

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 <i>NI-129-00-36</i>	
DATE RECEIVED <i>9-12-2000</i>	
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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10	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 <i>12-28-00</i>	ARCHIVIST OF THE UNITED STATES <i>John W. Paul</i>

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 <i>2-3-2000</i>	SIGNATURE OF AGENCY REPRESENTATIVE <i>Omar Herran</i>	TITLE CHIEF, INFORMATION MANAGEMENT OFFICE
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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 GRS OR SUPERSEDED JOB CITATION	10.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)
	(SEE ATTACHED)		

Agency NWMD, NWMD NR NWET

CO_C2D2 RECORDS OF THE ASSISTANT DIRECTOR

Federal Bureau of Prisons: Record Group 129

CENTRAL OFFICE - COMMUNITY CORRECTIONS AND DETENTION DIVISION RECORDS OF THE ASSISTANT DIRECTOR

The Community Corrections and Detention Division (CCDD) was established in 1989-90. Corrections and Detention were both formerly included in the Correctional Programs Division; they became the core of the new division. The National Office on Citizen Participation was established in 1992, and the Privatization and Special Projects Branch in 1995.

1. CHRONOLOGICAL FILES

Binders containing selected copies of outgoing correspondence signed by higher officials including the BOP Director. The series includes notes to the BOP Director as well as substantive internal memos on such matters as jail housing for DC parole violators, privatization (DAG to AF-SCME), comments of proposed speeches on policy issues, and transfer of inmates from DC Corrections (most are kept at the branch level).

Disposition: *Permanent. Transfer to NARA in 5-year blocks when 20 years old.*

2. ELECTRONIC VERSION OF RECORDS CREATED BY THE ELECTRONIC MAIL AND WORD PROCESSING APPLICATIONS for item 1 of the Assistant Director=s schedule.

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