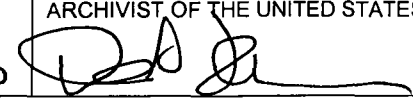



<b>REQUEST FOR RECORDS DISPOSITION AUTHORITY</b>		JOB NUMBER <i>N1-065-10-20</i>	
To NATIONAL ARCHIVES & RECORDS ADMINISTRATION 8601 ADELPHI ROAD COLLEGE PARK, MD 20740-6001		Date received <i>3/12/10</i>	
1 FROM (Agency or establishment) <b>DEPARTMENT OF JUSTICE</b>		<b>NOTIFICATION TO AGENCY</b>  In accordance with the provisions of 44 U S C 3303a, the disposition request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10	
2 MAJOR SUBDIVISION <b>FEDERAL BUREAU OF INVESTIGATION</b>			
3 MINOR SUBDIVISION <b>RECORDS MANAGEMENT DIVISION</b>			
4 NAME OF PERSON WITH WHOM TO CONFER <b>Teresa C Sharkey, CRM</b>	5 TELEPHONE NUMBER <b>703-504-0328</b>	DATE <i>30 NOV 10</i>	ARCHIVIST OF THE UNITED STATES 
6 AGENCY CERTIFICATION I hereby certify that I am authorized to act for this agency in matters pertaining to the disposition of its records and that the records proposed for disposal on the attached <u>4</u> page(s) are not needed now for the business for this agency or will not be needed after the retention periods specified, and that written concurrence from the General Accounting Office, under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies,  <input checked="" type="checkbox"/> is not required <input type="checkbox"/> is attached, or <input type="checkbox"/> has been requested			
DATE <i>2/23/2010</i>	SIGNATURE OF AGENCY REPRESENTATIVE 		TITLE SECTION CHIEF
7 ITEM NO	8 DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARA USE ONLY)
	The attached pages provide disposition instructions for the Electronic Surveillance (ELSUR) Recordkeeping System (ERS)	N1-65-82-04, Part E, Item 2R  N1-65-93-03 <i>N1-65-86-25</i> <i>item +</i>	

7 ITEM NO	8 DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARA USE ONLY)
	<p style="text-align: center;"><b>Electronic Surveillance (ELSUR) Recordkeeping System (ERS)</b></p> <p>The Electronic Surveillance (ELSUR) Recordkeeping System (ERS) was developed to track information related to individuals and entities that have been the targets of electronic surveillance coverage sought, conducted, or administered by the Federal Bureau of Investigation (FBI) pursuant to a court order, consensual monitoring, or other authority. Initially, this information was tracked manually on index cards, however, on September 18, 1991, the system was automated. The ERS contains information related to individuals and entities who have been the targets of electronic surveillance, and those who have been a party to a communication or present in a locale monitored/recorded electronically pursuant to such electronic surveillance, those who own, lease, license, hold a possessory interest in, or commonly use the property or location subjected to such electronic surveillance. It also contains the names of those involved in the administration of the electronic surveillance, for example, the judge issuing or denying an order for an electronic surveillance application, the prosecuting attorney, and the officials who authorized the filing of the application.</p> <p><b>1. Inputs:</b> Prior to 1991, the FBI maintained a manual ELSUR index card system. The cards are arranged alphabetically and/or numerically by the subject, location, or the FBI symbol-source number assigned to the ELSUR. Several field offices have entered information from the cards into ERS. Once information has been entered into ERS, offices may destroy the manual cards after verification of entry. If offices do not enter information into ERS, then the manual cards must be retained and transferred to NARA.</p> <p>Disposition</p> <p style="margin-left: 20px;">a. Cards that have been entered into ERS <b>TEMPORARY DESTROY</b> upon verification of successful entry into the ERS.</p> <p style="margin-left: 20px;">b. Cards that have not been entered into ERS <b>PERMANENT</b> Transfer to NARA 50 years after the date of the court order authorizing the collection or 50 years after closure of the related case file, whichever is later.</p>		

REQUEST FOR RECORDS DISPOSITION-CONTINUATION	Job Number	Page 3 of 5
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7 ITEM NO	8 DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARA USE ONLY)
	<p><b>2. Master File</b> The ERS contains information about the targets of FBI electronic surveillance</p> <p><b>a. Principal records</b>, which identify by true name or best known name, all persons, entities, and facilities who have been the targets of electronic surveillance coverage sought, conducted, or administered by the FBI pursuant to a court order or other authority,</p> <p><b>b. Proprietary-interest records</b>, which identify entities and/or individuals who own, lease, license, hold a possessory interest in, or commonly use the property or location subjected to an electronic surveillance,</p> <p><b>c. Consensual, intercept, and overhear records</b>, which identify by true name or best known name, individuals who have been reasonably identified as being a party to a communication monitored/recorded electronically pursuant to an electronic surveillance.</p> <p>Disposition PERMANENT Transfer a copy to NARA 50 years after the date of the court order authorizing the collection or 50 years after closure of the related case file, whichever is later</p>		

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	<p><b>d. Reference records</b>, which identify by partial name, such as a first name only, last name only, code name, nickname, or alias, those individuals who have been a party to a communication or present in a locale monitored/recorded electronically pursuant to an electronic surveillance, and may include descriptive data associated with the individual. If the individual is later identified by a more complete name, then the record is converted to an intercept record.</p> <p>Disposition</p> <ol style="list-style-type: none"> <li>1. Reference records related to court ordered electronic surveillance issued in accordance with Title 18, USC, Section 2518 (Title III) TEMPORARY DELETE one year after the expiration of the court order and any extension orders authorizing the interception of the same oral, wire or electronic communications</li> <li>2. Reference records related to court ordered electronic surveillance issued in accordance with Title 50, USC, Sections 1801-1811 and 1821-1829 (Foreign Intelligence Surveillance Act - FISA) TEMPORARY DELETE one year after the last intercept date displayed on the reference record</li> <li>3. Reference records relating to consensual intercepts TEMPORARY DELETE one year after the last intercept date displayed on the reference record</li> </ol>		

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	<p><b>3. Outputs:</b></p> <p>Disposition TEMPORARY Delete/Destroy when no longer needed for reference <span style="float: right;"><i>GRS 20, 16</i></span></p> <p><b>4. System Documentation:</b> These records include system specifications, file specifications, codebooks, user guides, and output specifications</p> <p>Disposition PERMANENT Transfer system modifications in a format acceptable to NARA with the transfer of the related records <span style="float: right;"><i>GRS 20, 16</i></span></p> <p><b>5. Audit Records:</b></p> <p>Disposition TEMPORARY Delete/Destroy when four (4) years old or when no longer needed for administrative, legal, audit, or other operational purposes, whichever is later</p>		