REQUEST FOR RECORDS DISPOSITION AUTHORITY

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

1. FROM (Agency or establishment)
   Department of the Treasury
   United States Secret Service
   Management and Organization Division

2. MAJOR SUBDIVISION
   Not specified

3. MINOR SUBDIVISION
   Not specified

4. NAME OF PERSON WITH WHOM TO CONFER
   Ann Parker

5. TELEPHONE EXT.
   535-5776

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; and that written concurrence from the General Accounting Office, if required under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies, is attached.

   A. GAO concurrence: ☐ is attached; or ☑ is unnecessary.

   B. DATE
      4/30/86

   C. SIGNATURE OF AGENCY REPRESENTATIVE
      [Signature]

   D. TITLE
      Chief-Management & Organization Div.

   7. ITEM NO.
   8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)
   9. GSRS OR SUPERSEDED JOB CITATION
   10. ACTION TAKEN (NARS USE ONLY)

<table>
<thead>
<tr>
<th>ITEM</th>
<th>DESCRIPTION OF ITEM</th>
<th>GSRS OR SUPERSEDED JOB CITATION</th>
<th>ACTION TAKEN (NARS USE ONLY)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Polygraph Examinations For Applicants Maintained By The Forensic Services Division</td>
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<td>All forms, charts, tape recordings and other related documents generated from the applicant examination will be retained in Forensic Services Division.</td>
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<td>a. Applicants Hired - Maintain in Forensic Services Division for one year and then destroy.</td>
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<td>b. Applicants Rejected - Maintain in Forensic Services Division for two years and then destroy.</td>
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<td>2.</td>
<td>Polygraph Examinations Performed By Forensic Services Division For Other Government Agencies</td>
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<td>All forms, charts and other related documents generated by the examinations performed for other government agencies.</td>
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<td>Disposition - Maintain in Forensic Services Division for five years and then destroy.</td>
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NSN 7540-00-634-4064
STANDARD FORM 115 (REV. 8-83)
Prescribed by GSA
FPMR (41 CFR) 101-11.4