

# NOTICE - SOME ITEMS SUPERSEDED OR OBSOLETE

## **Schedule Number: NC1-436-83-02**

Some items in this schedule are either obsolete or have been superseded by new NARA approved records schedules. This information is accurate as of: 2/6/2023

### **ACTIVE ITEMS**

These items, unless subsequently superseded, may be used by the agency to disposition records. It is the responsibility of the user to verify the items are still active.

All items except those listed below are active

### **SUPERSEDED AND OBSOLETE ITEMS**

The remaining items on this schedule may no longer be used to disposition records. They are superseded, obsolete, filing instructions, non-records, or were lined off and not approved at the time of scheduling. References to more recent schedules are provided below as a courtesy. Some items listed here may have been previously annotated on the schedule itself.

Item 1 superseded by DAA-0564-2013-0003-0005

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

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

**1 FROM (AGENCY OR ESTABLISHMENT)**  
Bureau of Alcohol, Tobacco and Firearms

**2 MAJOR SUBDIVISION**  
Administrative Programs Division

**3 MINOR SUBDIVISION**  
Paperwork Management Branch

**4 NAME OF PERSON WITH WHOM TO CONFER**

Jack O'Leary

**5 TEL EXT**

566-7077

LEAVE BLANK

JOB NO

NCL-436-83-2

DATE RECEIVED

2-15-83

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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10

5-17-83  
Date

*Paul J. May*  
Archivist of the United States

**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.

**A Request for immediate disposal.**

**B Request for disposal after a specified period of time or request for permanent retention.**

<b>C DATE</b>	<b>D SIGNATURE OF AGENCY REPRESENTATIVE</b>	<b>E. TITLE</b>
1/28/83	<i>Howard K. Fook</i>	Chief, Paperwork Management Branch

<b>7. ITEM NO</b>	<b>8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)</b>	<b>9. SAMPLE OR JOB NO</b>	<b>10. ACTION TAKEN</b>
	<b>OFFICE OF INTERNAL AFFAIRS</b>		
1.	Investigative Report Files, including exhibits and related correspondence in cases that are adjudicated administratively.  DESTROY 10 years final administrative action.	<i>New series</i>	
2.	Investigative Report Files, including exhibits and related correspondence in cases where criminal activity has been found and legal action taken.  DESTROY 20 years after final legal action.	<i>New series</i>	

*2 item*

*Mass Data Cleanup Sheet Not Required*  
*NCW sent out 6/6/83 by DMW.*  
*Agency sent out 6/1/83 by DMW*      *NIF sent out 10/18/83 by DMW.*