

REQUEST FOR RECORDS DISPOSITION AUTHORITY		JOB NUMBER N1-563-03-3	
To: NATIONAL ARCHIVES & RECORDS ADMINISTRATION 8601 ADELPHI ROAD COLLEGE PARK, MD 20740-6001		Date received 4-24-2003	
1 FROM (Agency or establishment) Department Homeland Security		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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10	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 Bureau of Customs and Border Protection (BCPB)			
3 MINOR SUBDIVISION Office of Finance			
4 NAME OF PERSON WITH WHOM TO CONFER John Roach	5 TELEPHONE NUMBER (202) 927-0529	DATE 6/23/2003	ARCHIVIST OF THE UNITED STATES Howard Roach
5. 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, <input checked="" type="checkbox"/> X is not required <input type="checkbox"/> is attached; or <input type="checkbox"/> has been requested.			
DATE 20 April 03	SIGNATURE OF AGENCY REPRESENTATIVE 		TITLE Records Officer
7 ITEM NO 1	8 DESCRIPTION OF ITEM AND PROPOSED DISPOSITION SEE ATTACHED SHEET(S) Customs Declaration (CF 6059B): All persons entering the United States are required to declare to the BCBP Officer at the port of first arrival in the U.S. The BCBP Baggage Declaration is used as a standard method to determine the identity, nationality, and residence of all persons arriving in the U.S. by airplane and ship. The declaration facilitates BCBP enforcement of various prohibited and restricted importation laws relating to agricultural products, endangered sources and the currency reporting laws. It also allows BCBP to be selective in the inspection process. Disposition: A) Free declarations: Retain for three years and destroy. B) Dutiable declarations: Retain for six years and destroy This change is made as a result of a series of historical events and use. It has also been coordinated with legal, investigations and enforcement of BCBP. See attached.	9 GRS OR UPERSEDED JOB CITATION N1-036-97-1 Schedule 11, Item 10	10 ACTION TAKEN (NARA USE ONLY)

SA Copies sent to Agency, NWMU, NR