF AGENCY REPRESENTATIVE (b)(3)	E. TITLE
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7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
501	<p>Foreign Liaison Policy Files</p> <p>Records relating to the formulation, implementation, interpretation, and revision of DIA policies concerning relationships with foreign nationals, including the release of information, contacts between DIA personnel and foreigners, briefings, tours, and visits.</p> <p>Record copies: PERMANENT. Retire to WNRC when file becomes inactive; offer to the National Archives when <u>20</u> years old.</p> <p>Other copies: TEMPORARY. Destroy when superseded, obsolete, or no longer required for reference.</p> <p>Record copies are maintained by the Foreign Liaison Division. Annual accumulation is approximately one to three inches and records are arranged by subject and chronologically thereunder.</p>		

Request for Records Disposition Authority - Continuation

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570/1	<p>Foreign Liaison Files (Country Files)</p> <p>Records relating to DIA's responsibilities for coordinating the foreign liaison activities of DoD components (excluding the military services). Records relate almost entirely to the release of information to foreign nationals and to visits by foreigners to DoD facilities and include request forms, biographical data, transmittals, concurrences, and related correspondence and memorandums.</p> <p>Record copies: TEMPORARY. Retire to WNRC when 3 years old; destroy when 10 years old.</p> <p>Other copies: TEMPORARY. Destroy when 1 year old.</p>		
570/2	<p>Foreign Liaison Files (General)</p> <p>Records relating to DIA liaison activities with foreign nationals, exclusive of records filed under 570/1. Records relate to such matters as special projects, briefings, accreditations, awards, the attendance of DIA personnel at foreign embassy social functions, and activities involving the Director of DIA.</p> <p>Record copies: PERMANENT. Retire to WNRC when 3 years old; offer to the National Archives when 20 years old.</p> <p>Other copies: TEMPORARY. Destroy when 1 year old.</p> <p>Record copies are maintained by the Foreign Liaison Division. Annual accumulation is one to three inches and the arrangement is by subject and chronologically thereunder.</p>		
570/3	<p>Foreign Liaison Files (VIP Files)</p> <p>Records relating to DIA liaison activities involving prominent foreign nationals, high ranking figures, or those with whom DIA maintains sustained relations. Records relate to such matters as visits, briefings, and the exchange of information.</p>		

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	<p>Record copies: PERMANENT. Retire to WNRC when file becomes inactive; offer to National Archives when 20 years old.</p> <p>Other copies: TEMPORARY. Destroy when 1 year old.</p> <p>Records copies are maintained by the Foreign Liaison Division. Annual accumulation is approximately six inches and the arrangement is alphabetically by name of VIP.</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/>