

INACTIVE - ALL ITEMS SUPERSEDED OR OBSOLETE

Schedule Number: NC1-060-78-01

All items in this schedule are inactive. Items are either obsolete or have been superseded by newer NARA approved records schedules.

Description:

Item 48 (Class 90) is superseded by N1-060-88-012.

Item 84 (Class 146) is superseded by N1-060-88-013.

Items 103 through 106 are superseded by N1-060-88-011.

All other items are superseded by N1-060-88-010.

Date Reported: 11/01/2020

INACTIVE - ALL ITEMS SUPERSEDED OR OBSOLETE

REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

LEAVE BLANK	
JOB NO	NCL-60-78-1
DATE RECEIVED	10-9-79
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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10	
Date <i>12-26-79</i>	<i>Walter W. Stender</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
Criminal Division

3 MINOR SUBDIVISION

4 NAME OF PERSON WITH WHOM TO CONFER
James W. Muskett
**James W. Muskett, Director
Office of Administration**

5 TEL EXT
633-2641

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 44 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 <i>10-5-79</i>	D SIGNATURE OF AGENCY REPRESENTATIVE <i>Robert M. Yahn</i> Robert M. Yahn	E TITLE Chief, Records Maintenance and Disposition Section, Records Management Group/RPS/JMD
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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
	Records of the Criminal Division, Department of Justice <u>Contents</u> Introduction Page 1 Part I - General Instructions for Disposal Page 4 Part II - Specific Justification for Disposal (by individual classification Numbers) Page 9 <u>Introduction</u> The files of the Classification, Mail and File Unit in the Criminal Division, Department of Justice consist of (1) records created by the division in carrying out the Department's responsibilities in matters arising under the laws of the United States and in which legal action taken or considered, and (2) records created by the Department and administrative matters relating to the Department and its various subordinate units and to the offices of United States Attorneys. The files of the Classification, Mail and File Unit of the Criminal Division are arranged by a subject-numeric system that uses numerical file designations usually made	NC-60-76-1 NC-60-76-2 NCL-60-78-1	

107 items

*Copy to WLFRCs
Classified
1-8-80
Copy sent to NLF + NRB
1-14-80*

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	<p>up of several parts. The primary classes, now numbering some 192, are usually identified with Federal laws or administrative or other subject titles. The secondary classes or sub-number, usually identify particular judicial districts, although this sequence is sometimes varied to include certain commodity or other related subject matter. A third sequence of numbers is used to identify each file folder which usually contains documents pertaining to particular cases that arise within a given district.</p> <p>This schedule provides for the disposal of the records comprising certain subject classes of the Classification, Mail and File Unit as follows:</p> <p style="text-align: center;"><u>Records Analysis Report</u></p> <p style="text-align: center;"><u>General Disposal Justification</u></p> <p>1. <u>General Nature of Case Files.</u></p> <p>The records that are accumulated under the subject classes covered by this schedule pertain to large numbers of routine legal actions generally filed against private citizens and a limited number of corporations. Action on these cases are normally handled by the U. S. Attorney for the district wherein the violation occurs. Only a small percentage of these cases are appealed from the district. Many are settled by pleas of guilty, plea bargaining or are closed because of insufficient evidence to prosecute, other convictions, etc. Because of these actions, the Criminal Division exercises only minimum supervision and almost all are direct referral cases from the investigating agency to the offices of the U. S. Attorneys. Once these cases have been closed, their value for long term administrative purposes ceases.</p> <p>2. <u>Duplicate Documents.</u></p> <p>A more complete account of actions filed in connection with these classes of cases can be found among the records of the U. S. Attorneys and the Courts. The Court records are retained permanently; however, portions of the U. S. Attorneys files are disposed of when ten years old.</p> <p>3. <u>Reference Material.</u></p> <p>A substantial part of the material under consideration in these classes consists of transcripts of court proceedings, copies of investigations, photostats of exhibits, briefs,</p>		

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	<p>etc, which are maintained strictly for reference convenience in supervising the processing of cases thru the office of the U.S.S. Attorney and the Court system. The material is fragmentary and upon close of the case becomes superfluous to the Division's needs. This is particularly true of appellate cases.</p>		
4.	<p><u>Historical Research.</u></p> <p>The bulk of the files comprising the subjects under consideration lacks the controversy necessary to stimulate the interest of historians. The fragmentary nature of these classes reduces their value to historians as documentation for the preparation of scholarly publications.</p>		
5.	<p><u>Reference Use.</u></p> <p>Since the Justice case files have been stored at the Federal Archives Records Center at Suitland, Maryland, there have been a number of occasions where we had to recall a certain number of cases in these classes for reference in other legal cases.</p>		

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	<p align="center"><u>Part I - General Instructions for Disposal</u></p> <p>A. Closed correspondence and enclosure files retired to the Federal Archives and Records Center (FARC) prior to January 1, 1980, exclusive of records covered by Classes 71, 146, and 158.*</p> <p>1. Selected correspondence files of significant historic value.</p> <p>Closed cases cited by name in a previous edition of the <u>Annual Report of the Attorney General</u>.</p> <p><u>Disposition.</u> PERMANENT. Offer to NARS upon expiration of individual class retention periods referenced in the following Part II - Specific Justification for Disposal.</p> <p><u>Procedure.</u> The Criminal Division shall prepare a list of all of its cases cited in <u>Annual Reports of the Attorney General, 1941-1979</u>, reference accession and box location numbers, and submit the list to the FARC via Standard Form 258, Request to Transfer - Approval and Receipt of Records. FARC shall segregate the correspondence files for these cases for permanent retention. These will be transferred to NARS after the expiration of the retention periods cited in Part II.</p> <p><u>Estimated volume:</u> 74 cubic feet.</p> <p>2. Unselected correspondence and related enclosure files.</p> <p><u>Disposition:</u> Destroy after expiration of individual class retention periods referenced in the following Part II.</p> <p>3. Enclosure files (when sent to FARC separate from the correspondence files)</p> <p><u>Disposition:</u> Destroy 2 years after expiration of individual class retention periods referenced in the following Part II. For purposes of applying this schedule, the date of shipment to FARC shall be used in place of the closing date for the case.</p>		

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	<p>B. Closed correspondence and enclosure files retired to FARC after January 1, 1980.*</p> <p>1. Selected correspondence files of significant historic value.</p> <p>Prior to transfer of closed files to FARC, the Criminal Division shall select, segregate and designate files of significant historic value according to one or more of the following criteria:</p> <p>(a) A case can be regarded as significant in terms of its legal impact on statutes, rules or regulations or law enforcement policies.</p> <p>(b) An investigation or case can be regarded as significant in terms of actual or potential breakdown of public order (civil disturbances).</p> <p>(c) An investigation or case can be regarded as significant in terms of intensity of public interest, expressed by (1) a demonstrated interest of a congressional committee or the Executive Office of the President, or (2) a high degree of national media attention.</p> <p><u>Disposition:</u> PERMANENT. Transfer to FARC one year after close of case (i.e. concluded upon a verdict, discontinuance, dismissal, quashing, completed litigation or appeals, and/or finalization of collection of fines). Offer to NARS 25 years after close of case.</p> <p><u>Procedure:</u> Correspondence files selected by the Criminal Division for permanent retention shall be listed individually by case name on Standard Form 135, Records Transmittal and Receipt, and boxed separately from unselected or general files for transmittal to FARC.</p> <p><u>Estimated annual volume:</u> 5 cubic feet.</p> <p>2. Unselected correspondence files and all enclosure files.</p> <p><u>Disposition:</u> Transfer to FARC one year after close of case. Destroy after expiration of individual class retention periods referenced in the following Part II, unless the case involves a sentence which is longer.</p>		

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	<p><u>Procedure:</u> Unselected correspondence files and all enclosure files shall be boxed according to disposition date as follows:</p> <p>(a) Files involving a sentence of less than the retention period cited in Part II shall be transferred to the FARC one year after the close of the case. These records will be destroyed after the end of the retention period</p> <p>(b) Files involving sentences longer than the normal retention period cited in Part II shall be transferred, separately from other files, to the FARC one year after the case is closed. These records will be destroyed after the termination of the sentence. To facilitate disposal of these files, they must be boxed for transferral according to the year in which the sentence is scheduled to terminate.</p> <p>(c) No box may contain records having more than one destruction date.</p> <p>(d) Enclosure files shall be transferred with the related closed correspondence files.</p> <p>C. General files retired to FARC prior to Jan. 1, 1980.*</p> <p>1. General files identified by the following series of standard sub-numbers, each representing a definite category applicable to all classes, arranged chronologically:</p> <p style="margin-left: 40px;">01 - Legislation (may be subbed for various legislation)</p> <p style="margin-left: 40px;">012 - Policy and Procedure (may be followed by a New Sub)</p> <p style="margin-left: 40px;">016 - Definitions and Interpretations</p> <p>These sub-numbers may be used immediately after the standard primary Class number, after the standard secondary District Number or in the other combinations according to the rules of the particular Class.</p> <p><u>Disposition:</u> PERMANENT: Transfer to NARS 25 years after date of transfer to FARC.</p>		

