

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

LEAVE BLANK	
JOB NO  NC1-GRS-81- 8	
DATE RECEIVED February 13, 1981	
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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10	
3-20-81 <i>Date</i>	<i>[Signature]</i> <i>Archivist of the United States</i>

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

1. FROM (AGENCY OR ESTABLISHMENT)  
National Archives and Records Service

2. MAJOR SUBDIVISION  
Office of Federal Records Centers

3. MINOR SUBDIVISION  
Records Disposition Division

4. NAME OF PERSON WITH WHOM TO CONFER  
Raymond C. Tagge

5. TEL EXT  
724-9355

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.

C. DATE 2-13-81	D. SIGNATURE OF AGENCY REPRESENTATIVE <i>Ronald L. Heise</i>	E. TITLE <i>[Signature]</i> Acting Director, Records Disposition Division
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7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO	10. ACTION TAKEN
1.	<p>Amendment to General Records Schedule 18, Security and Protective Service Records, Items 25 and 26.</p> <p>25. <u>Security Violations Records</u> Case files relating to investigations of alleged violations of Executive Orders, laws, or agency regulations for the safeguarding of national security information.</p> <p>a. Files relating to alleged violations of a sufficiently serious nature that they are referred to the Departments of Justice or Defense for prosecutive determination, exclusive of files held by Department of Justice or Defense offices responsible for making such determinations. DESTROY 5 years after close of case.</p> <p>b. All other files, exclusive of papers placed in Official personnel folders. DESTROY 2 years after completion of final action or when no longer needed, whichever is sooner.</p> <p>26. RESERVED.</p>		2 items