

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

LEAVE BLANK

JOB NO

NC1-60-81-16

DATE RECEIVED

Sept. 29, 1981

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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10

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

4. NAME OF PERSON WITH WHOM TO CONFER

William R. Robie *WRR*  
Mary Ann Mohan

5. TEL EXT.

633-3396

10-6-81 *Mark Wang*  
Date Archivist of the United States

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 1 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

9-18-81

D. SIGNATURE OF AGENCY REPRESENTATIVE

*Robert M. Yahn*  
Robert M. Yahn

E. TITLE

Chief, Records Maintenance and  
Disposition Section/RMG/RPS/JMD

7. ITEM NO

8. DESCRIPTION OF ITEM  
(With Inclusive Dates or Retention Periods)

9. SAMPLE OR  
JOB NO

10. ACTION TAKEN

HONOR PROGRAM APPLICATIONS

1. The Attorney General's Employment Program for Honor Law Graduates serves as the Department's recruitment program for third-year law students and Judicial Law clerks. The Summer Law Intern Program is open to second-year law students. An individual application consists of a four page DOJ application and law school transcript. Optional materials often include resumes, writing samples, and various letters of recommendation. Application materials from students and Judicial Law clerks who accept employment under the Honor Program are incorporated into the employees' Official Personnel File.

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Application materials from students and Judicial Law clerks who do not accept employment under the Honor Program.

DISPOSITION: Cut off at the end of the program year (August 31). ~~Destroy after one year.~~

DESTROY WHEN 1 YEAR OLD

*Intern*

*Agency copy picked up in NCO. 8/27/81*

*Closed Out: 10-8-81: KTFD*

*No MOC necessary.*