(exclusive of General Subdivision files 01 - Legislation, which are not approved for disposition at this time)**

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	<p><u>Procedures</u> To the extent possible, FARC shall use transmittal documentation which accompanied these accessions to identify and segregate the above files for permanent retention. The Criminal Division shall assist where possible in the identification process.</p> <p>2. All other general files, again those identified by an "0" sub-number somewhere after the standard primary class number (other than 01, 012, 016 in C above), arranged chronologically.</p> <p><u>Dispositions</u> Destroy 10 years after date of transfer to FARC.</p> <p>D. General files retired to FARC after January 1, 1980.*</p> <p>1. General Files identified by the following series of standard sub-numbers, each representing a definite category applicable to all classes, arranged chronologically:</p> <p style="padding-left: 40px;">01 - Legislation (may be subbed for various legislation)</p> <p style="padding-left: 40px;">012 - Policy and Procedure (may be followed by a New Sub)</p> <p style="padding-left: 40px;">016 - Definitions and Interpretations</p> <p>These sub-numbers may be used immediately after the standard primary Class number, after the standard secondary District Number or in the other combinations according to the rules of the particular Class</p> <p><u>Dispositions</u> PERMANENT'S Transfer to FARC as space requirements and frequency of use dictate. Transfer to NARS 25 years after date of transfer to FARC.</p> <p><u>Procedures</u> The above general files shall be listed individually on Standard Form 135, and boxed separately from individual case or investigation correspondence and enclosure files for transmittal to FARC.</p>		

(exclusive of General Subdivision files 01 - Legislation, which are not approved for disposition at this time)**

- * Change in date authorized by Bernard W. Berglind, Records Management Group/RPS/JMD, per telecom of October 16/79, *BJW*
- ** Change in disposition instructions authorized by Robert M. Yahn, Records Management Group/RPS/JMD, per telecom of October 28/79, *BJW 11/18/79*

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	<p>2. All other general files, again those identified by an "0" sub-number somewhere after the standard primary class number (other than 01, 012, 016 in C above), arranged chronologically.</p> <p><u>Disposition:</u> Transfer to FARC as space requirements and frequency of use dictate. Destroy after 10 years.</p> <p><u>Procedure:</u> The above general files shall be boxed separately from all other files according to the year in which they will be destroyed with only one destruction date per box.</p>		

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<u>Part II - Specific Justification for Disposal</u>			
1.	<p><u>Class - 12 Narcotics Act</u></p> <p>In general, the file includes correspondence, pleadings, etc., relating to cases instituted under the Controlled Substances Act (21 U.S.C. 801 et seq.) and the Controlled Substances Import and Export Act (21 U.S.C. 951 et seq.) as well as to proceedings under the Narcotic Addict Rehabilitation Act. In essence, such files relate to investigations, litigation, and other matters pertaining to narcotics, marijuana, and other dangerous drugs. Examples of materials found in such files are: copies of investigative reports compiled by the Drug Enforcement Administration; copies of indictments, memoranda of law, motions filed in court, court decisions, and appellate briefs; Department memoranda dealing with the appeal of adverse court decisions; correspondence with United States Attorneys concerning questions of law, policy and procedure; materials dealing with wiretap applications, immunity requests, witness protection requests, and electronic surveillance inquiries; comments on proposed legislation; and correspondence dealing with drug-related inquiries from citizens and from members of Congress.</p> <p>Dispose 15 years after close of case.</p>		
2.	<p><u>Class - 13 National Defense Act</u></p> <p>In general, the file consists of nothing since 1950 and appears to be inactive.</p> <p>Dispose 10 years after close of case.</p>		
3.	<p><u>Class - 15 Theft from Interstate Commerce</u></p> <p>Covers theft of goods from interstate and foreign shipments Title 18, (Sec. 659); employee thefts of common carriers funds; and breaking any seal or lock or entering the facilities of a common carrier with intent to steal, Title 182, (Sec. 2117).</p> <p>In general, the file consists of investigative reports and routine correspondence with United States Attorneys and with federal agencies concerned relating to violations of the nature described above.</p>		

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	<p>Dispose 10 years after close of case.</p>		
4.	<p><u>Class - 17 War Risk Insurance</u></p> <p>Dispose 10 years after close of case unless transferred to FRC custody before July 1, 1975, and not identifiable as Criminal Division case files (dispose 15 years after close of case).</p>		
5.	<p><u>Class - 25 Selective Service Act; Selective Service Habeas Corpus; Soldiers and Sailors Civil Relief</u></p> <p>Records pertain to violations of the Military Selective Service Act, or to habeas corpus petitions brought by military personnel seeking discharge from the service because of conscientious objection to military service. They are frequently appealed. However, they are of little or no historical interest.</p> <p>In general, the file consists of investigative reports and routine correspondence with Selective Service Boards, United States Attorneys and federal investigative agencies concerned relating to violations of the nature described above.</p>		
6.	<p>Dispose 10 years after close of case unless transferred to FRC custody before July 1, 1975, and not identifiable as Criminal Division case files (dispose 15 years after close of case).</p> <p><u>Class - 27. (SEE NEXT PAGE)</u></p>		
7.	<p><u>Class - 28 Copyright Act</u></p> <p>Files under this classification contain allegations, FBI investigative reports, search warrants, information, indictments, court orders, briefs, other court pleadings and papers, citizen and congressional correspondence, Departmental memoranda, and other documents concerning violations of the criminal provisions of the Copyright Act 17 U.S.C. 104, and other copyright matters. Many of these papers are kept in the files of the United States Attorney's office where the investigation takes place.</p> <p>Dispose 10 years after close of case unless transferred to FRC custody before July 1, 1975, and not identifiable as Criminal Division case files (dispose 15 years after close of case).</p>		

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6.	<p><u>Class - 27 Patents</u></p> <p>Covers fraud against the Patent Office 35 U.S.C. (292) and 35 U.S.C. (33). This class is primarily the responsibility of the Civil Division although the Criminal Division has an interest through the above two criminal statutes.</p> <p>Dispose 10 years after close of case.</p>		

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8.	<p><u>Class - 29 National Banking Act</u></p> <p>These cases involved misapplication or embezzlement of the funds of National Banks or banks insured by the Federal Deposit Insurance Corporation by officers, agents or employees of such banks, false entries in the books or records of said banks and false statements made by the customers of said banks to influence their actions. These matters are referred directly to United States Attorneys by the FDIC, the Comptroller of the Currency or the Federal Reserve Board and investigated by the F.B.I. While we receive copies of all referrals at the present time, we only receive investigative reports where the amount involved is over \$50,000. In view of the direct referral procedure there is little documentation in the Department file other than the original referral in 90% of the matters, in the remainder F.B.I. reports will be included in addition to a review memorandum where prosecution has been declined. In not more than 5% of the matters there may be additional material when the United States Attorney has sought advice as to prosecution, trial or appeal.</p> <p>Dispose 10 years after close of case.</p>		
9.	<p><u>Class - 30 Quarantine (ex. RR-Virus)</u></p> <p>These files are comprised of referrals from the Department of Agriculture and related correspondence and investigative reports in connection with alleged violations of the Contagious Disease Prevention Act (21 U.S.C. 112, 120, 122), together with proposed forms of informations and indictments, court papers, and other documents, many of which are copies of files in the offices of the litigating United States Attorneys.</p> <p>Dispose 10 years after close of case.</p>		
10.	<p><u>Class - 35 Civil Service Act</u></p> <p>Covers interference with Civil Service examinations (Sec. 1917), perjury arising in connection with Loyalty Board dismissals (no longer current), matters concerning overtime leave and holiday compensation and veterans civil service claims involving fraud.</p> <p>In general, the file consists of investigative reports, routine correspondence with the Civil Service Commission</p>		

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	<p>and United States Attorneys relating to violations of the nature described above.</p> <p>Dispose 10 years after close of case.</p>		
11.	<p><u>Class - 36 Mails to Defraud</u></p> <p>The United States Postal Service makes criminal referrals directly to the appropriate United States Attorneys, with copies of the referral material to the Department in selective instances. The Department's file would consist of a copy of the referral letter, together with any attached exhibits, supplemental investigative reports in some instances, correspondence, either from the public, or between the Criminal Division and the United States Attorney. Declination of prosecution are not reviewed in the Department except upon a specific request from the Postal Service. No civil proceedings are instituted by the Department of Justice in connection with these referrals.</p> <p>Dispose 10 years after close of case.</p>		
12.	<p><u>Class - 38 Naturalization</u></p> <p>Files under this classification contain information on cases, relating to expatriation, naturalization, and revocation of naturalization. Most of the litigation material is also in files of the United States Attorneys. Information on these cases might also be found in the files of the Department of State, of the Immigration and Naturalization Service. Some cases may be included among the records of both the Immigration and Naturalization Service and the State Department. None of these sources is apt to have a complete record on the case, however. Information on these cases is often vital in determining citizenship claims of descendants of the persons involved.</p> <p>Dispose 50 years after close of case.</p>		
13.	<p><u>Class - 39 Immigration</u></p> <p>Files under this classification contain information on cases relating to exclusion or deportation of aliens, applications for various benefits or relief provided by the immigration laws, criminal offenses and civil fine</p>		

