

REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

25 May 82

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

1 FROM (AGENCY OR ESTABLISHMENT)
Department of Justice

2 MAJOR SUBDIVISION **Richard Stiener, Chief, U.S. NCB
International Criminal Police Organization (INTERPOL)**

3 MINOR SUBDIVISION

4 NAME OF PERSON WITH WHOM TO CONFER
[Signature]
Sandra Yanners

5 TEL EXT
633-2867

LEAVE BLANK	
JOB NO	NC1-60-82-10
DATE RECEIVED	June 1, 1982
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the disposal request including amendments is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10	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>[Signature]</i> 6-8-82 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 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 5/20/82	D SIGNATURE OF AGENCY REPRESENTATIVE <i>[Signature]</i> Terry Appenzeller	E TITLE Director, Library Staff Office of Information Technology/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
	<p align="center"><u>INTERPOL</u></p> <p>INTERPOL exists as a catalyst to provide efficient police communications between the United States and 132 other member countries and the General Secretariat Headquarters. The INTERPOL function in all countries is carried out to facilitate police matters that cut across international jurisdictions. In each member country, a point of contact and coordination known as the National Central Bureau (NCB) is established for the INTERPOL function. In the United States, authority for the INTERPOL function rests, by law, with the Attorney General. The Washington NCB is located in the main Justice building. The United States NCB coordinates and facilitates requests between foreign police organizations and law enforcement agencies for information regarding persons, vehicles, and goods that bear on criminal matters with those respective jurisdictions. The countries which exist in the INTERPOL network, through their respective NCB, utilize the support of a permanent administrative and technical organ known as the General Secretariat, currently located in St. Cloud, a suburb of Paris, France. The United States pays about 5.2% of the General Secretariat budget.</p>		<i>3 items</i>

Request for Records Disposition Authority - Continuation

JOB NO

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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>The program records of the USNCB consist of criminal and noncriminal case files. The files contain fingerprint records, photographs, criminal investigative reports, radio messages (international), teletype messages (internal U.S.), log sheets, computer printouts, letters and memorandums. Prior to 1975, case files were arranged by name of subject. Since 1975, files have been arranged by year, month and sequential number. Cases are terminated by the use of Form IPOL-1 Review Sheet for Closed Cases.</p> <p>This certifies that the closed case files and related records described on this form are being microfilmed in accordance with the standards set forth in 41 CFR 101-11.506.</p> <p>Records that are recalled from the Federal Archives and Records Center (FARC) and reopened, also will be microfilmed in accordance with the standards set forth in 41 CFR 101-11.506. The disposition provided for Item 2 will be applied.</p> <p><u>DISPOSITION:</u></p> <ol style="list-style-type: none"> 1. <u>Case files closed prior to April 5, 1982.</u> Transfer to the FARC 5 years after close of case. Destroy 10 years after close of case. 2. <u>Case files closed after April 5, 1982. Hard Copy (paper record).</u> Destroy when the microfilm record has been verified for clearness, completeness and accuracy. <p><u>Microfilm record.</u> Destroy 10 years after close of case.</p>	NCL-60-81-3	