

<b>Request for Records Disposition Authority</b> (See Instructions on reverse)	
<b>To National Archives and Records Administration (NIR)</b> Washington, DC 20408	
1 From (Agency or establishment)	Department of State
2 Major Subdivision	Bureau of Diplomatic Security
3 Minor Subdivision	Office of Intelligence and Threat Analysis (DS/DSS/ITA)
4 Name of Person with whom to confer	5 Telephone (include area code)
Cornelius Kelliher	202-261-8684

<b>Leave Blank (NARA Use Only)</b>	
Job Number	N1-059-10-24
Date Received	9/30/10
<b>Notification to Agency</b> 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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10	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	Archivist of the United States
11/17/2011	

**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 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, under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies

is not required       is attached       has been requested

Signature of Agency Representative  Tasha M. Thian	Title Agency Records Officer	Date (mm/dd/yyyy) 09-23-2010
--	---------------------------------	---------------------------------

7 Item Number	8 Description of Item and Proposed Disposition	9 GRS or Superseded Job Citation	10 Action taken (NARA Use Only)
	See continuation pages		

**Continuation Pages**  
**SF-115 TIA Individual Office Reviews**  
**Bureau of Diplomatic Security**  
**Diplomatic Security Services**  
**(DS/DSS)**

**Office of Intelligence and Threat Analysis (DS/DSS/ITA)**

**1. Regional/Geographic Threat Assessments (WHA, NEA, EUR, AF and SCA)**

Description: Contains material related to responses to requests for threat assessments against Americans, U.S. diplomatic and consular personnel and facilities overseas. Conduct real-time threat assessment to support operational and policy decision making and conducts trend analyses and case studies of acts of terrorism, political violence, and crime. Email reports are produced and disseminated to requesters only and copies are produced in cable form for storage in the State Archiving System (SAS).

Disposition: TEMPORARY. Destroy/delete when 5 years old or when no longer needed whichever is longer.

DispAuthNo. New item

**2. Security Environment Threat List**

Description: Contains Composite Threat List, which reflects categories of security threat. Lists are prepared twice annually and distributed via cable to requester and State Archiving System (SAS).

Disposition: TEMPORARY. Destroy/delete when 20 years old.

DispAuthNo. New item

**3. Annual Report on Political Violence Against Americans**

Description: One copy of each publication dealing with a comprehensive picture of the broad spectrum of political violence that American citizens and interests have encountered abroad on an annual basis.

Disposition: PERMANENT. Cutoff at end of calendar year. Retire in 10-year blocks to RSC. Transfer 10-year blocks to the National Archives when 25 years old.

DispAuthNo. New item (supersedes N1-059-92-19, item 2a)