

REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

TO NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR)
WASHINGTON, DC 20408

1 FROM (Agency or establishment)
FEDERAL BUREAU OF PRISONS

2 MAJOR SUBDIVISION
CENTRAL OFFICE

3 MINOR SUBDIVISION
(SEE ATTACHED)

4 NAME OF PERSON WITH WHOM TO CONFER
OMAR HERRAN

5 TELEPHONE
(202) 514 - 2254

LEAVE BLANK (NARA use only)

JOB NUMBER
NI-129-00-23

DATE RECEIVED
4-28-00

NOTIFICATION TO AGENCY

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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10

DATE ARCHIVIST OF THE UNITED STATES
8-10-00 *John W. Paul*

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 _____ 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, under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies,

is not required; is attached; or has been requested.

DATE SIGNATURE OF AGENCY REPRESENTATIVE TITLE

3-2-2000 *Omar Herran* CHIEF, INFORMATION MANAGEMENT OFFICE

7 ITEM NO	8 DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARA USE ONLY)
	(SEE ATTACHED)		

Agency NARA & NR NWCT

Copy hand delivered to agency, 8/17/00.

CO_OGC LEGISLATIVE AND CORRECTIONAL ISSUES BRANCH

Federal Bureau of Prisons: Record Group 129

CENTRAL OFFICE - OFFICE OF THE GENERAL COUNSEL
LEGISLATIVE AND CORRECTIONAL ISSUES BRANCH

1. Compassionate Release Files

This program was established in 1990, to provide for the early release of individuals with terminal illnesses. The files include the inmate's request; correspondence and memoranda from the probation officer and social worker regarding provisions for shelter and health care after release; copies of presentence reports, judgements and other court documents; medical summaries; psychosocial assessments; requests from the warden to the regional director and from the regional director to OGC; and the decision memorandum. NOTE: These records are subject to restriction under exemption (b)6 of the Freedom of Information Act (FOIA).

Disposition: *Temporary. Cut off annually and retire to the Federal Records Center (FRC) when 4 years old or when no longer needed for reference, whichever is later. Destroy 15 years after cutoff*

2. Correspondence Files

Documentation is largely related to inmate status, but also includes issues such as a proposed amicus filing and the Bureau's takeover of Lorton.

Disposition: *Temporary. Destroy when 5 years old.*

3. Legislative Files

Files compiled in the course of following legislation of interest to the Bureau, such as appropriations, authorizations, anti-drug abuse, property acquisition, crime control and tort reform. Documentation includes copies of legislation, correspondence and memoranda, notes and background information.

Disposition: *Temporary. Destroy when 8 years old or when no longer needed for reference, whichever is later.*

4. Subject Files

Material accumulated on issues of interest to the Bureau, such as Abortion Policy, the handling of female prisoners from the District of Columbia, and religion. Documentation includes correspondence, memoranda, copies of BOP program statements, copies of legal publications, and copies of court documents and judicial decisions.

Disposition: *Temporary. Destroy when 10 years old or when no longer needed for reference, whichever is later.*

5. Electronic Version of Records Created by the Electronic Mail and Word Processing Applications for items 1-4 of the Legislative and Correctional Issues Branch schedule.

Disposition: *Temporary. Delete after record keeping copy has been produced.*