**REQUEST FOR RECORDS DISPOSITION AUTHORITY**

**To** NATIONAL ARCHIVES & RECORDS ADMINISTRATION  
8601 ADELPHI ROAD, COLLEGE PARK, MD 20740-6001

**Date Received** 12/21/04

<table>
<thead>
<tr>
<th>JOB NUMBER</th>
<th>N1-87-05-3</th>
</tr>
</thead>
</table>

1 **FROM (Agency or establishment)**  
Department of Homeland Security

2 **MAJOR SUB DIVISION**  
United States Secret Service

3 **MINOR SUBDIVISION**  
Management and Organization Division

4 **NAME OF PERSON WITH WHOM TO CONFER**  
Damian S. Kokinda

5 **TELEPHONE**  
202-406-6893

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 page(s) are not needed now for the business of 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 the GAO Manual for Guidance of Federal Agencies,

- [x] is not required  
- [ ] is attached, or  
- [ ] has been requested

**DATE** 12/06/2004  
**SIGNATURE OF AGENCY REPRESENTATIVE**  
[Signature]

**TITLE**  
Secret Service Records Officer

<table>
<thead>
<tr>
<th>ITEM NO</th>
<th>DESCRIPTION OF ITEM AND PROPOSED DISPOSITION</th>
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</thead>
<tbody>
<tr>
<td>1</td>
<td>Collections of Documents Prepared for Use by the National Commission on Terrorist Attacks Upon the United States (&quot;9/11 Commission&quot;). Copies of all documents loaned to the National Commission on Terrorist Attacks Upon the United States (&quot;9/11 Commission&quot;) or shown or briefed to Commission members or staff either at Commission offices or in agency offices as source material for use in studying the circumstances surrounding the September 11, 2001, terrorist attacks, including preparedness for and the immediate response to the attacks, including preparedness for and the immediate response to the attacks, and preparing its report. PERMANENT. Retain as a segregated collection. Transfer to the National Archives in January 2034.</td>
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<th>3. MINOR SUBDIVISION</th>
<th>4. NAME OF PERSON WITH WHOM TO CONFER</th>
<th>5. TELEPHONE NUMBER</th>
<th>6. AGENCY CERTIFICATION</th>
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#### NOTIFICATION TO AGENCY

In accordance with the provisions of 44 USC 3303a, the disposition request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.

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#### 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 ______ 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, is:

- [ ] is not required
- [ ] is attached; or
- [ ] has been requested

**DATE**

**SIGNATURE OF AGENCY REPRESENTATIVE**

**TITLE**

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#### 7. ITEM NO | 8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION | 9. GRS OR SUPERSEDED JOB CITATION | 10. ACTION TAKEN

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PERMANENT. Retain as a segregated collection. Transferred to National Archives when records of the Commission are transferred.

**DRAFT**