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	<p>proceedings under those laws, and immigration bond proceedings. Most of this information is also in the United States Attorneys' files. Our files, in addition, contain much information relating to interagency, intra-Divisional and intra-Departmental communication. These cases, particularly deportation cases, are often of long duration and recurrent.</p> <p>Dispose 20 years after close of case.</p>		
14.	<p><u>Class - 40 Passport and Visa</u></p> <p>Files under this classification contain material relating to cases involving consular refusals of visas, criminal offenses involving United States passports and visas, and miscellaneous information relating to the use or misuse of such passports and visas. Citizenship cases of expatriation or revocation of naturalization, such as discussed under the 38 classification, may also be in these files if United States passports were involved. Most of the material on litigation and some of the miscellaneous information relating to passports and visas is in the files of the Department of State.</p> <p>Dispose 10 years after close of case unless transferred to FRC custody before July 1, 1975, and not identifiable as Criminal Division case files (dispose 15 years after close of case).</p>		
15.	<p><u>Class - 41 Transportation of Explosives, Fireworks, Dangerous Articles</u></p> <p>Covers unlawful transportation of explosives, radioactive materials or etiologic agents, 18 U.S.C. (Sec. 832), false or deceptive making of such dangerous materials for shipment, 18 U.S.C. (Sec. 833); violation of interstate Commerce Commission regulations for safe transportation of dangerous materials, 18 U.S.C. (Sec. 834); transportation of fireworks into a state which prohibits their sale or use; interference with foreign commerce by fire or explosives, 18 U.S.C. (Sec. 1364); carrying or possessing explosives, dangerous weapons or other dangerous materials aboard certain vessels, 18 U.S.C. (Sec. 2277, 2278 and 46 U.S.C. 170, 391a); and unlawful importation, manufacture, distribution and storage of explosive materials, 18 U.S.C. (Sec. 842, 843, 844).</p>		

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	<p>In general, file consists of investigative reports, routine correspondence with United States Attorneys, I.C.C. and Department of Transportation relating to violations of the nature described above.</p> <p>Dispose 10 years after close of case.</p>		
16.	<p><u>Class - 42 Desertion from Armed Forces of U.S. - Harboring such Deserters</u></p> <p>Cover enticing desertion from the Armed Forces and harboring of deserters (10 U.S.C. 808).</p> <p>In general, file consists of onvestigative reports, routine correspondence with United States Attorneys and federal agencies relating to violations of the nature described above.</p> <p>Dispose 10 years after close of case.</p>		
17.	<p><u>Class - 45 Crime on High Seas</u></p> <p>Covers misconduct of ship officers, 18 U.S.C. (Sec. 1115) piracy and privateering, 18 U.S.C. (Sec. 1651-1661) seduction of female passenger, 18 U.S.C. (Sec. 2198), stowaways on vessels or aircraft, 18 U.S.C. (Sec. 2199); destruction of vessels ; 18 U.S.C. (Sec. 2271-2276) and boarding vessels before arrival, 18 U.S.C. (Sec. 2279).</p> <p>In general, file consists of investigative reports, routine correspondence with United States Attorneys and federal agencies relting to violations of the nature described above.</p> <p>Dispose 10 years after close of case.</p>		
18.	<p><u>Class - 46 Fraud Against the Government</u></p> <p>The Department of Justice receives from each department and agency of Government, as those terms are defined in 18 U.S.C. 6, a reference for prosecutive evaluation of those instances of suspected malfeasance or corruption occuring in the programs they administer. Additionally, allegations of irregularities may be received from private citizens of the Congress. With the exception of inquiries</p>		

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19.	<p>conducted overseas by the military, stateside investigation is the primary responsibility of the Federal Bureau of Investigation. Whatever the nature of the program, grant in aid, contract of assistance, loan, subsidy, or recruitment of personnel, its criminal potential is determined by the United States Attorney.</p> <p>Aside from the initial receipt of the complaint, the substance of the Department file is reports of subsequent investigation. Where prosecution is initiated the file may also include motion papers, briefs and perhaps, pertinent opinions as well as correspondence with the United States Attorneys.</p> <p>After there has been a disposition of the criminal aspects of the case, it would seem that retention for a ten year period would afford ample opportunity for resolution of any ancillary civil issues or disposition of any inquiry made by a party in interest.</p> <p>Dispose 10 years after close of case unless transferred to FRC custody before July 1, 1975, and not identifiable as Criminal Division case files (dispose 15 years after close of case)</p> <p><u>Class - 47 Impersonation of Federal Officer</u></p> <p>Covers fraudulent use of various emblems and impersonations, 18 U.S.C. (Sec. 706, 707, 911-917).</p> <p>In general, file consists of copies of investigative reports and routine correspondence with United States Attorneys and with federal agencies relating to violations of the nature described above.</p> <p>Dispose 10 years after close of case.</p>		
20.	<p><u>Class - 48 Postal Violations</u></p> <p>Covers unlawful carriage, delay and obstruction of mail, 18 U.S.C. (Sec. 1691-1703) theft, burglary and robbery of</p>		

7 ITEM NO	8 DESCRIPTION OF ITEM (WITH INCLUSIVE DATES OR RETENTION PERIODS)	9 SAMPLE OR JOB NO	10 ACTION TAKEN
	<p>mail; 18 U.S.C. (Sec. 288, 1704-1713, 2114-2116); non-mailable matter, 18 U.S.C. (Sec. 1714-1718); employee defalcations and other frauds on the Postal Service, 18 U.S.C. (Sec. 1720-1734).</p> <p>In general, file consist of copies of investigative reports and routine correspondence with United States Attorneys and federal agencies relating to violations of the nature described above.</p> <p>Dispose 10 years after close of case.</p>		
21.	<p><u>Class - 49 Bankruptcy</u></p> <p>These matters involve, primarily, concealments, transfers in contemplation of bankruptcy and false statements in bankruptcy proceedings and are referred directly to the United States Attorney or the F.B.I. by referees, trustees, receivers or creditors. Thus the Department files consist mainly of referrals and F.B.I. reports in addition to memoranda reviewing declination of prosecution. To a minor extent there are letters to United States Attorneys who seek advice of trial prosecution and appeal.</p> <p>Dispose 10 years after close of case.</p>		
22.	<p><u>Class - 51 Offenses Against Public Justice Bribery & Perjury</u></p> <p>Covers betrayal of office, bribery, graft and conflict of interest (some 70 code sections deal with this subject which in general encompasses breach of trust or appearance thereof by Federal Officials or persons acting for organizations of Federal interest); contempt, 18 U.S.C. (Sec. 401, 402); obstruction of justice (some 20 code sections dealing with corruption or interference with the judicial and investigative processes); and perjury, 18 U.S.C. 1621, 1622 and about 20 other code sections dealing with special proceedings).</p> <p>In general, file consists of copies of reports of investigative and routine correspondence with United States Attorneys and federal agencies relating to violations of the nature described above.</p> <p>Dispose 10 years after close of case.</p>		

2. NO.	8 DESCRIPTION OF ITEM (WITH INCLUSIVE DATES OR RETENTION PERIODS)	9. SAMPLE OR JOB NO	10 ACTION
23.	<p><u>Class - 52 Theft of Government Property</u></p> <p>Covers theft and receipt of stolen United States propertya 18 U.S.C. (Sec. 285, 641, 1851-1852, 2112).</p> <p>In general, file consist of copies of investigative reports and routine correspondence with United States Attorneys and federal agencies relating to violations of the nature described above.</p> <p>Dispose 10 years after close of case.</p>		
24.	<p><u>Class - 54 Customs Violations</u></p> <p>Files under this classification contain reports of investigation, briefs and other court papers, Departmental memoranda and other documents relating to violations of both civil and criminal Customs laws. Many of the papers found in the Department files, except for internal Departmental memoranda and offers in compromise memoranda, are also kept in the files of the United States Attorney who litigates the case.</p> <p>Dispose 10 years after close of case.</p>		
25.	<p><u>Class - 55 Counterfeiting and Forgerya</u></p> <p>Covers counterfeiting and forgery of obligations of the United States and foreign countries, (Sec. 471-495): falsification and diminution of coins, (Sec. 331, 333) and falsification or forgery of variousaofficial documents, certificates, etc. (some 30 code sections).</p> <p>In general, file consist of copies of investigative reports and routine correspondence with United States Attorneys and federal agencies relating to violations of the nature described above.</p> <p>Dispose 10 years after close of case.</p>		

