

**REQUEST FOR AUTHORITY
TO DISPOSE OF RECORDS**

(See Instructions on Reverse)

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

1. FROM (AGENCY OR ESTABLISHMENT)

Drug Enforcement Administration

2. MAJOR SUBDIVISION

Management Analysis Division

3. MINOR SUBDIVISION

Records Management Section

4. NAME OF PERSON WITH WHOM TO CONFER

James L. Greene

5. TEL. EXT.

382-3333

6. CERTIFICATE OF AGENCY REPRESENTATIVE:

LEAVE BLANK	
DATE RECEIVED JUN 13 1975	JOB NO. NC - 170-75-1
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 stamped "disposal not approved" or "with-drawn" in column 10.	
10-28-75 (Date)	<i>James B. Rhoads</i> Archivist of the United States

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 _____ page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified.

6/2/75

James L. Greene
James L. Greene

Records Officer

Date

(Signature of Agency Representative)

(Title)

7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
1	<p>Numbered Investigative Case Files. DEA Reports of Investigation concerning criminal offenses related to violations of drug/narcotics laws. Included are DEA investigative report forms and supporting documents.</p> <p>DISPOSITION: Transfer closed case files to Federal Records Center after 10 years, in one year groups. Destroy after 55⁴⁵ years. in FRC's. †</p>		

**Authorized by J. L. Greene 7/22/75 CSR*
Copies to Agency & All FRC's 10-31-75 (A)