

REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

TO NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR)
WASHINGTON, DC 20408

1 FROM (Agency or establishment)
Department of the Treasury

2 MAJOR SUBDIVISION
United States Secret Service

3 MINOR SUBDIVISION
Office of Government Liaison and Public Affairs

4 NAME OF PERSON WITH WHOM TO CONFER 5 TELEPHONE
Carolyn Wesner 202-435-7026

LEAVE BLANK (NARA use only)

JOB NUMBER
N1-87-94-2

DATE RECEIVED
8-16-95

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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10

DATE ARCHIVIST OF THE UNITED STATES
11-20-95 *John W. Paul*

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 2 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, under the provisions of Title 5 of the GAO Manual for Guidance of Federal Agencies,

is not required, is attached, or has been requested

DATE SIGNATURE OF AGENCY REPRESENTATIVE TITLE
8/4/95 *W. R. Keefe* Director, Management and Organization

7 ITEM NO	8 DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARA USE ONLY)
1.	<p>Documentary and Training Slides (Mounted, Color) (1973-1985) (Unarranged (2 cu. ft.) Cassette Audio Tapes (.25 cu. ft.))</p> <p>These color slides, some accompanied by cassette tapes, were used for training by the Secret Service. They include briefings dealing with procedures and techniques used by protective operations in the Service against terrorist activities, orientation and recruitment presentations, administrative training material, and news/documentary coverage. All changes to this proposed schedule have been approved by:</p> <p><i>Richard Murray</i> 9/7/95 NARA Appraiser Date</p> <p><i>W. R. Keefe</i> 8/4/95 Agency Representative Date</p>		

a. Slides documenting program activity

Disposition:

1. **Originals** - Slides/cassette audio tapes

Permanent - Transfer to the National Archives upon approval of schedule.

2. **Duplicates** - Two duplicate sets where available (1 set if not)

Permanent - Transfer upon approval of schedule.

3. **All Other Copies** - Destroy immediately.

b. Slides documenting non-program related activities.

Disposition: Destroy immediately.