7 ITEM NO	8 DESCRIPTION OF ITEM (WITH INCLUSIVE DATES OR RETENTION PERIODS)	9 SAMPLER JOB NO	10 ACTION TAKEN
26.	<p><u>Class 56 Future Trading Act/Commodity Exchange Act</u></p> <p>Dispose 10 years after close of case unless transferred to FRC custody before July 1, 1975, and not identifiable as Criminal Division case files (dispose 15 years after close of case)</p> <p><u>Class - 57 Seed Grain Loans</u></p> <p>This class is apparently inactive.</p> <p>Dispose 10 years after close of case unless transferred to FRC custody before July 1, 1975, and not identifiable as Criminal Division case files (dispose 15 years after close of case).</p>		
27.	<p><u>Class - 58 Stockyards and Packers Act</u></p> <p>Files in this classification contain referrals from the Department of Agriculture of apparent violations of the Stockyards and Packers Act (7 U.S.C. 191 et seq.), together with pertinent investigative reports, suggested forms of informations and indictments, related inter-departmental and intra-departmental correspondence, court papers, and other documents. Many of these papers are duplicates of those in the files of the United States Attorneys who generally handle the actual trial of these cases.</p> <p>Dispose 10 years after close of case unless transferred to FRC custody before July 1, 1975, and not identifiable as Criminal Division case files (dispose 15 years after close of case).</p>		
28.	<p><u>Class - 59 Railroads, Transportation, ICC Acts</u></p> <p>Files under this classification contain copies of criminal referrals from the Interstate Commerce Commission, and the Department of Transportation to the appropriate United States Attorney involving violations of the Interstate Commerce Act, the Elkins Act, and 45 U.S.C. §§ 1-18, 23, 28-29, 32, 38-39, 62-63, 65-66, 71-73. They also contain investigative reports, proposed criminal informations and indictments, correspondence, legal memoranda, briefs and court papers, and case status reports. Many of these papers</p>		

7 ITEM NO.	8 DESCRIPTION OF ITEM (WITH INCLUSIVE DATES OR RETENTION PERIODS)	9 SAMPLING OR JOB NO.	10 ACTION TAKEN
	<p>are also kept in the files of the United States Attorney who litigates the case.</p> <p>Dispose 10 years after close of case unless transferred to FRC custody before July 1, 1975, and not identifiable as Criminal Division case files (dispose 25 years after close of case).</p>		
29.	<p><u>Class - 62 Obstruction to Navigation</u></p> <p>Files under this classification contain investigative reports, departmental memoranda, letters to federal agencies responsible for enforcing relevant regulations and letters to United States Attorneys regarding possible prosecution generally under Title 33, United States Code, Section 1, se seq.</p> <p>Dispose 10 years after close of case unless transferred to FRC custody before July 1, 1975, and not identifiable as Criminal Division case files (dispose 15 years after close of case).</p>		
30.	<p><u>Class - 63 Warehouse Act</u></p> <p>Files under this classification contain referrals from the Department of Agriculture and reports and papers concerning violations of 7 U.S.C. 270, the forgoing, altering, counterfeiting of falsely representing agricultural products that are or may be stored in warehouses. There is little litigation under this area.</p> <p>Dispose 10 years after close of case.</p>		
31.	<p><u>Class - 64 Lottery</u></p> <p>This classification covers approximately a dozen statutes most of which are listed on pages 62 and 63 of the May 1972 list of assignments of the Criminal Division. It covers a range of lottery related subject matter from prohibition against gambling activity by banking institutions to prohibitions on importing, interstate transportation, mailing or broadcasting of lottery information as well as interstate transportation of wagering paraphernalia. The bulk of this classification, assigned to the Organized Crime and Racketeering Section, is criminal in nature.</p>		

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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
	<p>In addition, four statutes, one covering importation of criminal matter including lottery tickets and one pertaining to lotter coupons on tobacco products invoking civil penalties and forfeitures are assigned to the Government Regulations Section.</p> <p>Dispose 10 years after close of case.</p>		
32.	<p><u>Class - 65 Motor Boat Act</u></p> <p>Files under this classification contain letters from the United States Coast Guard regarding violations of Title 46, U.S.C. Sec. 5269 et seq. and letters to the United States Attorneys regarding our views regarding such prosecution. There is little litigation in this area.</p> <p>Dispose 10 years after close of case.</p>		
33.	<p><u>Class - 67 Bail Bonds & Forfeitures</u></p> <p>Files under this classification contain letters and investigations pertaining to collection of bail bonds and forfeitures.</p> <p>Dispose 10 years after close of case (Cases transferred to custody of FRC prior to July 1, 1975, and not identifiable as Criminal Div. cases must be retained for 15 years)</p>		
34.	<p><u>Class - 68 Federal Farm Loan Act</u></p> <p>This class is inactive.</p> <p>Dispose 10 years after close of case. (Cases which have been transferred to FARC and are not identifiable as Criminal Division case files must be retained for 15 years)</p>		
35.	<p><u>Class - 71 Neutrality</u></p> <p>Records consist of cases involving internal security statutes that prohibit, inter alia, private correspondence with foreign governments, enlistments in foreign service, or expedition against a friendly nation. The material in such files is similar to that in other criminal files, including investigative reports, pleadings and correspondence. These records are of great historical interest.</p> <p>Dispose 10 years after close of case.</p>		

115-203

Four copies, including original, to be submitted to the National Archives

STANDARD FORM 115-A

Revised July 1974

Prescribed by General Services

Administration

FPMR (41 CFR) 101-11.4

GPO : 1974 O - 579-387

7 ITEM NO	8 DESCRIPTION OF ITEM (WITH INCLUSIVE DATES OR RETENTION PERIODS)	9 SAMPLE OR JOB NO	10 ACTION TAKEN
36.	<p><u>Class - 72 Election Frauds - Hatch Act, Corrupt Practices & Anti Lobbying</u></p> <p>The Public Integrity Section has supervisory jurisdiction over the Federal Election statutes. The Internal Security Section has supervisory jurisdiction over the Federal Regulation of Lobbying Act. With respect to all matters arising under these statutes, the Federal Bureau of Investigation is authorized to conduct investigations into possible violations of law.</p> <p>The "Hatch Act" is administered by the U.S. Civil Service Commission.</p> <p>Matters come to the attention of the above sections through information provided by citizens, Members of the House and Senate, news media, as well as reports from various Federal agencies. The newly created Federal Elections Commission is expected to refer numerous matters to the Public Integrity Section for its attention. Upon receipt of a matter in the Public Integrity Section, it is assigned to an Attorney who reviews it and thereafter recommends either that it be "closed" or that litigation is warranted.</p> <p>Dispose 15 years after close of case.</p>		
37.	<p><u>Class - 73 Oleomargarine Act</u></p> <p>In the last 15 years apparently only one file with this classification has been made. It contained correspondence from a United States Attorney regarding a possible violation of the Act. Any of the files made before 1960, or any which will be made in the future, would probably be similar.</p> <p>Dispose 10 years after close of case.</p>		
38.	<p><u>Class - 79 Tick Eradication</u></p> <p>These files contain correspondence with the Department of Agriculture pertaining to 21 U.S.C. 101 and 114a relative to the control and eradication of communicable diseases, including those caused by cattle ticks in situations approaching an emergency, and related papers. There has been little activity under this classification during the past decade.</p> <p>Dispose 10 years after close of case.</p>		

7 ITEM NO	8 DESCRIPTION OF ITEM (WITH INCLUSIVE DATES OR RETENTION PERIODS)	9 SAMPLE OR JOB NO	10 ACTION TAKEN
39.	<p><u>Class - 80 Firearms Act</u></p> <p>Covers provisions for licensing and control of firearms dealers (Sec.921-928) and limitations on receipt, possession or transportation of firearms (18 U.S.C. App. 1201-1203) and provisions in 26 U.S.C. 4181 et. seq. for taxation as to firearms.</p> <p>In general, file consists of copies of investigative reports and routine correspondence with United States Attorneys and with federal agencies relating to violations of the nature described above.</p> <p>Dispose 10 years after close of case.</p>		
40.	<p><u>Class - 82 Communications Act</u></p> <p>Files under this classification contain allegations, investigative reports and requests for prosecution from the Federal Communications Commission, citizen and congressional correspondence, Department memoranda, and other documents concerning violations of the Federal Communications Act, Title 7, United States Code. Most of this material is also in files of the United States Attorneys.</p> <p>Dispose 10 years after close of case unless transferred to FCC custody before July 1, 1975, and not identifiable as Criminal Division case files (dispose 25 years after close of case).</p>		
41.	<p><u>Class - 83 Longshoremen's Act</u></p> <p>Files under this classification contain papers and communication concerning criminal violations of the longshoremen's and Harbor Workers' Compensation Act. Since there is little criminal litigation in this area, material consists mainly of correspondence.</p> <p>Dispose 10 years after close of case.</p>		
42.	<p><u>Class - 84 Extortion, Blackmail</u></p> <p>This classification covers approximately eleven statutes. All of the statutes are criminal in nature and the bulk of them come under the jurisdiction of the General Crimes Section. The remaining statutes pertaining to extortionate credit transactions are administered by the Organized Crime and Racketeering Section.</p>		

