

REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

Red NCR 26 Jun 79

LEAVE BLANK
JOB NO NCI-65-79-23
DATE RECEIVED 26 JUN 1979
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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10
7-25-79 <i>[Signature]</i> Date Archivist of the United States

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

1. FROM (AGENCY OR ESTABLISHMENT)
Department of Justice

2. MAJOR SUBDIVISION
Federal Bureau of Investigation

3. MINOR SUBDIVISION
Records Management Division

4. NAME OF PERSON WITH WHOM TO CONFER
James W. Awe

5. TEL EXT.
4185

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	D. SIGNATURE OF AGENCY REPRESENTATIVE	E. TITLE	7. ITEM NO	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO	10. ACTION TAKEN
6/7/79	<i>[Signature]</i>	Section Chief	1.	<p>Copies of past issues of "The Congressional Record" and components thereof, cover memoranda, and related material maintained at Federal Bureau of Investigation Headquarters. Cover memoranda provide brief extracts of noteworthy items which are prepared on a daily basis and furnished to interested Headquarters divisions. The cover memoranda and copies of "The Congressional Record" are dated from January 23, 1936, and occupy 11 drawers (16.5 cubic feet) of file space, with an annual growth rate of 1/2 drawer (.75 cubic foot). Retention period is based on the reduced need to access and the ability to retrieve older issues elsewhere.</p> <p>File Number 66-1731.</p> <p>a. Documents containing comments of the FBI Director.</p> <p>PERMANENT. Offer for transfer to National Archives & Records Service when 30 years old.*</p> <p>b. Other materials.</p> <p>DESTROY when two years old.*</p>		2 items