REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

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

FROM (Agency or establishment)
Drug Enforcement Administration

MAJOR SUBDIVISION
Office of Administration

MINOR SUBDIVISION
Records Management Section

NAME OF PERSON WITH WHOM TO CONFER
James L. Breene

TELEPHONE EXT
633-1130

DATED RECEIVED
2/19/87

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disposal request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10. If no records are proposed for disposal, the signature of the Archivist is not required.

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, 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
FEB 1987

C. SIGNATURE OF AGENCY REPRESENTATIVE

D TITLE
Records Officer

7 ITEM NO

8 DESCRIPTION OF ITEM
(With Inclusive Dates or Retention Periods)

9 GRS OR SUPERSEDED JOB CITATION

10 ACTION TAKEN (NARS USE ONLY)

1. File No. 860-05

Training Program Files. Documents relating to establishing, managing, and evaluating local training programs for DEA employees. Included are training plans, reviews of training requirements, apprentice training program registration with the Department of Labor, and similar or related documents.

Disposition: Destroy 15 years after the fiscal year in which the training was programmed.

Justification: Long term retention of documents is required to support adequacy of training given to agent and other specialized DEA employees who may sustain an injury or fatally during the actual performance of their job.