| (See Instructions on reverse) TO: NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) WASHINGTON, DC 20408 1. FROM (Agency or establishment) Commission on the Roles and Capabilities of the U.S. Intelligence Community 2. MAJOR SUBDIVISION 3. MINOR SUBDIVISION 4. NAME OF PERSON WITH WHOM TO CONFER (202) 414-1142 (W) 762 - 536 - 4094 6. AGENCY CERTIFICATION I hereby certify that I am authorized to act for this agency in matters pertaining to the disposition of its re and that the records proposed for disposal on the attached page(s) are not now needed for the bu of this agency or will not be needed after the retention periods specified; and that written concurrence the General Accounting Office, under the provisions of Title 8 of the GAO Manual for Guidance of Fe Agencies, X | | | | | | LEAVE BLANK (N | ARA use on |
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STANDARD FORM 115 (REV. 3-91) Prescribed by NARA 36 CFR 1228

Commission on the Roles and Capabilities of the United States Intelligence Community, 1994-1996

1. Meeting Files

Agendas, background papers, minutes of meetings. Arranged chronologically by date of meeting.

A. Commission Meeting Files CLASSIFIED Volume: 1.75 Cubic Feet

PERMANENT. Transfer to the National Archives upon termination of the Commission.

B. Staff Meeting Files CLASSIFIED Volume: .25 Cubic Feet

PERMANENT. Transfer to the National Archives upon termination of the Commission.

C. Audio Cassette Tapes of Commission Meeting CLASSIFIED Volume: 13 Tapes

PERMANENT. Transfer to the National Archives upon termination of the Commission.

2. Correspondence

Incoming and outgoing correspondence, memoranda, and other materials dealing with the purpose and functions of the Commission.

A. Correspondence with public and interested organizations. ${\tt CLASSIFIED}$

Volume: 3 Cubic Feet

PERMANENT: Transfer to the National Archives upon termination of the Commission.

B. Return receipts of classified material.

CLASSIFIED

Volume: .10 Cubic Feet

PERMANENT. Transfer to the National Archives upon termination of the Commission.

3. Papers, Reports and Related Records

Papers, reports, significant drafts, background materials, comments of staff and commission members, summaries of task force deliberations, and notes from interviews.

A. Scope Papers and Related Records CLASSIFIED Arranged by scope paper topic.
Volume: 1 Cubic Foot

PERMANENT. Transfer to National Archives upon termination of the Commission.

B. Issue Papers and Related Records CLASSIFIED Arranged by issue paper topic.

Volume: 7 Cubic Feet (includes 3 video tapes and 2 copies of 2 charts rolled into 1 large cardboard tube).

PERMANENT. Transfer to National Archives upon termination of the Commission.

C. Final Report and Related Records CLASSIFIED
Paper copy. Volume: 3 Cubic Feet

PERMANENT. Transfer to National Archives upon termination of commission.

4. Information Gathering Records

A. Interview "Write-ups" CLASSIFIED

Summaries of notes taken during interviews. Arranged in alphabetical order by name and by subject. Volume: 1 Cubic Foot

PERMANENT. Transfer to National Archives upon termination of the Commission.

B. Commission Site Visit Reports CLASSIFIED

Descriptions and comments by Commission members and staff members relating to information gathered during Commission trips.

Arranged chronologically by trip itinerary.

Volume: 2 Cubic Feet

PERMANENT. Transfer to National Archives upon termination of the Commission.

C. General Background Files CLASSIFIED

Copies of records collected or used by the Commission for research purposes that do not have to be returned to the originating agency.

Volume: 5 Cubic Feet

PERMANENT. Transfer to National Archives upon termination of the Commission.

5. Staff Director's Files CLASSIFIED

Correspondence and other records relating to Commission members and staff.
Arranged by subject.

Volume: 1 Cubic Feet

PERMANENT. Transfer to National Archives upon termination of the Commission.

6. Public Outreach Records

A. Press releases, press packets, and other records. Volume: 1 Cubic Foot

PERMANENT. Transfer to National Archives upon termination of the Commission.

B. Video Tapes of Speeches and the Public Hearing Volume: 2 Tapes

PERMANENT. Transfer to National Archives upon termination of the Commission.

7. General Counsel's Files CLASSIFIED

Legal opinions, memoranda, and contract records. Volume: 2 Cubic Feet

PERMANENT. Transfer to National Archives upon termination of the Commission.