

REQUEST FOR RECORDS DISPOSITION AUTHORITY

(See Instructions on reverse)

LEAVE BLANK

JOB NO

NI-60-91-5

DATE RECEIVED

6-4-91

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

1 FROM (Agency or establishment)

Department of Justice

2 MAJOR SUBDIVISION

Criminal Division

3 MINOR SUBDIVISION

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disposal request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.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.

4 NAME OF PERSON WITH WHOM TO CONFER

Patricia Pitts
Patricia Pitts

5 TELEPHONE EXT

2
514-1118

DATE

11/1/91

ARCHIVIST OF THE UNITED STATES

Claudia R. ...

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

65-31-91

C. SIGNATURE OF AGENCY REPRESENTATIVE

Bernard W. Berglund

Bernard W. Berglund

D TITLE

ODD Records Liaison, SPS/JMD, Rm. 1103 CAB, 10th & Constitution Ave., N.W., Washington, DC 20530

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9 GRS OR SUPERSEDED JOB CITATION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)

RECORDS OF THE DEPUTY ASSISTANT ATTORNEYS GENERAL (DAAG), CRIMINAL DIVISION (CRM).

- 1. Alphabetical files of the DAAG/CRM consisting of subject, project and correspondence files documenting programs, activities, and projects relating to the Criminal Division functions. Estimated volume: 10 cubic feet per year.

Disposition: PERMANENT. Cut off at the end of DAAG's tenure. Transfer to the Washington National Records Center when no longer needed for reference, or two years after cutoff, whichever is sooner. Offer to NARA 15 years after cutoff.

Temporary. Cut off at end of DAAG's tenure. Transfer to the Washington National Records Center one year after end of tenure.

Destroy 15 years after end of tenure.

Vertical signature and date: Bernard W. Berglund, DOJ Records Officer, 10-18-91

Vertical text: All changes to this schedule have been approved by: [Signature] 3/19/91

Vertical text: NARA Appraiser

Copies sent to agency, NCF, NAR-W, NNT 11/1/91