

REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

LEAVE BLANK	
JOB NO NC1 AU 77 158	
DATE RECEIVED 10 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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10.	
<i>11-23-77</i> Date Acting	<i>James E. O'Neil</i> Archivist of the United States

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

1. FROM (AGENCY OR ESTABLISHMENT)

Department of the Army

2. MAJOR SUBDIVISION

The Adjutant General's Office

3. MINOR SUBDIVISION

Records Management Division

4. NAME OF PERSON WITH WHOM TO CONFER

John Roach

5. TEL. EXT

693-1938

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 3 AUG 1977	D. SIGNATURE OF AGENCY REPRESENTATIVE <i>Cavall G. Puem for</i> GUY B. OLDAKER	E. TITLE Assistant Chief, Records Management Division
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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
1.	<p>5XX-XX Criminal Information Bulletins (CIB) Files.</p> <p>The Criminal Information Bulletin (CIB) is a publication used to disseminate criminal information to subordinate units within USACIDC. The CIB is produced by HQ USACIDC by the review and analysis of criminal information reports, reports of investigation, crime prevention survey, and other investigative documents received. The information developed for the CIB is of significance to current operational needs.</p> <p><u>Disposition.</u></p> <p>a. <u>HQ USACIDC.</u> Destroy in CFA after 5 years or earlier when reports are no longer needed as authorized pursuant to action by the USACIDC Criminal Investigative Record Standing Review Board. Selected reports containing information of current operational value may be retained past 5 years and thereafter reviewed annually for continued retention, not to exceed 20 years. b. <u>Region Headquarters.</u> Destroy after 1 year, except that selected bulletins, and corresponding cards containing information of current operational value may be retained past 1 year, and thereafter reviewed annually for continued retention, not to exceed 5 years.</p> <p>c. <u>Separate Districts, Districts, Field Officers, and Designated Resident Agencies.</u> Destroy after 1 year, except that selected bulletins and corresponding cards containing information of current operational value may be retained past 1 year, and thereafter reviewed annually for</p>		

sent to agency. NCW-NCP 11/29/77
3 items