

REQUEST FOR RECORDS DISPOSITION AUTHORITY <i>(See Instructions on reverse)</i>		LEAVE BLANK	
TO GENERAL SERVICES ADMINISTRATION NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408		JOB NO	<i>NI-131-88-1</i>
1 FROM (Agency or establishment) Department of Justice		DATE RECEIVED	<i>1-14-88</i>
2 MAJOR SUBDIVISION Civil Division		NOTIFICATION TO AGENCY	
3 MINOR SUBDIVISION Foreign Litigation Section		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disposal request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.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.	
4 NAME OF PERSON WITH WHOM TO CONFER <i>David Epstein</i> David Epstein	5 TELEPHONE EXT 724-7455	DATE <i>5/11/88</i>	ARCHIVIST OF THE UNITED STATES <i>[Signature]</i>
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 2 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 <i>01-13-88</i>	C. SIGNATURE OF AGENCY REPRESENTATIVE <i>Bernard W. Berglund</i> Bernard W. Berglund	D TITLE Assistant Chief, Records Management Section/FASS/JMD
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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	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN 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>
1.	<p><u>Records of the Office of Alien Property (OAP)</u> (Record Group 131)</p> <p>Accounting and financial records, approximately 23 cubic feet.</p> <p>Records consist of forms, correspondence, and other documents used in the financial operation of the OAP program.</p> <p>Disposition: Transfer immediately to the Washington National Records Center (WNRC). Destroy in the year 2000.</p>		
2.	<p>Claim case files, approximately 130 cubic feet.</p> <p>Claim case files consisting of notices of claim, payment orders, receipts, briefs, memoranda, forms, exhibits, translations, deposition, and other records.</p> <p>Disposition: Transfer immediately to the WNRC. Destroy in the year 2000.</p>		<p>WITHDRAWN per telecons 2/18/88</p>

REQUEST FOR RECORDS DISPOSITION AUTHORITY – CONTINUATION

JOB NO

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3.	<p>Accounting ledgers (17"x11½"x4¼"), approximately 248 cubic feet (373 ledgers).</p> <p>Ledgers are arranged by account number and include date, description, asset number, face value, and cash income/principal.</p> <p>Disposition: Transfer immediately to the WNRC. Destroy in the year 2000.</p>		
4.	<p>Indices to OAP claim case files from World War I and II (exclusive of those identified in NARA Job No. N1-131-87-1, items 10, 11 and 12), approximately 92 cubic feet (2,058,800 index cards)</p> <p>Indices consist of 3x5 and 5x8 cards maintained in numerical and alphabetical arrangements.</p> <p>Disposition: Transfer immediately to the WNRC. Destroy in the year 2000.</p>		