

**REQUEST FOR RECORDS DISPOSITION AUTHORITY**  
(See Instructions on reverse)

LEAVE BLANK

JOB NO

N1-60-90-9

DATE RECEIVED

5/3/90

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

NOTIFICATION TO AGENCY

In accordance with the provisions of 44 U.S.C. 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disposal request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.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.

1. FROM (Agency or establishment)

Department of Justice

2. MAJOR SUBDIVISION

Civil Division

3. MINOR SUBDIVISION

Office of the Assistant Attorney General

4. NAME OF PERSON WITH WHOM TO CONFER

Larry J. Easterling

5. TELEPHONE EXT

724-7550

DATE

12/11/96


ARCHIVIST OF THE UNITED STATES



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 04-30-90	C SIGNATURE OF AGENCY REPRESENTATIVE  Bernard W. Berglind	D TITLE Assistant Chief, Records Management Section/FASS/JMD
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7 ITEM NO	8 DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARS USE ONLY)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 style="text-align: center;"><u>OFFICE OF THE ASSISTANT ATTORNEY GENERAL,</u> <u>CIVIL DIVISION</u></p> <p>Official files of the Deputy Assistant Attorneys General, Civil Division (DAAG/CIV). Files consist of all subject, project, and other correspondence relating to the policies and operations of the Civil Division.</p> <p>Disposition: <u>Permanent</u>. Cutoff at the end of each DAAG/CIV tenure. Transfer to the Washington National Records Center (WNRC) when no longer needed for reference, or two years after cutoff, whichever is sooner. Offer to the National Archives 15 years after cutoff.</p>		

*Copies sent to agency, NCF, NN-6, NNT 12/17/90*