**REQUEST FOR RECORDS DISPOSITION AUTHORITY**

(See Instructions on reverse)

To NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NARA)
WASHINGTON, DC 20408

1. FROM (Agency or establishment)
   Central Intelligence Agency

2. MAJOR SUBDIVISION

3. MINOR SUBDIVISION

4. NAME OF PERSON WITH WHOM TO CONFER
5. TELEPHONE

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.

7. ITEM NO.

8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION

1. THRIFT Savings Plan Files. Consists of records on participants in the THRIFT Savings Plan.

   1a. Case files indexed by name consisting of forms filed by or for THRIFT Savings Plan participants. (1986 to Present)

      TEMPORARY. Destroy 99 years after cutoff. Cutoff upon separation (resignation or retirement) of participant.

   1b. Records indexed by year consisting of participant statements and transactions (fund activity records). (1986-1996)

      TEMPORARY. Destroy 99 years after cutoff. Cutoff upon separation (resignation or retirement) of participant.

      (1) Silver copy. Destroy on April 1, 2096.

      (2) Diazo copy. Destroy on April 1, 2002

   9. GRS OR SUPERSEDED JOB CITATION

10. ACTION TAKEN (NARA USE ONLY)

   NSN 7540-00-634-4064

PREVIOUS EDITION NOT USABLE

STANDARD FORM 115 (REV 3-91)

Copy to: Agency
Redactions have been made to this record control schedule pursuant to 5 U.S.C. 552(b)(3) with the corresponding statute 50 U.S.C. 403(g), Section 6 of the CIA Act of 1949 which protects from disclosure the “organization, functions, names, official titles” of the CIA and/or Exemption 6, personal privacy. You will need to submit a Freedom of Information Act (FOIA) request to the Office of the General Counsel for the withheld information. Information on how to file a FOIA may be found here:

http://www.archives.gov/foia/