

REQUEST FOR RECORDS DISPOSITION AUTHORITY <i>(See Instructions on reverse)</i>		LEAVE BLANK JOB NO N1-65-91-1	
TO GENERAL SERVICES ADMINISTRATION NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408		DATE RECEIVED 11-21-90	
1. FROM (Agency or establishment) Department of Justice		NOTIFICATION TO AGENCY In accordance with the provisions of 44 USC 3303a the disposal request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10. If no records are proposed for disposal, the signature of the Archivist is not required.	
2. MAJOR SUBDIVISION Federal Bureau of Investigation			
3. MINOR SUBDIVISION Information Management Division			
4. NAME OF PERSON WITH WHOM TO CONFER William Shackelford	5. TELEPHONE EXT. 202-324-6903	DATE 2/13/91	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 one page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified, and that written concurrence from the General Accounting Office, if required under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies, is attached

A GAO concurrence is attached, or is unnecessary

B DATE 11/20/90	C. SIGNATURE OF AGENCY REPRESENTATIVE 	D TITLE Section Chief Information Services Section Information Management Division
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7 ITEM NO	8 DESCRIPTION OF ITEM <i>(With Inclusive Dates or Retention Periods)</i>	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN <i>(NARS USE ONLY)</i>
	<p style="text-align: center;">OFFICE OF PUBLIC AFFAIRS VIDEOTAPES [Circa 1978 - 86]</p> <p>Videotapes maintained by the Office of Public Affairs at FBI Headquarters, Washington, D.C. The materials were used by the Office of Public Affairs for reference and publicity purposes. Most of the material was made specifically for the FBI, however some of the material may have copyright restrictions. The materials focus on specific events at FBIHQ or specific activities which relate to the operations of the FBI. The material is in the 3/4 inch (videotape) format. A general list of the subject matter of the material is attached to this disposition request.</p> <p><u>PERMANENT.</u> Transfer immediately to NARA. During archival processing, NARA may destroy materials lacking historical value, poor quality materials or duplicate material, <i>without further notification to this agency</i></p>		

Copies sent to agency, NNS, NNT 2/15/91