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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
	<p>Matters under the jurisdiction of the General Crimes Section are generally handled directly by the United States Attorneys, the Department files would not necessarily be complete.</p> <p>Dispose 10 years after close of case unless transferred to FRC custody before July 1, 1975, and not identifiable as Criminal Division case files (dispose 15 years after close of case).</p>		
43.	<p><u>Class - 85 Produce Agency Act</u></p> <p>Files under this classification are composed of correspondence, requests from the Department of Agriculture for prosecutive opinions by this Department, referrals to United States Attorneys, proposed informations and indictments court papers, and other documents relating to violations of the Produce Agency Act (7 U.S.C. 491 et seq.). There has been little activity under this classification during the past decade.</p> <p>Dispose 10 years after close of case.</p>		
44.	<p>Class 86 (See next page)</p>		
45.	<p><u>Class - 87 Franking Act</u></p> <p>Covers prohibitions against use of penalty mail, 18 U.S.C. (Sec. 1719).</p> <p>In general, the file consists of copies of investigative reports, routine correspondence with United States Attorneys and federal agencies relating to violations of the nature described above.</p> <p>Dispose 10 years after close of case.</p>		
46.	<p><u>Class - 88 Air Traffic Act - Civil Aeronautics</u></p> <p>Files under this classification contain referral letters, briefs and other court papers, requests for advice or guidance from United States Attorneys and responses thereto, citizen letters and responses thereto, legal memoranda and other miscellaneous correspondence regarding civil and criminal violations of the Federal Aviation Act. This classification includes matters arising under the portions of the Act administered by the Civil Aeronautics Board and the Federal Aviation Administration. Many of these papers are also kept in the files of the United States Attorney who litigates the case.</p>		

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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
44.	<p><u>Class 86 - Federal Seed Act (Misbranding)</u></p> <p>Files under this classification are composed of correspondence, requests from the Department of Agriculture for prosecutive opinion, referrals to U.oS. Attorneys, proposed information and indictments, court papers, and other documents relating to violation of the Federal Seed Act, 7 U.S.C. (1551 - 1610)</p> <p>Dispose 10 years after close of case.</p>		

7 ITEM NO	8 DESCRIPTION OF ITEM (WITH INCLUSIVE DATES OR RETENTION PERIODS)	9 SAMPLE OR JOB NO	10 ACTION TAKEN
47.	<p>Dispose 10 years after close of case unless transferred to FRC custody before July 1, 1975, and not identifiable as Criminal Division case files (dispose 15 years after close of case).</p> <p><u>Class - 89 Federal Aid Highway Frauds</u></p> <p>The Federal Highway Administration makes criminal referrals directly to the United States Attorney with copies of the referral material to the Department. The Department file would contain a copy of the referral letter, any exhibits attached and any correspondence from the Department to the United States Attorney, should our advice be sought on any aspect of the investigation.</p>		
48.	<p>Dispose 10 years after close of case unless transferred to FRC custody before July 1, 1975, and not identifiable as Criminal Division case files (dispose 15 years after close of case).</p> <p><u>Class -90 Lands Classifications</u></p> <p>As to Criminal Division this class is further classified into File Nos.: 90-1, "Outer Continental Shelf Lands Act;" 90-1-7, Crimes in National Parks, public buildingd, and on Federal reservations (various provisions in title 16 and 40 U.S.C. plus assimilative Crimes Act, Sec. 13, and arson, assault, maiming homicide, malicious mischief, rape and carnal knowledge, 18 U.S.C. Secs. 13, 81, 113, 114, 661, 662, 1111-1113, 1363, 2031, 2032); 90-1-12, protection of wild horses (16 U.S.C. 1338) use of aircraft for hunting (Sec. 47) various forms of waste (43 U.S.C. 315, 316, 1061-1064, 1096); 90-2 crimes on Indian reservations, 19 U.S.C. (Sec. 1151-1165); and 90-3, embracing some 30 provisions of Title 16 for the protection of fish and wildlife.</p> <p>In general, the file consists of copies of investigative reports, routine correspondence with United States Attorneys and federal agencies relating to violations of the nature described above.</p> <p>Dispose 10 years after close of case unless transferred to FRC custody before July 1, 1975, and not identifiable as Criminal Division case files (dispose 25 years after close of case).</p>		

7 ITEM NO.	8 DESCRIPTION OF ITEM (WITH INCLUSIVE DATES OR RETENTION PERIODS)	9 SAMPLE OR JOB NO.	10 ACTION TAKEN
49.	<p><u>Class - 91 Federal Conservation and Regulation of Resources</u></p> <p>Files under this classification contain referrals from other agencies concerning criminal violations of the Natural Gas Act, 15 U.S.C. 717k and t, and the Federal Power Act, 16 U.S.C. 8250. There is little litigation under these areas and materials consist mainly of investigative reports and departmental memoranda.</p> <p>Dispose 10 years after close of case unless transferred to FRC custody before July 1, 1975, and not identifiable as Criminal Division case files (dispose 15 years after close of case).</p>		
50.	<p><u>Class - 93 Habeas Corpus</u></p> <p>Files under this classification contain briefs of prisoners in prison under writ of habeas corpus.</p> <p>Dispose 10 years after close of case unless transferred to FRC custody before July 1, 1975, and not identifiable as Criminal Division case files (dispose 15 years after close of case)</p>		
51a	<p><u>Class - 95 Miscellaneous Criminal Cases</u></p> <p>Covers violations of the District of Columbia Code, crimes on vessels of United States registry and the like on the high seas (see crimes listed under 90-1-7, crimes on Federal reservations, also false pretenses and gambling ships, 18 U.S.C. (Sec. 1025, 1081, 1084); gambling devices (15 U.S.C. 1171-1178, Sec. 1306, 1955, and 26 U.S.C. 4461-4463), train wrecking (Sec. 1992).</p> <p>In general, the file consists of copies of investigative reports, routine correspondence with United States Attorneys and federal agencies relating to violations of the nature described above.</p> <p>Dispose 10 years after close of case unless transferred to FRC custody before July 1, 1975, and not identifiable as Criminal Division case files (dispose 15 years after close of case).</p>		

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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
52.	<p><u>Class - 95-100 Extradition</u></p> <p>Files under this classification contain requests by foreign governments for the extradition of fugitives from the United States to foreign countries and requests by United States Attorneys for the extradition of fugitives to the United States from foreign countries. The papers include documents in support of extradition, correspondence, briefs and other court papers. Some of these files include correspondence from the Department of State concerning pending extradition treaty negotiations, or relate to the return of fugitives by methods other than extradition, e.g., revocation of passport privileges pursuant to 22 C.F.R. 51.70 (a)(1) and 51.71 (a). Some of these papers may be included in the files of the United States Attorneys and/or the Department of State. These may be of precedential value in future dealings with foreign countries in extradition matters. They may also have historical or other research value.</p> <p>Dispose 20 years after close of case.</p>		
53.	<p><u>Class - 96 Tobacco Statistics Act</u></p> <p>Files under this classification include reports and communications concerning criminal violations of 7 U.S.C. 503, and referrals by the Department of Agriculture. Where litigation is handled by the United States Attorney, many of these records are duplicates of files kept by the United States Attorney.</p> <p>Dispose 10 years after close of case.</p>		
54.	<p><u>Class - 97 Obscene Literature</u></p> <p>Files under this classification consist of reports of investigations, briefs and other court papers, and departmental memos concerning violations of 18 U.S.C. 1461d 1462, 1465 (transportation, either through mail or in interstate commerce, of obscene material). Even where the litigation is handled by department attorneys, many of the papers in the Department's files are also kept in the files of the United States Attorney's office where the case is situated. Appellate litigation is very important in this area, and it is sometimes helpful to refer to past cases and information in their files during current litigation.</p>		

