

**REQUEST FOR RECORDS DISPOSAL AUTHORITY**  
(See Instructions on reverse)

LEAVE BLANK	
JOB NO	<b>NCI-374-81-6</b>
DATE RECEIVED	October 2, 1980 <i>Revised by (March 10, 1981)</i>
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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10.	
10-15-81 <i>Date</i>	<i>[Signature]</i> <i>Archivist of the United States</i>

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

1. FROM (AGENCY OR ESTABLISHMENT)  
Defense Nuclear Agency

2. MAJOR SUBDIVISION  
Personnel/Administration Directorate

3. MINOR SUBDIVISION  
Administrative Services Division

4. NAME OF PERSON WITH WHOM TO CONFER  
Pauline E. Korpanty

5. TEL EXT  
325-7061

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 2 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 <b>2 1981</b>	D. SIGNATURE OF AGENCY REPRESENTATIVE <i>Pauline E. Korpanty</i>	E. TITLE Records Administrator
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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
207 (223- & 224)	<b>INSPECTOR GENERAL AND COMMAND/GENERAL INSPECTION FILES.</b> These files relate to the planning and execution of Nuclear Weapons Technical Inspections (NWTI) (DNA's Defense Nuclear Surety Inspections (DNSIs)) of various Service organizations by Inspector General NWTI team members, and Command/General Inspections conducted by the Inspector General. NWTI files accumulate exclusively in FCDNA (FCI) and in the DNA IG office. Command/General Inspection files accumulate exclusively in the DNA IG office.		
207.01 (223-01)	<b>NWTI/DNSI COORDINATION FILES.</b> Documents related to coordinating and consolidating planned inspections. Included are notifications of impending inspection dates, itineraries, and documents requesting administrative support.  DESTROY AFTER 2 YEARS IN CFA.		
207.02 (223-03 & 223-04)	<b>NWTI/DNSI AFTER-ACTION FILES.</b> Included are the copies of the letter report sent to the inspected organization for corrective action, supporting papers essential to and filed with the report, and correspondence from the inspected organization indicating corrective action taken. Quarterly, Semi-Annual, Annual reports to JCS, DOD, and Services are also filed in this section.		

*5 items*

115-107 Changes made with DNA approval. J.N. 11/14/80.

STANDARD FORM 115  
Revised April, 1975  
Prescribed by General Services Administration  
FPMR (41 CFR) 101-11.4

**MASS DATA CHANGE SHEET NOT REQUIRED.**  
*Closed Out: 10-20-81: K.T.D. Copy to N.W. [unclear]*

7. ITEM NO	6. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9 SAMPLE OR JOB NO	10 ACTION TAKEN
(207.02 continued)	PERMANENT. CUT OFF ON COMPLETION OF INSPECTION. RETIRE TO WNRC 2 YEARS AFTER CUTOFF. (FCDNA IG - TRANSFER TO FCDNA RHA FOR 3 YEARS BEFORE RETIREMENT TO WNRC); OFFER TO NATIONAL ARCHIVES IN 10-YEAR BLOCKS 20 - 30 YEARS AFTER CUTOFF.		
207.03 (224-01)	COMMAND/GENERAL INSPECTION FILES. Documents related to planned inspections of subordinate elements of HQ DNA (AFRRI, FCDNA). Included are notification of impending inspection, supporting papers essential to inspection, and the report of corrective action required after inspection, and correspondence from the inspected organization indicating the corrective action taken.		
NOTE: 207.03 (223-04) / <i>initial item, 1982</i> from Job No. NC1-374-81-6/ dropped in this revision./ <i>(Combined herein)</i>	PERMANENT. CUT OFF ON COMPLETION OF INSPECTION. RETIRE TO WNRC 2 YEARS AFTER CUTOFF. (FCDNA IG - TRANSFER TO RCDNA RHA FOR 3 YEARS BEFORE RETIREMENT TO WNRC); OFFER TO NATIONAL ARCHIVES IN 10-YEAR BLOCKS 20 - 30 YEARS AFTER CUTOFF.		
207.04 (224-05)	IG COMPLAINT/INVESTIGATIVE FILES. Documents accumulated by inspectors general during the processing of complaints and requests for advice, assistance, or information/documents concerning allegations requiring examination and evaluation of sworn testimony and documentary evidence.		
	<p>a. Files pertaining to cases that attract widespread public and/or congressional interest; involve investigations of alleged violations of laws, executive orders, and directives defining the permissible scope of US intelligence activities; develop into investigations of espionage, sabotage, or subversion; involve systemic problems of DNA administration or result in significant changes in DNA organization or policies; are deemed to be historically significant by the DNA IG.</p> <p><i>in 10 year blocks 20-30</i></p> <p>PERMANENT. Offer NARS <sup>^</sup> 20 years after close of case.</p> <p><i>records</i>                      <i>1</i>                      <i>completion and</i></p> <p>b. All other files: Destroy <sup>^</sup> 7 years after close of case.</p>		