

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

4/22/82

LEAVE BLANK	
JOB NO	
NC1-60-82-7	
DATE RECEIVED May 5, 1982	
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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10	
Date	Acting Archivist of the United States
5-17-82	Edward Weldon

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

1 FROM (AGENCY OR ESTABLISHMENT)  
**Department of Justice**

2 MAJOR SUBDIVISION  
**Justice Management Division**

3 MINOR SUBDIVISION  
**Records Maintenance and Disposition Section**

4 NAME OF PERSON WITH WHOM TO CONFER  
**Bernard W. Berglind**

5. TEL EXT  
**724-6043**

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 2 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 4/28/82	D SIGNATURE OF AGENCY REPRESENTATIVE <i>Terry Appenzellar</i> Terry Appenzellar	E. TITLE Director, Library Staff, Office of Information Technology, Justice Management 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><b>JUDICIAL DISTRICT ADMINISTRATIVE FILES</b></p> <p>Arranged by a subject-numeric system known as the Administrative Classification, in which the first number (the prefix) is usually the State or Judicial District number and the second number (the suffix) generally represents an administrative subject. The prefix "0" indicates that the file relates to several or all Judicial Districts. Thus, file number OX213 designates a general file relating to uncollected judgments, while file number 33S213 designates a file relating to uncollected judgments for the Southern District of New York.</p> <p>In recent years the filing system was used primarily for record material relating to offices of U.S. Attorneys and U.S. Marshals. The latest material is dated around 1974, at which time the Executive Office for U.S. Attorneys and the U.S. Marshals Service began maintaining their own records. These records consist of information copies on court reporting, firearms qualifications, accounting documents, transportation of prisoners, vehicle management, and copies of SF-135, Records Transmittal and Receipt. (The SF-135s will be withdrawn and maintained with the Department's file on records transmittals.) The Administrative Office of the U.S. Courts previously assumed</p>		4 items

115-107  
 made necessary

Closed Out: 5-19-82: K.T.N.  
 Copy to Agency, NCW, NNB & NNT

**Request for Records Disposition Authority - Continuation**

JOB NO

PAGE OF  
2 of 2

7 ITEM NO	8 DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9 SAMPLE OR JOB NO	10 ACTION TAKEN
	<p>custody of those files within the system relating to administration of Federal courts.</p> <p>Approximate volume is 482 cubic feet.</p> <p>a. General Subdivision files 03 (committees and conferences), 012 (policy and procedures), and 016 (definitions and interpretations), including both correspondence and enclosures.</p> <p>DISPOSITION: PERMANENT. Offer immediately for transfer to NARS.</p> <p>b. Files suffixed 26, 36, and 56 (which may be subbed for individual cases), covering misconduct charges against U.S. Attorneys, U.S. Marshals, and Federal judges, and including both correspondence and enclosures.</p> <p>DISPOSITION: PERMANENT. Offer immediately for transfer to NARS.</p> <p>c. File number OX51, secs. 1-12 and enclosures, relating to the Attorney General's Conference on Court Congestion and Delay in Litigation, 1956-60 (Accession Nos. 060-63A0091, boxes 768-71, and 060-65A0170, boxes 649-50 and 1086-88).</p> <p>DISPOSITION: PERMANENT. Offer immediately for transfer to NARS.</p> <p>d. All remaining files, including correspondence and enclosures.</p> <p>DISPOSITION: Destroy immediately.</p>		