7 ITEM NO	8 DESCRIPTION OF ITEM (WITH INCLUSIVE DATES OR RETENTION PERIODS)	9 SAMPLE OR JOB NO	10 ACTION TAKEN
55.	<p>Dispose 10 years after close of case.</p> <p><u>Class - 99 Federal Escape Act</u></p> <p>Covers escape and rescue or concealment or instigating escape of Federal prisoners, 18 U.S.C. (Sec. 751-755) or similar activities as to narcotics hospital patients (42 U.S.C. 261, 3245).</p> <p>In general the file consists of copies of investigative reports, routine correspondence with United States Attorneys and federal agencies relating to violations of the nature described above.</p> <p>Dispose 10 years after close of case.</p>		
56.	<p><u>Class - 100 Extradition</u></p> <p>See Class - 95-100.</p> <p><u>Class - 105 Reconstruction Finance Corporation</u></p> <p>This file is inactive.</p> <p>Dispose 10 years after close of case unless transferred to FRC custody before July 1, 1975, and not identifiable as Criminal Division case files (dispose 15 years after close of case).</p>		
57.	<p><u>Class - 106 Agriculture Marketing Agreement Act</u></p> <p>Files under this classification consist of recommendations by the Department of Agriculture for prosecution of violations of the Agriculture Marketing Agreement Act (7 U.S.C. 601 et seq.), investigative reports in support of these recommendations, prosecution opinions by the Department of Justice, suggested forms for filing informations and indictments, court papers, and related documents. In cases handled directly by the United States Attorneys, these records are often duplicates of files kept by them.</p> <p>Dispose 10 years after close of case unless transferred to FRC custody before July 1, 1975, and not identifiable as Criminal Division case files (dispose 15 years after close of cases).</p>		

7 ITEM NO.	8 DESCRIPTION OF ITEM (WITH INCLUSIVE DATES OR RETENTION PERIODS)	9 SAMPLE OR JOB NO	10 ACTION TAKEN
58.	<p><u>Class - 107 Perishable Commodity Act</u></p> <p>These files are essentially the same as those described in the preceding paragraph under classification number 107 except that the violations under this classification relate to the Perishable Commodity Act (7 U.S.C. 49a et seq.)</p> <p>Dispose 10 years after close of case unless transferred to FRC custody before July 1, 1975, and not identifiable as Criminal Division case files (dispose 15 years after close of case)</p>		
59a	<p><u>Class - 109 Kidnapping-Lindbergh Act</u></p> <p>Covers kidnapping in interstate commerce, within the special and maritime and aircraft jurisdiction and of foreign officials and official guests as well as dealing in ransom money, 18 U.S.C. (Sec. 1201d, 1202)d</p> <p>In general the file consists of copies of investigative reports, routine correspondence with United States Attorneys and federal agencies relating to violations of the nature described above.</p> <p>Dispose 10 years after close of case.</p>		
60a	<p><u>Class - 111 Federal Home Loan Bank</u></p> <p>These cases involve misapplication or embezzlement of the funds of savings and loan associations insured by the Federal Deposit Insurance Corporations by officers, agents, or employees of such saving and loan associations- false entries in the books or records of said savings and loan associations and false statements made by customers of said savings and loan associations. To influence their actions, these matters are referred directly to United States Attorneys by the FDIC or the Comptroller of the Currency and investigated by the F.B.I. While we receive copies of all referrals at the present time, we only receive investigative reports where the amount is over \$50,000. In view of the direct referral procedure there is little documentation in the Department file other than the original referral in 90% of the matters. In the remainder, F.B.I. reports will be included in addition to a</p>		

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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
61a	<p>review memorandum where prosecution was declined. In less than 5% of the matters there may be additional material such as when United States Attorney sought advice as to prosecution, trial or appeal</p> <p>Dispose 10 years after close of case. (Cases transferred to FRC custody before July 1, 1975, and not identifiable as Criminal Division case files must be retained for 15 years)</p> <p><u>Class - 112 Gold Reserve Act</u></p> <p>Files under this classification contain allegations, reports of investigation, court papers, Departmental memoranda, and correspondence with the Department of the Treasury. Many are duplicates of those kept in the files of the litigating United States Attorneys.</p> <p>Dispose 10 years after close of case.</p>		
62a	<p><u>Class - 113 Securities Cases</u></p> <p>The Department of Justice receives referrals from the Securities and Exchange Commission of matters involving possible violations of the provisions of the Securities Act of 1933 and the Securities Exchange Act of 1934, and occasionally violations of other statutes administered by the Commission. Typically, such referrals involve allegations of fraud, sales of unregistered securities and violations of various reporting requirements. Such matters also frequently involve parallel mail fraud violations, interstate transportation of money taken by fraud, and tax violations.</p> <p>Most securities cases are prosecuted by the affected United States Attorney's office. In such cases, the files in the Department consist either of a criminal reference report or notification of a referral of files, correspondence with the Commission and the United States Attorney and summary prepared in the Department or by the Commission. The files may also contain copies of the indictment, other pleadings, briefs on appeal, and investigative reports from other agencies typically the Postal Inspection Service. In the event the United States Attorney declines prosecution, the file will also contain memoranda and correspondence reflecting his decision.</p> <p>A significant number of securities cases are prosecuted directly from Washington by Department attorneys. In such</p>		

7 ITEM NO.	8 DESCRIPTION OF ITEM (WITH INCLUSIVE DATES OR RETENTION PERIODS)	9 SAMPLE OR JOB NO	10 ACTION TAKEN
	<p>cases, the files will contain the foregoing materials, and additionally may also contain copies of grand jury transcripts, copies of exhibits, attorney work products, and appellate motions and briefs.</p> <p>A retention period of 10 years following disposition of the criminal aspect of a securities case would afford ample time for resolution of parallel civil cases, or inquiries from other parties in interest.</p> <p>Dispose 10 years after close of case.</p>		
63.	<p><u>Class - 116 Farm Credit Administration</u></p> <p>Dispose 10 years after close of case.</p>		
64.	<p><u>Class - 117 Public Works Administration</u></p> <p>Dispose 10 years after close of case unless transferred to FRC custody before July 1, 1975, and not identifiable as Criminal Division case files (dispose 15 years after close of case).</p>		
65.	<p><u>Class - 120 Commodity Credit Corporation</u></p> <p>Dispose 10 years after close of case unless transferred to FRC custody before July 1, 1975, and not identifiable as Criminal Division case files (dispose 15 years after close of case).</p>		
66.	<p><u>Class - 121 Kickback from Public Works Employees</u></p> <p>The bulk of records in this type of case consist of results of Federal Bureau of Investigation inquiry into complaints made by former and present employees of a public works contractor. The United States Attorney evaluates its criminal potential.</p> <p>Dispose 10 years after close of case.</p>		
67.	<p><u>Class - 122 National Stolen Property Act</u></p> <p>Covers transportation of stolen goods and counterfeit securities in interstate commerce, 18 U.S.C. (Sec. 2314, 2315)d</p>		

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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
68.	<p>In general, the file consists of copies of investigative reports and routine correspondence with U.S. Attorneys and with federal agencies relating to violations of the nature described above.</p> <p>Dispose 10 years after close of case</p> <p><u>Class - 123 Anti-Racketeering Act</u></p> <p>Files under this classification contain allegations, reports of investigation, briefs and other court papers, Departmental memoranda and other documents concerning violations of the Hobbs Act (18 U.S.C. 1951). Many of these papers are also kept in the files of the U. S. Attorney who litigates the case. Since this statute also concerns extortion under color of official right in political corruption cases, these files may be of historical interest. NOTE: Also included here are all cases handled by Strike Force Offices of the Criminal Division's Organized Crime & Racketeering Section.</p> <p>Dispose 10 years after close of case.</p>		
69.	<p><u>Class - 124 Railway Labor Act</u></p> <p>Files under this classification contain papers and communications concerning certain criminal violations of the Railway Labor Act. Since there is little criminal litigation under this statute, much of the material consists of various allegations from outside sources and the Department's investigations thereof and responses thereto.</p> <p>Dispose 10 years after close of case.</p>		
70.	<p><u>Class - 125 Killing or Assaulting Federal Officer</u></p> <p>Covers assaulting, impeding, or killing designated Federal personnel, 18 U.S.C. Sec. 111, 245 C (b)(1)(A), 351, 372, 1114, 2231, 7 U.S.C. Sec. 87, 21 U.S.C. Sec. 463, 675.</p> <p>In general, the file consists of copies of investigative reports and routine correspondence with U.S. Attorneys and with federal agencies relating to violations of the nature described above</p> <p>Dispose 10 years after close of case.</p> <p>However, it should be noted that file number 125-35-6 relates to the attempted assassination of Governor Wallace by Arthur A. Bremar and should be set aside for permanent preservation because of its historical interest of case</p>		

