**REQUEST FOR RECORDS DISPOSITION AUTHORITY**

(See Instructions on reverse)

| TO | NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR)  
WASHINGTON, DC 20408 |
|----|---------------------------------------------------|
| 1  | FROM (Agency or establishment)  
Department of Justice |
| 2  | MAJOR SUBDIVISION  
Justice Management Division |
| 3  | MINOR SUBDIVISION  
Systems Policy Staff |
| 4  | NAME OF PERSON WITH WHOM TO CONFER  
Patricia Neely |
| 5  | TELEPHONE  
616-0178 |

**LEAVE BLANK (NARA use only)**

<table>
<thead>
<tr>
<th>JOB NUMBER</th>
<th>NI-68-92-4</th>
</tr>
</thead>
<tbody>
<tr>
<td>DATE RECEIVED</td>
<td>6-11-92</td>
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**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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.

**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 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, under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies,

- [ ] is not required;  
- [ ] is attached; or  
- [ ] has been requested.

**DATE**  
06-05-92  
**SIGNATURE OF AGENCY REPRESENTATIVE**  
Bernard W. Berghind  
**TITLE**  
Records Officer

<table>
<thead>
<tr>
<th>ITEM NO</th>
<th>DESCRIPTION OF ITEM AND PROPOSED DISPOSITION</th>
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</table>
| 1       | Freedom of Information Act (FOIA) Recurring Reports. Department of Justice annual FOIA reports sent to the Congress pursuant to 5 USC 552(e), 1977 through 1989 (13 reports). Approximate volume: Five inches.  
Disposition: PERMANENT. Transfer immediately to the National Archives and Records Administration. |
| 2       | Privacy Act (PA) Recurring Reports. Department of Justice annual PA reports (1978 through 1987, 10 reports) and biennial report (1988 through 1989, one report), forwarded to the Office of Management and Budget pursuant to 5 USC 552(a) for submission to the Congress. Approximate volume: One inch.  
Disposition: PERMANENT. Transfer immediately to the National Archives and Records Administration. |

**COPY sent to agency, NN-W, NNI, N14 "49/92**
3. **Freedom of Information Act (FOIA) Recurring Reports, 1990 and continuing.**

Disposition: PERMANENT. Transfer to the National Archives in 10-year blocks when most recent report is 5 years old.

4. **Privacy Act (PA) Recurring Reports, 1990 and continuing.**

Disposition: PERMANENT. Transfer to the National Archives in 10-year blocks when most recent report is 5 years old.