

770684

REQUEST FOR RECORD DISPOSITION AUTHORITY
(See Instructions on reverse)

LEAVE BLANK	
JOB NO NC1-446-77-8	
DATE RECEIVED 30 AUG 1977	
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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10	
8-31-77 Date	<i>James P. [Signature]</i> Archivist of the United States

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

1 FROM (AGENCY OR ESTABLISHMENT)
DEFENSE INVESTIGATIVE SERVICE

2 MAJOR SUBDIVISION
LOGISTICS AND SERVICES DIRECTORATE

3 MINOR SUBDIVISION
ADMINISTRATION DIVISION

4 NAME OF PERSON WITH WHOM TO CONFER
MRS. NORMA STAPLESON

5 TEL EXT
693-5012/3

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 1 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 <u>26 Aug 77</u>	D SIGNATURE OF AGENCY REPRESENTATIVE <i>[Signature]</i>	E TITLE <u>CHIEF, ADMINISTRATION DIVISION</u>
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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
6-16	<p><u>INDIVIDUAL IDENTIFICATION RECORDS:</u> Documents relating to the request, authorization, issue/receipt/surrender, and accountability records pertaining to identification badges, cards, and passes. (DIS 4-02)</p> <p><u>OFFICE OF PRIMARY RESPONSIBILITY:</u> TEMPORARY:</p> <p>a. Badges/passes will be returned to issuing agency when no longer required.</p> <p>b. Other records: Destroy when no longer needed.</p> <p>JUSTIFICATION: This is listed in DISM 28-2 as item 6-16, attachment 6. Request the disposition be changed as shown above. Disposition as shown in DISM 28-2 is in error because all badges/passes are required to be returned to issuing agency.</p>		

115-107
Sent to agency 9/2/77 2 items