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7. 7.10.	8 DESCRIPTION OF ITEM (WITH INCLUSIVE DATES OR RETENTION PERIODS)	9 SAMPLE OR JOB NO	10 ACTION T.
71.	<p><u>Class - 126 Fugitive Felon Act</u></p> <p>Covers unlawful flight in interstate commerce to avoid a felony prosecution of giving testimony in connection therewith, 18 U.S.C. (Sec. 1073, 1074).</p> <p>In general, the file consists of copies of investigative reports and routine correspondence with United States Attorneys and with federal agencies relating to violations of the nature described above.</p> <p>Dispose 10 years after close of case.</p>		
72.	<p><u>Class - 127 Harboring Felons (Except Deserters)</u></p> <p>Covers the harboring or concealment of felons for whom a federal warrant has issued, 18 U.S.C. (Sec. 1071)</p> <p>In general, the file consists of copies of investigative reports and routine correspondence with United States Attorneys and with federal agencies relating to violations of the nature described above.</p> <p>Dispose 10 years after close of case.</p>		
73.	<p><u>Class - 128 Connally Hot Oil Act</u></p> <p>Files under this classification contain papers and communications concerning criminal violations of this Act through interstate transportation of contraband petroleum products, 15 U.S.C. 715-715j. Since there is little criminal litigation under this statute, much of the material consists of various allegations from outside sources and Department responses thereto.</p> <p>Dispose 10 years after close of case.</p>		
74.	<p><u>Class - 129 President Classification</u></p> <p>Covers threats against the President, assassination, and trespass to temporary residence, 18 U.S.C. (Sec. 871, 1751, 1752)</p>		

7. NO.	8 DESCRIPTION OF ITEM (WITH INCLUSIVE DATES OR RETENTION PERIODS)	9 SAMPLER JOB NO	10 ACTION
	<p>In general, the file consists of copies of investigative reports and routine correspondence with United States Attorneys and with federal agencies relating to violations of the nature described above.</p> <p>Dispose 10 years after close of case except file numbers 129-11 and 129-012-3 contain materials relating to the assassinations of President John F. Kennedy, Senator Robert Kennedy, Martin Luther King and Governor George Wallace and should be set aside for permanent preservation because of their historical value.</p>		
75.	<p><u>Class - 131 Interstate Transportation of Prison Made Goods</u></p> <p>Files under this classification contain letters of inquiry from other agencies; members of Congress, State officials; and private citizens with respect to the scope of this Act. There has never been a criminal case brought under the Act. The files do reflect, though, the evolution of thought is penology and in the Department's approach to this Act. These files therefore may be of some historical interest.</p> <p>Dispose 10 years after close of case.</p>		
76.	<p><u>Class - 133 Public Utility Holding Company Act</u></p> <p>This classification is inactive.</p> <p>Dispose 10 years after close of case.</p>		
77.	<p><u>Class - 134 National Labor Relations Act</u></p> <p>Files under this classification include papers concerning violations of 29 U.S.C. 162, interference with members or agents of the National Labor Relations Board. Since there is little litigation under this area, material consists mainly of investigative reports.</p> <p>Dispose 10 years after close of case unless transferred to FRC custody before July 1, 1975, and not identifiable as Criminal Division case files (dispose 25 years after close of case).</p>		

7 ITEM NO.	8 DESCRIPTION OF ITEM (WITH INCLUSIVE DATES OR RETENTION PERIODS)	9 SAMPLE OR JOB NO.	10 ACTION TAKEN
78.	<p><u>Class - 135 Halibut Act</u></p> <p>A review of records shows that we have had only two files with this classification made in the last 10 years. Both only contained correspondence from United States Attorney's offices relating to cases which had been referred to them. All files made prior to 1960, or any which may be made in the future, would probably be similar.</p> <p>Dispose 10 years after close of case.</p>		
79.	<p><u>Class - 136 Farm Security, Rural Rehabilitation & Soil Conservation Loans (FIRA)</u></p> <p>Dispose 10 years after close of case.</p>		
80.	<p><u>Class - 137 Social Security Act</u></p> <p>The Social Security Administration refers cases directly to the United States Attorney. Where prosecution is recommended, both the United States Attorney and the Department receive copies of the investigative report including exhibits. The Department file would contain referral letters, any exhibits and any correspondence by the Department with the United States Attorney.</p> <p>Dispose 10 years after close of case unless transferred to FRC custody before July 1, 1975, and not identifiable as Criminal Division case files (dispose 15 years after close of case).</p>		
81a	<p><u>Class - 139 Interstate Transportation of Strikebreakers</u></p> <p>Files in this classification consist of reports of investigation, Departmental memoranda, court papers and other documents concerning violations of 18 U.S.C. 1231e. Where litigation is handled by the United States Attorneys, many of these records are duplicates of files kept by the United States Attorneys.</p> <p>Dispose 10 years after close of case.</p>		
82a	<p><u>Class - 141 Merchant Seamen</u></p> <p>Files in this classification contain reports of investigation conducted by U.S. Coast Guard on Merchant Seamen; false papers, etc.</p>		

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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
83.	<p>Dispose 10 years after close of case</p> <p><u>Class - 143 Fair Labor Standards Act</u></p> <p>Files under this classification consists of complaints from outside sources, reports of investigation, Departmental memoranda, court papers and other documents concerning violations of the minimum wage law and other provisions of the Fair Labor Standards Act</p> <p>Dispose 10 years after close of case unless transferred to FRC custody before July 1, 1975, and not identifiable as Criminal Division case files (dispose 15 years after close of case)</p>		
84.	<p><u>Class - 146 World War II Classification</u></p> <p>Records consist of cases involving a large number of statutes in the internal security area. They include such serious matters as espionage, treason, sedition, and sabotage. Action in these cases usually is handled by the Department of Justice in Washington, rather than by the U.S. Attorney for the district where the violation occurs. These cases usually are appealed.</p> <p>A substantial part of the material involved is investigative reports, inter and intra-office correspondence, public mail and copies of pleadings.</p> <p>Many of the matters in these records are of substantial historical interest, and the Department has received numerous requests for access to these records pursuant to the Freedom of Information Act.</p> <p>Dispose 10 years after close of case unless transferred to FRC custody before July 1, 1975, and not identifiable as Criminal Division case files (dispose 15 years after close of case)</p>		
85.	<p><u>Class - 147 Food Stamp Act</u></p> <p>Dispose 10 years after close of case unless transferred to FRC custody before July 1, 1975, and not identifiable as Criminal Division case files (dispose 15 years after close of case)</p>		

7 ITEM NO	8 DESCRIPTION OF ITEM (WITH INCLUSIVE DATES OR RETENTION PERIODS)	9 SAMPLE OR JOB NO	10 ACTION TAKEN
86.	<p><u>Classd- 149 Foreign Agents Registration Act</u></p> <p>This file pertains to registrations filed under the Act. The files contain duplicate copies of registration statements which are also maintained by the Registration Unit, or the Internal Security Section, FBI reports, and copies of correspondence with registrants. These records are of little or no historical interest.</p> <p>Dispose 10 years after close of case.</p>		
87.	<p><u>Class - 151 World War II Veterans Matters</u></p> <p>Dispose 10 years after close of case unless transferred to FRC custody before July 1, 1975, and not identifiable as Criminal Division case files (dispose 15 years after close of case).</p>		
88.	<p><u>Class - 153 Federal State Relations</u></p> <p>Covers Youth Corrections Act and Juvenile Delinquency, 18 U.S.C. (Sec. 5005-5037).</p> <p>In general, file consists of copies of investigative reports and routine correspondence with United States Attorneys and with federal agencies relating to violations of the nature described above.</p> <p>Dispose 10 years after close of case.</p>		
89.	<p><u>Class - 155 Rules of Criminal Procedure</u></p> <p>Files under this classification contain policy memorandums re criminal procedures etc.</p> <p>Dispose 10 years after close of case.</p>		
90.	<p><u>Class - 156 Labor Management Relations Act</u></p> <p>Files under this classification contain allegations, reports of investigation, referrals from the Department of Labor, court papers and other documents, many of which are duplicates of those kept in the files of the litigating United States Attorneys, which concern violations of the Taft-Hartley Act by individuals, employers and labor organizations.</p>		

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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
91.	<p>Dispose 10 years after close of case unless transferred to FRC custody before July 1, 1975, and not identifiable as Criminal Division case files (dispose 15 years after close of case)</p> <p><u>Class - 158 Internal Security Act of 1950</u></p> <p>Records pertaining to the Internal Security Act of 1950, include cases involving the communication of classified information by a Government officer or employee, and the receipt of classified information by a foreign agent.</p> <p>The material included in these records is similar to that in the Class 146 records in that they are of historical interest.</p> <p>It should also be noted that file numbers 129-11, 129-012-3, 145-12-97, 44-4-8-0, 146-1-43-199, 146-1-13-0, and 125-35-6 contain materials relating to the assassinations of President John F. Kennedy, Senator Robert Kennedy, Martin Luther King and Governor George Wallace and should be set aside for permanent preservation because of their historical value.</p> <p>Destroy 10 years after close of case.</p>		
92.	<p><u>Class - 159 Gambling Device Controls</u></p> <p>This classification covers provisions of the Gambling Devices Act of 1962 as well as statutes pertaining to the Gambling ship operations. The code provisions involved in the Gambling Devices Act cover registration and record keeping provisions with a five year retention requirement. Both criminal and civil forfeiture penalties are applicable.</p> <p>The gambling ship code section involve criminal, forfeiture and civil penalty and,lien provisions. These statutes are all administered by the Organized Crime and Racketeering Section.</p> <p>With the exception of registrations under the Gambling Devices Act the matters involved are direct referral cases to the U. S. Attorneys with incomplete Departmental files.</p> <p>Dispose 10 years after close of case.</p>		

