

**REQUEST FOR RECORDS DISPOSITION AUTHORITY**  
(See Instructions on reverse)

LEAVE BLANK	
JOB NO  NC1-60-79-3	
DATE RECEIVED January 5, 1979	
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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10	
<b>SIGNATURE OF THE ARCHIVIST IS NOT REQUIRED FOR APPROVAL OF PERMANENT RETENTION OF RECORDS</b>	
Date	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 the Deputy Attorney General

3. MINOR SUBDIVISION  
Administrative Officer

4. NAME OF PERSON WITH WHOM TO CONFER  
*Ann Marie Dunn*  
Ann Marie Dunn

5. TEL EXT  
633-2118

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 12/22/78	D. SIGNATURE OF AGENCY REPRESENTATIVE <i>Robert M. Yahn</i>	E. TITLE Chief, Records Maintenance and Disposition Section (APMS/OMF)
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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><u>Office of the Deputy Attorney General</u></p> <p>A. Files of the Deputy Attorney General Subject and correspondence files documenting programs and projects which are maintained for the Deputy Attorney General. Disposition: Permanent. Offer to National Archives 15 years after cutoff of files. (Volume: Approx. 10 Cu.Ft. every 3 yrs.)</p> <p>B. Files of the Associate Deputy Attorneys General and Special Assistants</p> <p>1. Project files documenting involvement by the Office of the Deputy Attorney General in individual cases, matters and requests which have been referred to that office for action/response. Disposition: Permanent. Offer to National Archives <del>Destroy</del> 15 years after cutoff of files.*</p> <p>2. General correspondence files on subjects relating to the functions and responsibilities of the Office of the Deputy Attorney General. Disposition: Permanent. Offer to National Archives <del>Destroy</del> 15 years after cutoff of files.*</p>		

**Request for Records Disposition Authority - Continuation**

JOB NO

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2 of 2

7. ITEM NO	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO	10. ACTION TAKEN
	<p>3. Correspondence involving internal Department of Justice administrative matters                      Permanent. Offer to National Archives                      Disposition: <del>Destroy</del> 15 years after cutoff of files.*</p>		