

**Request for Records Disposition Authority**  
(See Instructions on reverse)

**Leave Blank (NARA use only)**

To National Archives and Records Administration (NARA)  
Washington, DC 20408

Job Number **N1-567-08-2**  
Date Received **2/20/08**

- 1 From (Agency or establishment)  
Immigration and Customs Enforcement (ICE)
- 2 Major Subdivision  
Office of Investigations
- 3 Minor Subdivision

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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10

4 Name of Person with whom to confer **Joseph Gerhart**      5 Telephone (include area code) **202-305-3014**      Date **3/12/08**      Archivist of the United States *Ala W...*

**6 Agency Certification**

I hereby certify that I am authorized to act for this agency in the matters pertaining to the disposition of its records and that the records proposed for disposal on the attached \_\_\_\_\_ page(s) are not 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 8 of the GAO Manual for Guidance of Federal Agencies,

- is not required,       is attached, or       has been requested

Signature of Agency Representative *Joseph Gerhart*      Title **Records Management Branch Chief**      Date (mm/dd/yyyy) **08/1/2008**

Item Number	8 Description of Item and Proposed disposition	9 GRS OR Superseded Job Citation	10 Action taken (NARA Use Only)
	<p><b>Office of Investigations (OI), Confidential Informant Files</b> These files are created by investigators utilizing a paid individual for information. The files will consist of the following: instructions to the informant, the informant's photo, fingerprints, contact information, emergency contact information, payment history, handwriting sample, report of investigation, informant service card, etc.</p> <p><b>Disposition:</b> Temporary Cut off at end of FY in which file is closed Transfer to FRC 5 yrs after cut off Destroy 50 yrs after cut off</p> <p><b>Note:</b> Handle as sensitive information</p>	<p>N1-36-86-1 161, 8-9</p>	

*SA 8/27/08 copies sent to Agency/AR*