

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

*Dec. 12/14/78*

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

1. FROM (AGENCY OR ESTABLISHMENT)

DEFENSE INVESTIGATIVE SERVICE

2. MAJOR SUBDIVISION

LOGISTICS AND SERVICES DIRECTORATE

3. MINOR SUBDIVISION

ADMINISTRATION DIVISION

4. NAME OF PERSON WITH WHOM TO CONFER

MRS. NORMA STAPLESON

5. TEL. EXT.

693-0881/5012

LEAVE BLANK

JOB NO

**NC1 446 89 1**

DATE RECEIVED  
**4 DEC 1978**

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" on the right in column 10

*Rejected*

Date: \_\_\_\_\_  
Archivist of the United States

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 27 Nov 78	D. SIGNATURE OF AGENCY REPRESENTATIVE <i>Shirley A. Allen</i>	E. TITLE RECORDS MANAGER
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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
1-10	<p><u>INFORMATION BULLETINS</u>: Announcements, notices, instructions, or official directive material of permanent reference value.</p> <p>a. <u>OFFICE OF PRIMARY RESPONSIBILITY</u>: PERMANENT: Cutoff 31 Dec; retire to FRC after 5 years; offer to the National Archives when 20 years old (in 5-year increments)</p> <p>b. <u>OTHER OFFICES</u>: TEMPORARY: Destroy when no longer needed.</p> <p>JUSTIFICATION: Since DIS Information Bulletins are official and directive in nature, request the disposition schedule 1-10 be changed from temporary to permanent as reflected above.</p> <p><i>Returned to agency --not approved</i></p>		