115-203

Four copies, including original, to be submitted to the National Archives

STANDARD FORM 115-A
Revised July 1974
Prescribed by General Services
Administration
FPMR (41 CFR) 101-11.4

7 ITEM NO	8 DESCRIPTION OF ITEM (WITH INCLUSIVE DATES OR RETENTION PERIODS)	9 SAMPLE OR JOB NO	10 ACTION TAKEN
93.	<p><u>Class - 160 Wagering Occupational Tax</u></p> <p>The classification covers Internal Revenue Code provisions pertaining to coin operated gambling devices and to excise and occupational tax on wages. There are both criminal and civil forfeiture provisions pertaining to these Internal Revenue Service code provisions.</p> <p>In addition, this classification covers interstate transmission of wagering paraphernalia. Both of these statutes involve criminal sanctions, but in addition the former (18 U.S.C. 1084 (d) also covers discontinuation of communications services with injunctive relief available.</p> <p>All are administered by the Organized Crime and Racketeering Section and with the exception of the communication cut off sanction which must be cleared by the Assistant Attorney General, all are direct referral matters.</p> <p>Dispose 10 years after close of case.</p>		
94.	<p><u>Class - 161 Jenkins Tobacco Tax Act</u></p> <p>Files under this classification include papers concerning violations of 15 U.S.C. §§ 375-378. This material consists primarily of F.B.I. reports and correspondence.</p> <p>Dispose 10 years after close of case.</p>		
95.	<p><u>Class - 162 Federal Employees Group Life Insurance Act of 1954</u></p> <p>Dispose 10 years after close of case unless transferred to FRC custody before July 1, 1975, and not identifiable as Criminal Division case files (dispose 15 years after close of case).</p>		
96.	<p><u>Class - 164 Interstate Transmission of Wagering Information as well as Sports Bribery</u></p> <p>This classification seems to overlap classification 160 in the area of interstate transmission of wagering information. The classification distinction of 18 U.S.C. 1084 seems to be based on how the report happens to be entitled, i.e.,</p>		

7 ITEM NO	8 DESCRIPTION OF ITEM (WITH INCLUSIVE DATES OR RETENTION PERIODS)	9 SAMPLE OR JOB NO	10 ACTION TAKEN
	<p>if it is merely headed wagering information it would go in the 160 category but if it is headed interstate transmission of wagering information it would receive the 164 classification. According to the records classification this latter is the more commonly used classification. As indicated this provision is both criminal and civil Sports bribery is a criminal statute. With the exception noted under 160 for the 18 U.S.C. 1084 (d) (Communications Service Discontinuation) all are direct referral matters with incomplete Departmental files.</p> <p>Dispose 10 years after close of case.</p>		
97.	<p><u>Class - 165 Interstate and Foreign Travel or Transportation in Aid of Racketeering Enterprises</u></p> <p>This classification covers both 18 U.S.C. 1952, the I.T.A.R. statute, which is criminal, and 18 U.S.C. 1955 pertaining to an illegal gambling business, which has both criminal and civil forfeiture provisions. They are direct referral matters with incomplete Departmental files and a ten year retention period is sufficient.</p> <p>Dispose 10 years after close of case.</p>		
98.	<p><u>Class - 177 Interception of Communications</u></p> <p>Covers use of electronic surveillance devices to intercept wire or oral communications and manufacture, distribution and advertisement of such devices, 18 U.S.C. (Sec, 2510-2520).</p> <p>In general the file consists of copies of investigative reports and routine correspondence relating to violations of the nature described above.</p> <p>Dispose 10 years after close of case.</p>		
99.	<p><u>Class - 178 - Black Lung</u></p> <p>Dispose 10 years after close of case unless transferred to ERC custody before July 1, 1975, and not identifiable as Criminal Division case files (dispose 15 years after close of case).</p>		

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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
100.	<p><u>Class - 179 Federal Coal Mine Health and Safety Act.</u></p> <p>Files in this classification contain papers concerning civil and criminal violations of this Act, including referral letters, briefs and other court papers, requests for assistance and guidance by United States Attorneys and responses, and other miscellaneous correspondence. Since most of this litigation is handled by the United States Attorneys, many of these records are duplicates of files kept by them.</p> <p>Dispose 10 years after close of case.</p>		
101.	<p><u>Class - 182 International Judicial Assistance in Criminal Matters.</u></p> <p>These files contain copies of letters rogatory, cablegrams, and related correspondence stemming from requests from United States Attorneys for the assistance of foreign judiciaries in obtaining the testimony of witnesses and the production of documents located in foreign countries for use in connection with grand jury investigations and criminal trials in federal district courts. Some of this material is duplicated in Department of State files.</p> <p>Dispose 10 years after close of case.</p>		
102.	<p>Class 191 (See next page).</p>		
103.	<p><u>Class - 118982 Diplomatic Immunity or Sovereign Immunity</u></p> <p>Files under this classification contain policy and applications or interpretations.</p> <p>Dispose 10 years after close of case.</p>		
104.	<p><u>Class - 84381 Immunity</u></p> <p>Files under this classification contain requests for immunities and responses.</p> <p>Dispose 10 years after close of case.</p>		
105o	<p><u>Class - 223076 Occupational Safety and Health Act</u></p> <p>Files under this classification contain recommendations from the Department of Labor that criminal proceedings be instituted for violation of the Occupational Safety and Health Act. They also contain investigative reports, reports of laboratory analysis, proposed criminal informations, correspondence with the appropriate United States Attorney's office, legal memoranda, briefs and other court papers. Many of these papers are also kept</p>		

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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
102s	<p><u>Class 191 - Bribery of Foreign Nationals by Domestic Transinternational Corporations</u></p> <p>Covers bribery of foreign nationals by domestic Transinternational Corporation and is covered by the Federal Corrupt Practices Act, 15 U.S.C. (ddl.d)s</p> <p>Dispose 10 years after close of cases</p>		

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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
	<p>in the files of the United States Attorney who litigates the case.</p> <p>Dispose 10 years after close of case.</p>		
106.	<p><u>Class - 235460 Railroad Retirement</u></p> <p>Files under this classification contain reports of investigations of Fraud under the Railroad Unemployment Insurance Act.</p> <p>Dispose 10 years after close of case unless transferred to FRC custody before July 1, 1975, and not identifiable as Criminal Division case files (dispose 15 years after close of case).</p>		
107.	<p><u>Class - 186 Public Integrity</u></p> <p>This classification covers all violations of federal laws which deal with the misuse of or misconduct in office by public servants. Statutes covered by this classification are:</p> <p>7 U.S.C. 87b(a)(7), 87b(a)(11), 87f(g), 472, 610(g), 1986, 2619(c), 2623, 2706,</p> <p>13 U.S.C. 211, 212, 213, 214,</p> <p>15 U.S.C. 50 (last para.)</p> <p>18 U.S.C. 201, 203, 205, 207, 208, 209, 210, 211, 212, 213, 217, 281, 283, 291, 332, 334, 431, 432, 433, 435, 436, 437, 440, 441, 442, 643, 644, 645, 646, 647, 648, 649, 650, 651, 652, 654, 655, 872, 1700, 1703, 1709, 1710, 1711, 1712, 1713, 1721, 1726, 1732, 1901, 1902, 1904, 1905, 1906, 1907, 1908, 1909, 1910, 1912, 1915, 1916, 1917, 2072, 2073, 2075, 2076, 3487, 3612,</p> <p>19 U.S.C. 60,</p> <p>21 U.S.C. 622,</p> <p>22 U.S.C. 286f(c), 1179, 1182, 1198, 1199, 1200,</p> <p>25 U.S.C. 68,</p> <p>31 U.S.C. 665,</p> <p>33 U.S.C. 447,</p> <p>38 U.S.C. 3301</p> <p>40 U.S.C. Appendix 108,</p> <p>42 U.S.C. 1320c-15, 3188, 3771,</p> <p>46 U.S.C. 1463,</p> <p>50 U.S.C. Appendix 1941d(b), 217, Appendix 2155(e).</p> <p>Statutes administered jointly with other sections:</p> <p>18 U.S.C. 1951, 1952, 1341, 1343.</p> <p>Dispose 10 years after close of case.</p>		