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REQUEST FOR RECORDS DISPOSITION AUTHORITY	JOB NUMBER
(See Instructions on reverse) ¹⁰ NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) WASHINGTON, DC 20408 1 FROM (Access) or costablishment)	NI- 436 - 97 - 4 DATE RECEIVED 8-1-97
1. FROM (Agency or establishment) Bureau of Alcohol, Tobacco and Firearms	NOTIFICATION TO AGENCY
2. MAJOR SUBDIVISION Office of Criminal Enforcement 3. MINOR SUBDIVISION	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
Explosives Division	not approved" or "withdrawn" in column 10
4. NAME OF PERSON WITH WHOM TO CONFER 5. TELEPHONE	DATE ARCHIVIST OF THE UNITED STATES
Yvonne Spear 202-927-7776	16-28-98 John Carl
I hereby certify that I am authorized to act for this agency in matters and that the records proposed for disposal on the attachedpa of this agency or will not be needed after the retention periods sp the General Accounting Office, under the provisions of Title 8 of Agencies, is not required; is attached; or DATE SIGNATURE OF AGENCY REPRESENTATIVE 7/16/97 AT	age(s) are not now needed for the business ecified; and that written concurrence from the GAO Manual for Guidance of Federal has been requested.
7. ITEM 8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR 10. ACTION SUPERSEDED TAKEN (NARA JOB CITATION USE ONLY)
1 ATF RCS 301, Item 43. Explosives Incidents (EXIS See attached.	
115-109 NSN 7540-00-634-4064 PREVIOUS EDITION NOT USABLE OCT 30 1998 MAY Upy to: agincy NWM NR NWCT	STANDARD FORM 115 (REV. 3-91) Prescribed by NARA 36 CFR 1228 NWMWP

NWMIL

Bureau of Alcohol, Tobacco and Firearms Office of Criminal Enforcement Explosives Incidents

- 7.<u>Item</u> # 8. <u>Description of Item</u> 9.<u>GRS or</u> 10.<u>Nara</u> and Prop. Disposition <u>Sup.Cite</u> <u>Action</u>
 - 1 RCS 301, Item 43. Explosives Incidents (EXIS). EXIS contains information regarding explosives incidents reported to or investigated by ATF. Information pertinent to all arson incidents is also captured. The incidents are divided into specific categories such as targets, locations, motives, explosive components, and manufacturers. EXIS can also be used to match targets and motives as well as similar explosive devices, and can show trends and patterns in a given area, State, or throughout the Nation. The information contained in EXIS is available to all Federal, State, and local law enforcement agencies.
 - a. Master File. Records date 1975 to date.
 - DISPOSITION. Permanent. Transfer a copy to the National Archives immediately. Thereafter cutoff, every 10 years transfer copy to the National Archives.
 - b. <u>Input (Paper Records)</u>.
 - (1) ATF F 3270.2, Report of Investigation.

DISPOSITION. These files are scheduled under ATF RCS 201, Item 21.

(2) Various hard copy reports (ATF KSARS (Weekly Significany Activity Reports), bomb data summaries, laboratory reports, and photographs).

DISPOSITION. Destroy when & years old or when no longer needed for administrative purposes, WHICHEVER IS LATER.

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c. <u>Output Reports.</u> Various adhoc/random reports to management/requesters. 3 YEARS OLD OR WHEN DISPOSITION. Destroy when no longer needed for administrative purposes, whichever is cater. 9151

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d. <u>System Documentation</u>. Less than l cu. ft. record layout and codebook.

DISPOSITION. Permanent. Transfer a copy to the National Archives with master copy.

* PURSUANT TO FOIA 5 USC 552 6B(b)(6) AND (b)(7) EXEMPTIONS, BATE REQUESTS THAT THE DATA BE WITHHELD FOR 75 YEARS.