

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	N1-436-88-2
1 FROM <i>(Agency or establishment)</i> Bureau of Alcohol, Tobacco and Firearms		DATE RECEIVED	6/12/88
2 MAJOR SUBDIVISION Office of Law Enforcement		NOTIFICATION TO AGENCY	
3 MINOR SUBDIVISION Law Enforcement Post of Duty		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disposal request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.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 Cheryl Schuler	5 TELEPHONE EXT 566-7077	DATE 8/23/88	ARCHIVIST OF THE UNITED STATES <i>Candace Freese</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 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B DATE	C SIGNATURE OF AGENCY REPRESENTATIVE	D TITLE	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARS USE ONLY)
6-6-88	<i>Robert G. Masarsky</i>	Records Officer		
7 ITEM NO	8 DESCRIPTION OF ITEM <i>(With Inclusive Dates or Retention Periods)</i>		9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARS USE ONLY)
RCS 201 Item 36	Agent Cashier Fund and Informant Contracts. These are records relating to the expenditure of Government funds for investigative purposes. DESTROY COPY 5 YEARS AFTER CLOSE OF INVESTIGATION OR REWARD PAYMENT.		N1-436-80-3 Item RCS201 #71	
RCS 201 Item 38	Electronic Surveillance Reports and Recordings. These are requests and reports of use, whether in written formats or TECS messages, covering the use of electronic interception and tracking devices. This also includes recorded conversations; e.g. tapes or other types of recordings. a. <u>Consensual monitoring.</u> DESTROY 5 YEARS AFTER CASE IS CLOSED. b. <u>Non-consensual monitoring.</u> DESTROY ONLY UPON ORDER OF ISSUING OR DENYING JUDGE. RETAIN FOR A MINIMUM OF 10 YEARS.		N1-436-86-2 Item RCS201 #38	