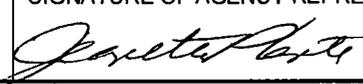


<b>REQUEST FOR RECORDS DISPOSITION AUTHORITY</b>		JOB NUMBER N1-060-10-12	
To NATIONAL ARCHIVES & RECORDS ADMINISTRATION 8601 ADELPHI ROAD COLLEGE PARK, MD 20740-6001		Date received 3/31/10	
1 FROM (Agency or establishment) Department of Justice		NOTIFICATION TO AGENCY  In accordance with the provisions 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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10	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			
3 MINOR SUBDIVISION			
4 NAME OF PERSON WITH WHOM TO CONFER Curt Francisco	5 TELEPHONE NUMBER 202-514-6283	DATE 05/21/2010	ARCHIVIST OF THE UNITED STATES 
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>2</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 3/25/2010	SIGNATURE OF AGENCY REPRESENTATIVE 	TITLE Director	
7 ITEM NO	8 DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARA USE ONLY)
	Audio Visual Records  SEE ATTACHED	N1-60-00-6	

# Audiovisual Records

Records that document significant moments in the Department's history and/or noteworthy Departmental accomplishments, and records that were made to assist Departmental offices in performing more routine functions

EXCLUDING audiovisual records of subject matters specifically described in other NARA-approved records series items, such as litigation case files, investigative case files, etc. This schedule also excludes recordings of proceedings of Presidential commissions and other executive commissions. NOTE: Recordings of Presidential and other executive commissions are not covered by this schedule. Such records are usually appraised as permanent, and they must be described on an SF 115 submitted to NARA for final disposition approval.]

## 1. Photographs

a Photographs documenting historically significant activities related to the mission of the agency but not covered in other schedules, such as meetings with state agencies, international meetings, forums that originated from major conferences, Congressional presentations, and official photos and photographic portraits of Attorneys General (AG), Deputy Attorneys General (DAG) and Associate Attorney General (ASG). This item covers negatives, printed black and white and color copies and contact sheets, negatives, and digital images, with any accompanying system documentation and any electronic finding aid for digital images

### (1) Digital Photographs

*Permanent Cut off at the end of the calendar year in which the event occurs Transfer to the National Archives and Records Administration 3 years after cutoff, in accordance with 36 CFR 1228.270, or subsequent authority for electronic records transfer requirement (Supersedes N1-60-00-6, Items 1a and 3)*

### (2) Analog Photographs

*Permanent Transfer all remaining analog photographs immediately to the National Archives and Records Administration (Supersedes N1-60-00-6, Items 1a and 3)*

c Digital and analog photographs documenting routine award ceremonies, social events, and other activities. This item covers printed black and white and color copies and contact sheets, negatives, and digital copies, with any accompanying system documentation and any electronic finding aid for digital images

*Temporary Cut off at the end of the calendar year in which the event occurs Destroy/delete 7 years after cutoff, or when no longer needed for internal use (Supersedes GRS 21, Item 1)*

## **2. Video Recordings**

### **a Historically Significant Video Recordings and Related Documentation**

These records document significant moments in the Department's history and/or noteworthy Departmental accomplishments. These records also contain records that were made to assist Departmental offices in performing more routine functions, such as training. They may be accompanied by written documentation. This series contains descriptive information about the related audiovisual records, including title/subject, name and date. Note. Includes events and activities attended by the Attorney General (AG), Deputy Attorney General (DAG) and Associate Attorney General (ASG)

*Permanent Cut off at the end of the calendar year in which the event occurs Transfer master recording and related documentation to the National Archives 7 years after cutoff*

### **b Routine Video Recordings and Related Documentation**

These records contain moving images that were made to assist Departmental offices in performing routine business functions or to commemorate routine occasions. Typical examples of moving images include, but are not limited to routine meetings and award presentations, training and informational sessions, and retirement ceremonies.

*Temporary Cutoff at the end of the calendar year in which the event occurs Destroy/delete 7 years after cutoff (Supersedes GRS 21, Items 14, 17 and 20)*

### **~~c Routine Surveillance Recordings~~**

*~~Temporary Cut off at the end of the calendar year Destroy/delete 6 months after cutoff (GRS 21, Item 18)~~*