

REQUEST FOR RECORDS DISPOSITION AUTHORITY		JOB NUMBER <i>NI-060-10-4</i>	
To: NATIONAL ARCHIVES & RECORDS ADMINISTRATION 8601 ADELPHI ROAD COLLEGE PARK, MD 20740-6001		Date received <i>11/13/09</i>	
1 FROM (Agency or establishment) Department of Justice		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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10	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 Justice Management Division			
3 MINOR SUBDIVISION Management & Planning Staff, Procurement Policy & Review Group			
4. NAME OF PERSON WITH WHOM TO CONFER Brenda Hurst	5 TELEPHONE NUMBER 202-307-1818	DATE <i>11/10/09</i>	ARCHIVIST OF THE UNITED STATES <i>[Signature]</i>
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 <u> 1 </u> 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"/> is not required <input type="checkbox"/> is attached, or <input type="checkbox"/> has been requested			
DATE <i>11/10/2009</i>	SIGNATURE OF AGENCY REPRESENTATIVE <i>Jeanette Post</i>		TITLE <i>Director, ORMP</i>
7 ITEM NO	8 DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARA USE ONLY)
	Acquisition Career Management SEE ATTACHED		

Procurement Policy & Review Group
DOJ Acquisition Career Management

1. Acquisition Certification in Contracting Education and Training Waivers

Requests and supporting documentation from the DOJ Chief Acquisition Officer, to waive Federal Certification in Contracting Program education and training requirements for staff participating in the DOJ Acquisition Career Manager Program.

TEMPORARY Cut off files at the end of the calendar year in which waiver is approved or denied Destroy/delete 5 years after cutoff

2. Acquisition Certification in Contracting Certificates

Documentation case files supporting the issuance of the Federal Acquisition Certification Program Certificates, to DOJ employees who have successfully completed the Program.

TEMPORARY Cut off files at the end of the calendar year in which the employee leaves the program Destroy/delete 5 years after cutoff