
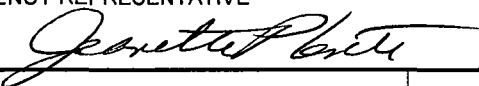


<b>REQUEST FOR RECORDS DISPOSITION AUTHORITY</b>		JOB NUMBER NI-066-10-21	
To: NATIONAL ARCHIVES & RECORDS ADMINISTRATION 8601 ADELPHI ROAD COLLEGE PARK, MD 20740-6001		Date received 5/12/10	
1 FROM (Agency or establishment) Department of Justice		NOTIFICATION TO AGENCY  In accordance with the provisions 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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10	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 Justice Management Division			
3 MINOR SUBDIVISION Security and Emergency Planning Staff , Office of Information Safeguard and Security Oversight			
4. NAME OF PERSON WITH WHOM TO CONFER Laura Gillian	5 TELEPHONE NUMBER 202-514-2094	DATE 5/16/10	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 ___1___ 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 5/7/2010	SIGNATURE OF AGENCY REPRESENTATIVE Jeanette Plante 	TITLE Director, Office of Records Management Policy	
7 ITEM NO	8 DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARA USE ONLY)
	<p align="center"><b>Office of Information Safeguard and Security Oversight</b></p> <p>The Office of Information Safeguards and Security Oversight (OISSO) develops and promulgates safeguards and security policy governing National Security and Sensitive Compartmented Information, Administers the Department's NSI and SCI Programs, administers the Department's COMSEC and Technical Security Countermeasures Programs, and conducts on-site Security Compliance reviews for all Departmental components</p> <p align="center"><b>SEE ATTACHED</b></p>		

### 1. Requests for Original Classification Authority (OCA) for National Security Information

Records include an initial request for OCA from a DOJ component to the Assistant Attorney General for Administration (AAG/A) who sends a memo through the Deputy Attorney General (DAG) for the Attorney General (AG) to sign. Attached to the signed memo is a list of OCA positions. (Executive Secretariat maintains the permanent record in controlled correspondence.)

Disposition: TEMPORARY, cut off when new list is approved by AG. Destroy/delete 5 years after cutoff.

### 2. Security Clearance Briefing Records

Records (paper and electronic) consist of the requesting memorandums, briefing logs, DOJ component briefing binders, and supporting documentation for individuals who have received a security clearance briefing to include Secret, Top Secret, and TS/Sensitive Compartmented Information. These records include briefings for the Washington Metropolitan Area and field offices.

Disposition: TEMPORARY. Cut off at the end of the calendar year. Destroy when 5 years old.