

REQUEST FOR RECORDS DISPOSITION AUTHORITY

(See Instructions on reverse)

LEAVE BLANK

JOB NO.

N1-60-87-1

DATE RECEIVED

3-24-87

NOTIFICATION TO AGENCY

In accordance with the provisions of 44 USC 3303a the disposal request, including amendments, is approved ~~except~~ for items that may be marked "disposition not approved" or "withdrawn" in column 10. If no records are proposed for disposal, the signature of the Archivist is not required.

TO GENERAL SERVICES ADMINISTRATION
NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408

1 FROM (Agency or establishment)

Department of Justice

2 MAJOR SUBDIVISION

International Criminal Police Organization (INTERPOL)

3 MINOR SUBDIVISION

4 NAME OF PERSON WITH WHOM TO CONFER

Helen Johnson
Helen Johnson

5 TELEPHONE EXT

272-8383

DATE

7-14-87

ARCHIVIST OF THE UNITED STATES

Frank B. Bunde

6 CERTIFICATE OF AGENCY REPRESENTATIVE

I hereby certify that I am authorized to act for this agency in matters pertaining to the disposal of the agency's records, that the records proposed for disposal in this Request of 1 page(s) are not now 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, if required under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies, is attached.

A GAO concurrence is attached, or is unnecessary

B DATE	C SIGNATURE OF AGENCY REPRESENTATIVE	D TITLE
3/11/86	<i>Bernard Berglund</i> Robert M. Yahn	Chief, Records Management Sec. GSS/OPA/Justice Management Division

7 ITEM NO	8 DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARS USE ONLY)
1.	<p>INTERPOL</p> <p>The program records of the USNCB consist of criminal and noncriminal case files. The files contain fingerprint records, photographs, criminal investigative reports, radio messages (international), teletype messages (internal U.S.), log sheets, computer printouts, letters and memorandums. Prior to 1975, case files were arranged by name of subject. Since 1975, files have been arranged by year, month and sequential number. Cases are terminated by the use of Form IPOL-1 Review Sheet for Closed Cases.</p> <p><u>DISPOSITION:</u></p> <p style="text-align: center;"><i>See attached</i></p> <p>Closed case files. ² Transfer to the Federal Records Center X years after close of case. Destroy 20 years after close of case.</p> <p>All changes to this xxxx proposed schedule have been approved by:</p> <p><i>Christy Lentz</i> NARA appraiser <u>5/24/87</u> date <i>Bernard Berglund</i> Agency representative <u>07-10-87</u> date</p> <p><i>Helen Johnson</i> INTERPOL <u>7/9/87</u> Date</p> <p>Copies to agency, NCF, NNF 7-16-87</p>	N1-60-82-10	

REQUEST FOR RECORDS DISPOSITION AUTHORITY - CONTINUATION

JOB NO

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7 ITEM NO	8 DESCRIPTION OF ITEM <i>(With Inclusive Dates or Retention Periods)</i>	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN <i>(NARS USE ONLY)</i>
1.	<p><u>Criminal case files closed after June 1, 1987.</u></p> <p style="text-align: center;">²</p> <p>Transfer to FRC ² years after close of case or when microfilming is completed, whichever is later. Destroy 20 years after close of case.</p>		
2.	<p><u>Noncriminal case files closed after June 1, 1987.</u></p> <p>Transfer to FRC 1 year after close of case or when microfilming is completed, whichever is later. Destroy 10 years after close of case.</p>		
3.	<p><u>Case files closed before or on June 1, 1987</u> (including the following accessions at WNRC: 060-82-0063, 31 cubic feet; 060-82-64, 13 cubic feet; 060-82-0172, 2 cubic feet; 060-86-0012, 50 cubic feet; 060-86-0013, 57 cubic feet; 060-86-0122, 50 cubic feet; 060-86-0123, 10 cubic feet; 060-86-292, 50 cubic feet; 060-87-0020, 50 cubic feet).</p> <p style="text-align: center;">²</p> <p>Transfer to FRC ² years after close of case or when microfilming is completed, whichever is later. Destroy 20 years after close of case.</p>		
4.	<p><u>Microfilm record.</u></p> <p>Destroy when no longer needed for administrative purposes.</p>		