

**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  
**Civil Rights Division**

3. MINOR SUBDIVISION

4. NAME OF PERSON WITH WHOM TO CONFER  
*Diane C. Roberts - 4/27/98*  
**Diane C. Roberts**

5. TELEPHONE  
**202-514-3826**

LEAVE BLANK (NARA use only)

JOB NUMBER  
**N1-60-98-5**

DATE RECEIVED  
**5-1-98**

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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.

DATE  
**6-29-99**

ARCHIVIST OF THE UNITED STATES  
*John W. Carl*

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  
**04-28-98**

SIGNATURE OF AGENCY REPRESENTATIVE  
*Bernard W. Berglund*  
**Bernard W. Berglund**

TITLE  
**Records Officer**

7. ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
1.	<p align="center"><b>Class 208</b></p> <p align="center"><b>Church Arson Prevention Act of 1996</b></p> <p>This classification covers case records created under the <u>Church Arson Prevention Act of 1996</u> relating to the incidence of arson or other destruction or vandalism of places of religious worship, and the incidence of violent interference with an individual's lawful exercise or attempted exercise of the right of religious freedom at a place of religious worship.</p> <p><b>Class 208 case files</b> contain Federal Bureau of Investigation investigations, indictments, pleadings, briefs, memoranda, general correspondence, and when applicable, printed copies of email and word processing documents described in Item 2.</p>		

**REQUEST FOR RECORDS DISPOSITION AUTHORITY — CONTINUATION**

JOB NUMBER

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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)
2.	<p>A. Multi-section case files and related enclosures.</p> <p><u>Disposition:</u> <b>PERMANENT.</b> Transfer to the Washington National Records Center (WNRC) one year after close of case. Transfer to the National Archives 30 years after close of case.</p> <p>B. Single-section case files and related enclosures.</p> <p><u>Disposition:</u> <b>TEMPORARY.</b> Transfer to the WNRC one year after close of case. Destroy 10 years after close of case.</p> <p><u>Electronic version of email messages and word processing documents.</u> Records created and received via electronic systems that support individual Class 208 case file actions will be copied to paper. Email messages include message text, attachments, drafts, and transmission and receipt data. The process described in Item 1 above is the recordkeeping system.</p> <p><u>Disposition:</u> Delete after copying to paper and placement in the recordkeeping system.</p>		