

NR

REQUEST FOR RECORDS DISPOSAL AUTHORITY
(See Instructions on reverse)

LEAVE BLANK	
JOB NO	NC 1 446 78 1
DATE RECEIVED	21 MAR 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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10	
3-29-78 <i>Date</i>	<i>James B. Rhoads</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 INVESTIGATIVE SERVICE

2. MAJOR SUBDIVISION
LOGISTICS AND SERVICES DIRECTORATE

3. MINOR SUBDIVISION
ADMINISTRATION DIVISION/RECORDS MANAGEMENT

4. NAME OF PERSON WITH WHOM TO CONFER
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	D. SIGNATURE OF AGENCY REPRESENTATIVE	E. TITLE
3/13/78	<i>Norma Stapleson</i>	Records Manager

7. ITEM NO	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO	10. ACTION TAKEN
1	5-15. <u>SUBJECT AND REFERENCE LOCATOR RECORDS</u> : Personnel, locator, assignment rosters and housing records furnished by Army, Navy, Air Force and Marine Corps posts, bases and stations in the U.S. and Puerto Rico for use by DIS in locating supervisors, coworkers and character references of subjects of DIS investigations and to identify or verify the locations and assignments of subjects when this information cannot be obtained through other local sources. <u>OFFICE OF PRIMARY RESPONSIBILITY</u> : Temporary: Destroy after 5 years. (DIS 5-05) (Request the above records be added to the DIS Comprehensive Records Schedule as Item 5-15. They are paper listings, Computer products, microfiche and index cards. furnished by DOD installations to permit DIS to retain information to cover its investigative scope of five years)		<i>1 item</i>

sent to agency, NCW. NNNN - 3/30/78