

**REQUEST FOR RECORDS DISPOSITION AUTHORITY**  
 (See Instructions on reverse)

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

1 FROM (Agency or establishment)  
 DRUG ENFORCEMENT ADMINISTRATION

2 MAJOR SUBDIVISION  
 El Paso Intelligence Center

3 MINOR SUBDIVISION

4. NAME OF PERSON WITH WHOM TO CONFER  
 Dan W. Hatfield

5 TELEPHONE  
 (915) 760-2116

**LEAVE BLANK (NARA use only)**

JOB NUMBER  
 NI-170-02-4

DATE RECEIVED  
 7-25-2002

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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10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  
 1-6-03

ARCHIVIST OF THE UNITED STATES  
 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 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, 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: July 24, 2002

SIGNATURE OF AGENCY REPRESENTATIVE: James L. Greene

TITLE: Records Officer (202) 307-7715

7 ITEM NO	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9 GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
1	Clandestine Laboratory Seizure System (CLSS)  File No. 1220-58  (see attached schedule)		

cc Agency NWME

## 1. Clandestine Laboratory Seizure System (CLSS)

**Program:** El Paso Intelligence Center

**Applicability:** Agency-wide

### Identifying Information:

**Description:** The CLSS, maintained at the El Paso, Texas Intelligence Center, provides clandestine laboratory seizure information to DEA and other law enforcement agencies in the discharge of their law enforcement duties and responsibilities mandated by pertinent U.S. Statutes, Treaties, Executive Orders, Attorney General Directives and Presidential Proclamations. The system contains information regarding individuals known, suspected, connected with or alleged to be involved in the manufacturing, distribution, sale, possession, and trafficking in controlled substances.

**Specific Restrictions:** Highly sensitive law enforcement information.

**Vital Record:** Yes.

**Specific Legal Requirements:** The Comprehensive Drug Abuse Prevention and Control Act of 1970 (83 Stat. 1236), Reorganization Plan No. 2 of 1973, the Omnibus Crime Control and Safe Streets Act, as amended, and the Single Convention on Narcotic Drugs (18 U.S.C. 1407). Additional authority is derived from Treaties, Statutes, Executive Orders, Presidential Proclamations, and Attorney General Directives and Memoranda of Understanding.

### Disposition Information:

- a. System inputs: (1) DEA Intelligence and investigative records, (2) reports, investigative and intelligence reports from other participating and associate Federal and State member agencies, (3) records and reports of foreign law enforcement and regulatory agencies.

TEMPORARY. Destroy/delete after the data has been transferred to the master file and verified.

- b. System data: (1) personal identification and location data which may include name (aliases and soundex), occupation(s), race, sex, dates and place of birth, height, weight, hair color, eye color, citizenship, nationality/ethnicity, alien status, addresses and miscellaneous numbers (telephone, passport, drivers license, vehicles registration, social security number, et cetera), (2) multi-source drug intelligence data, (3) counter-drug enforcement information, including identification, location, arrest and prosecution of persons involved in the illicit trade for trafficking and related activities and civil proceedings related to such enforcement activities, (4) information targeted on an individual or group of individuals involved in the illicit trade in controlled substances either in the United States or internationally, (5) reports of arrests, (6) information involving the illicit possession, manufacturing, sales, and purchases of controlled substance, and (7) information involving the transport of controlled substances, either inside the United States or internationally.

PERMANENT. Copy data offline 25 years after file is created. Transfer to the National Archives in accordance with 36 CFR 1228.270. Public access restricted for 75 years.

- c. System outputs: Various reports.

TEMPORARY. Destroy when 5 years old or no longer needed for agency business, whichever is sooner.

- d. System documentation: User guides, database dictionary.

PERMANENT. Transfer to the National Archives with the system data as indicated in items 1b above.