REQUEST FOR RECORDS DISPOSITION AUTHORITY To: NATIONAL ARCHIVES & RECORDS ADMINISTRATION				JOB NUMBER			
				Date received			
	o: national archives & records administration 8601 adelphi road college park, md 20740-6001				Education		
FROM (Agency or establishment)				3/24/10			
Department of Justice				NOTIFICATION TO AGENCY			
MAJOR SUBDIVISION MINOR SUBDIVISION				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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.			
	•	approved of Managamin in Solution 16.					
CONFER			5. TELEPHONE NUMBER	DATE			
Curt Francisco			202-514-6283	07-14-2010	14-2010 Paul M. 22		
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							
DATE SIGNATURE OF AGENCY REPRESENTATIVE					TITLE		
5/25-/2010 Jeanette Plante Directal las				C Director Office of Records Management Policy			
7. ITEM NO.				9. GRS OR SUPERSEDED JOB CITATION 10. ACTION TAKEN (NARA USE ONLY)			
		USDOJ C	Citizen Mail				
	SEE ATTACHED						
						-	
	•	INACTIVE - AL	L ITEMS SUPERSEDED				



1 Routine Requests

Original letter and copy of response for routine inquiries for information such as photographs, publications, those which relate primarily to subjects or issues that are part of write-in campaigns, express personal opinions on current events, legal processes, informational or reference literature, etc. The records lack substantive historical or evidential value and require no research, policy decisions or administrative actions.

TEMPORARY. Cut off at the end of the calendar year. Destroy/delete 3 years after cutoff.
(Supersedes GRS 14, item 1)
Superseded by job / from number.

DAM-0060-2014-0004-0001+-0002

Date (MWDD(YYYY):

2. Specific Requests

Original letter and copy of response for requests relating to specific matters, such as court cases and requests for investigations or legal processes (e.g., summonses and complaints, court affidavits, or civil action cases).

TEMPORARY. File with applicable case file, or under NI-60-88-10, item 195c, whichever is applicable film instruction

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INACTIVE - ALL ITEMS SUPERSEDED