### Briefing Materials

The FBI's briefing materials include: briefings, reports, and presentations related to investigative and non-investigative matters. Records vary in form but include: statistical and narrative reports, summaries, PowerPoint presentations, and audiovisual materials.

#### 1. Briefing Materials, Prepared for the FBI Director, Senior Staff (Deputy Director, Chief of Staff, Associate Deputy Director and Executive Assistant Directors), Attorney General and Presidential Staff

These records are created to inform the FBI Director, FBI senior staff, Attorney General, and Presidential staff of the FBI's current status of divisions, field offices, case(s), and programs.

Disposition: Permanent. Transfer to NARA when 25 years old.

SEE ALSO: Director's Briefing Books [N1-065-05-4]
Director's Files & Senior Officials' Files [N1-065-07-1]

#### 2. Other Briefing Materials, Prepared or Received by the FBI

These records consist of investigative and administrative related briefing materials, including but not limited to, task force briefings, briefings on a case(s), financial reports, management tracking reports, and project briefing reports of an administrative nature.

Disposition: Retain/destroy commensurate with the related file classification, or when obsolete, superseded or when no longer needed for current operations, whichever is later.