

REQUEST FOR RECORDS DISPOSITION AUTHORITY (See Instructions on reverse)		LEAVE BLANK (NARA use only)	
TO NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) WASHINGTON, DC 20408		JOB NUMBER NI-60-93-16	DATE RECEIVED 8-4-93
1 FROM (Agency or establishment) Department of Justice		NOTIFICATION TO AGENCY	
2 MAJOR SUBDIVISION Criminal Division		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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10	
3 MINOR SUBDIVISION Office of Enforcement Operations, International Prisoner Transfer Unit			
4 NAME OF PERSON WITH WHOM TO CONFER Jody A. Ferrusi, Chief IPTU Jaf 7/27/93	5 TELEPHONE 514-3684	DATE 7-15-93	ARCHIVIST OF THE UNITED STATES <i>Andy Hopkins Pitts</i>

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 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, 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 07-29-93	SIGNATURE OF AGENCY REPRESENTATIVE <i>Bernard W. Berglund</i> Bernard W. Berglund	TITLE Records Officer
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7 ITEM NO.	8 DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARA USE ONLY)
1.	<p>The International Prisoner Transfer Unit makes the final decision concerning whether to transfer prisoners into or out of the United States, pursuant to the provisions of the International Prisoner Transfer Program. Unit personnel coordinate the transfers with the Federal Bureau of Prisons, the appropriate State correctional agencies, the U.S. Department of State and the various foreign governments. Approximately thirty countries are signatories to bilateral treaties or conventions, including the Council of Europe Convention; and thirty-four states have passed legislation permitting transfers under these treaties.</p> <p>Class 236539. The file is established using the class number followed by "03"; the country; a sequential number; and (F) for foreigner or (A) for American. The file may contain the following documents:</p> <p>Bureau of Prisons documents. Documents from a State Department of Corrections or Governor's Office. Documents from a foreign government Ministry of Justice.</p>		

Copies sent to NIA, NCF, NNW, NWT, Agency (4) 7/20/94

REQUEST FOR RECORDS DISPOSITION AUTHORITY — CONTINUATION		JOB NUMBER	PAGE 2 OF 2
7 ITEM NO	8 DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARA USE ONLY)
	<p>Letters from attorney representing the prisoner.</p> <p>Verification of Consent to Transfer Form, signed by prisoner and U.S. Magistrate.</p> <p>Letters from Assistant U.S. Attorneys and the Executive Office for U.S. Attorneys.</p> <p>Documents from DEA, FBI, Customs Service, foreign embassies, prisoner's family.</p> <p>OEO decision memo, letters to foreign governments, and to prisoners and their attorneys.</p> <p>NCIC check and BOP Sentry check.</p> <p>Messages to and from Interpol.</p> <p>FBI rap sheets.</p> <p>U.S. State Department telegrams.</p> <p>Transcripts.</p> <p>Cassette tapes (when not transcribed).</p> <p>Cases are closed upon completion of prisoner transfer; denial of transfer; or prisoner withdrawal of request to transfer.</p> <p>a. <u>Cases selected as significant</u> because of widespread public interest.</p> <p><u>Disposition:</u> PERMANENT. Transfer to the Washington National Records Center (WNRC) three years after case is closed. Transfer to the National Archives and Records Administration 30 years after case is closed.</p> <p>b. <u>All other closed cases.</u></p> <p><u>Disposition:</u> Transfer to the WNRC three years after case is closed. Destroy 30 years after case is closed.</p>		