

REQUEST FOR RECORDS DISPOSITION AUTHORITY		JOB NUMBER <i>71-509-03-1</i>	
To: NATIONAL ARCHIVES & RECORDS ADMINISTRATION (NWML) 8601 ADELPHI ROAD, COLLEGE PARK, MD 20740-6001		Date received <i>11-5-2002</i>	
1 FROM (Agency or establishment) Department of Defense		NOTIFICATION TO AGENCY 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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10	
2 MAJOR SUBDIVISION Office of the Inspector General			
3 MINOR SUBDIVISION Office of the Assistant Inspector General for Investigations			
4 NAME OF PERSON WITH WHOM TO CONFER Retta H. Graham-Hall	5 TELEPHONE NUMBER 704-604-9781	DATE <i>4-3-03</i>	ARCHIVIST OF THE UNITED STATES <i>John W. Carl</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 <u>one</u> page(s) are not needed now for the business for 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, x is not required is attached, or <input type="checkbox"/> has been requested			
DATE <i>10/30/02</i>	SIGNATURE OF AGENCY REPRESENTATIVE <i>[Signature]</i> Michael E. Peterson		Title Acting Director, AI & M
7 ITEM NO	8 DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARA USE ONLY)
	850 CRIMINAL INVESTIGATIONS CASE FILES. Case files of investigations of alleged violations of laws, regulations, and directives by DoD agency personnel and external investigations conducted on contractors and grantees. These may include, but are not limited to, case initiations, case summaries, official reports of investigation (ROIs), polygraph reports, case closings, agents' notes, sworn statements and affidavits and subpoenas and request for authorization to use electronic equipment for consensual monitoring, consensual monitoring reports, significant incident reports, supplemental reports on closed cases, evidence to include pictures, fingerprints, and any other case related documents or information used during the investigation of a particular case. Also included are related indexes. Files may include audiocassette tapes and videocassette tapes (see note) <i>CC Reaney, YLR, NWML, NAWML</i>		

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	<p>a Initiating officer, resident agency, or field office case files</p> <p>TRANSFER through channels to HQ, OAIG-INV 2 years after case closure...</p> <p>b HQ, OAIG-INV case files (paper copies and any audiovisual tapes), including related indexes Case files that fall into the following categories or meet one or more of the following criteria Categories F – Redistribution/Marketing Fraud, O – U S Customs Violations, S – Environmental, T – Terrorism Related Act, and X – Internal Security.</p> <p>Also any other cases that (1) establish a precedent and result in a major policy or procedural change; (2) are involved in extensive litigation; (3) receive widespread news media attention; (4) are widely recognized for uniqueness by specialists or authorities outside the Government; or (5) are reviewed at length in the Agency's ^{semi-}annual report to Congress.</p> <p><i>^ [Amended by R. Wore per R. Graham-Hell, 2/4/2003]</i></p> <p>PERMANENT. Retire to WNRC 3 years after case closure (see note) Transfer to the National Archives in 5-year blocks 25 years after case closure <i>when the newest case in the block has been closed for 25 years. [Amended by R. Wore per R. Graham-Hell, 3/25/2003]</i></p> <p>c HQ, OAIG-INV case files (paper copies and any audiovisual tapes) All other case files not covered by "b" above.</p> <p>TEMPORARY Retire to WNRC 3 years after case closure (see note) DESTROY 25 years after case closure</p> <p>Note: Audiovisual material accumulated in connection with temporary cases may be retired to WNRC as long as only AV material is included in that accession. Do not mix AV and textual records. Audiovisual material accumulated in connection with a permanent case may not be retired to WNRC due to preservation concerns Maintain onsite and transfer directly to the National Archives at the same time that the textual records are transferred.</p>	<p>N1-509-93-2</p> <p>No Change</p> <p>N1-509-93-2</p> <p>Revised</p> <p>N1-509-93-2 Revised</p> <p>N1-509-93-2 Revised</p> <p>N1-509-93-2 No change</p>	