

REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

LEAVE BLANK	
JOB NO	NC1 - 60-76-12
DATE RECEIVED	JUN 8 1976
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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10	
<i>6-4-76</i> Date	<i>James B. Rhoads</i> Archivist of the United States

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

1 FROM (AGENCY OR ESTABLISHMENT)
Department of Justice

2 MAJOR SUBDIVISION
Office of Management & Finance-OSS-ADS

3 MINOR SUBDIVISION
Directives & Records Management Unit

4 NAME OF PERSON WITH WHOM TO CONFER <u>Dixie Housman</u>	5 TEL EXT <u>739-3184</u>
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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 2 page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified.

- A Request for immediate disposal.
- B Request for disposal after a specified period of time or request for permanent retention.

C DATE <u>5/28/76</u>	D SIGNATURE OF AGENCY REPRESENTATIVE <i>Robert M. Yahn</i> Robert M. Yahn	E TITLE Chief, Directives and Records Management Unit
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7 ITEM NO	8 DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9 SAMPLE OR JOB NO	10 ACTION TAKEN
1.	<p>The legislative history files are maintained as part of the standard Department of Justice filing system. The Files consist of the subject classification number, followed by the legislative classification number <u>01</u>, and in some cases an additional sub-number. These files are maintained by the Criminal, Civil, Civil Rights, Tax, Antitrust, Land and Natural Resources Divisions, and the Office of Management and Finance. In all cases, regardless of the classification, the <u>01</u> shall designate the file as a legislative history file. The legislative material maintained by the Office of Legislative Affairs (OLA) shall be screened by OLA and sent to the Office of Management and Finance Registry, Directives and Records Management Unit, for assignment and filing by the appropriate division(s).</p> <p>Record copies of legislative history files, consisting of bills, reports, and comments which set forth the Department's position. Approximately 20 cubic feet annually. PERMANENT</p> <p>RETAIN FOR EIGHT YEARS, THEN TRANSFER TO FARC. OFFER TO NATIONAL ARCHIVES AND RECORDS SERVICE WHEN 25 YEARS OLD.</p> <p><i>Copy to Agency 6-14-76</i></p>		

*OK
wmc
OHA
6/1/76*

NCW

1 Item