

REQUEST FOR RECORDS DISPOSITION AUTHORITY

(See Instructions on reverse)

TO: NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIRA)
WASHINGTON, DC 20408

1. FROM (Agency or establishment)

U.S. DEPARTMENT OF LABOR

2. MAJOR SUBDIVISION

OFFICE OF INSPECTOR GENERAL

3. MINOR SUBDIVISION

OFFICE OF LABOR RACKETEERING

4. NAME OF PERSON WITH WHOM TO CONFER

JAMES O. CULVER
SHEILA J. HARTZELL

5. TELEPHONE

219-4804

LEAVE BLANK (NARA use only)

JOB NUMBER

N1-174-93-1

DATE RECEIVED

2-18-93

NOTIFICATION TO AGENCY

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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.

DATE

11-13-95

ARCHIVIST OF THE UNITED STATES

[Signature]

6. AGENCY CERTIFICATION

I hereby certify that I am authorized to act for this agency in matters pertaining to the disposition of its records and that the records proposed for disposal on the attached ___ 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, under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies,

is not required; is attached; or has been requested.

DATE

2-16-93

SIGNATURE OF AGENCY REPRESENTATIVE

[Signature]

TITLE

Dept. Records Officer

7. ITEM NO.

8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION

9. GRS OR SUPERSEDED JOB CITATION

10. ACTION TAKEN (NARA USE ONLY)

This request for records disposition authority encompasses those records of the Office of Inspector General's Office of Labor Racketeering (OLR). GSA General Records Schedule 22 (Inspector General Records) does not allow for an adequate retention period for the investigative case files described below. (See Background for information on OLR activities.)

1. DESCRIPTION OF RECORDS

OLR case files developed during investigations of known or alleged labor racketeering and corruption involving employee benefit plans, labor-management relations, and internal union affairs, and violations of laws and regulations, including: individuals identified as potential violators of criminal, labor and labor-related laws, and organizations and other individuals associated with them. Material/information contained in these cases may be used in the investigation of violations of the Racketeer and Influenced Corrupt Organizations Act (RICO), 18 U.S.C. 1961-68. In particular, the material in the case file may be used to demonstrate a pattern of racketeering by using evidence of conduct which occurred within the past twenty years, in order to establish that past and
(Continued)

See attached.

1) OLR INVESTIGATION CASE FILES.

OLR case files developed during investigations of known or alleged labor racketeering and corruption involving employee benefit plans, labor-management relations, and internal union affairs, and violations of laws, and organizations and other individuals associated with them. Material/information contained in these cases may be used in the investigation of violations of the Racketeer and Influenced Corrupt Organization Act (RICO), 18 U.S.C. 1961-68. In particular, the material in the case files may be used to demonstrate a pattern of racketeering by using evidence of conduct which occurred within the past twenty years, in order to establish that past and present conduct constitute such a pattern of racketeering activity, e.g., 18 U.S.C. 664 (embezzlement from pension and welfare funds), 18 U.S.C. 1954 (kickbacks), 29 U.S. C. 501(c) (embezzlement from union funds). Records relate to criminal investigations and investigations to support civil remedies under RICO, 18 U.S.C. 1964, including: investigative reports and related documents, such as correspondence, interview notes, working papers, and other evidence and background material existing in any form, i.e., audio or video tape, photographs, computer tapes or disks. This series covers civil and criminal RICO case files. This series is applicable to HQ and OIG field offices.

A. Significant case files: case files on high level union officials or ranking members, case files that result in national media attention, and Congressional investigations. OLR will identify these cases at close of case and tag them as significant case files that are designated for preservation.

PERMANENT. Cutoff files at the end of fiscal year in which case is closed and place in inactive files. Retire all closed case files to the FRC when five years old. Transfer to NARA when 20 years old.

B. All other case files.

Cutoff files at the end of fiscal year in which case is closed and place in inactive files. Retire all closed case files to the FRC when five years old. Destroy when 20 years old.

2) ZERO CASE FILES MAINTAINED BY OLR HEADQUARTERS.

This series consists of copies of field investigation case files that are maintained at DOL Headquarters. The records, used to assist in program related functions, may include HQ working papers and notes. (The record copy of field investigation case files are covered under item 1 of this schedule.)

Destroy when no longer needed for agency business. These records cannot be retired to WNRC.