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| REQUEST FOR RECORDS DISPOSITION AUTHORITY (See Instructions on reverse) | |
| TO: NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) WASHINGTON, DC 20408 | |
| 1. FROM (Agency or establishment) U.S. Office of Government Ethics | |
| 2. MAJOR SUBDIVISION Office of the Director | |
| 3. MINOR SUBDIVISION | |
| 4. NAME OF PERSON WITH WHOM TO CONFER Mary T. Donovan, CRM | 5. TELEPHONE 202-208-8000 ext. 1185 |

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|---|---|
| LEAVE BLANK (NARA use only) | |
| JOB NUMBER NI-522-03-1 | |
| DATE RECEIVED 1-13-2003 | |
| 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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.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 6-18-03 | ARCHIVIST OF THE UNITED STATES <i>John W. Paul</i> |

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.

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|----------------|---|--------------------------|
| DATE 1/7/03 | SIGNATURE OF AGENCY REPRESENTATIVE <i>Mary T. Donovan, CRM</i> | TITLE Records Officer |
|----------------|---|--------------------------|

| 7. ITEM NO. | 8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION | 9. GRS OR SUPERSEDED JOB CITATION | 10. ACTION TAKEN (NARA USE ONLY) |
|-------------|--|-----------------------------------|----------------------------------|
| | See attached Records relating to allegations involving Inspectors General | | |

24 copies sent to Agency, NAWM, NA

Item 1, Records relating to allegations involving Inspectors General.

Records documenting OGE's evaluation of allegations involving Inspectors General brought before the Integrity Committee of the President's Council on Integrity and Efficiency (PCIE).

A. Case summaries. Files include briefing document prepared by OGE staff for Director's use at meetings.

TEMPORARY. Place case summary in inactive file upon resolution of allegation or close of investigation. Cut off inactive files at the end of the year. Destroy 5 years after cutoff.

B. Electronic versions of records covered by subitem A created by word processing application.

TEMPORARY. Delete when file copy is generated and when no longer needed for reference or updating, whichever is later.