

REQUEST FOR RECORDS DISPOSITION AUTHORITY		JOB NUMBER <i>NI-065-06-7</i>	
TO: NATIONAL ARCHIVES & RECORDS ADMINISTRATION 8601 ADELPHI ROAD COLLEGE PARK, MD 20740-6001		Date received <i>4/12/07</i>	
1. FROM (Agency or establishment) DEPARTMENT OF JUSTICE		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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.	
2. MAJOR SUBDIVISION FEDERAL BUREAU OF INVESTIGATION			
3. MINOR SUBDIVISION CRIMINAL INVESTIGATIVE DIVISION			
4. NAME OF PERSON WITH WHOM TO CONFER Teresa C. Sharkey, CRM	5. TELEPHONE NUMBER 202-324-1613	DATE <i>7/24/07</i>	ARCHIVIST OF THE UNITED STATES <i>Allen W. ...</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 <u> 2 </u> page(s) are not needed now for the business for 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, <input checked="" type="checkbox"/> is not required <input type="checkbox"/> is attached; or <input type="checkbox"/> has been requested.			
DATE <i>4/10/07</i>	SIGNATURE OF AGENCY REPRESENTATIVE <i>William D. Hoster</i>		TITLE ASSISTANT DIRECTOR
7. ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
	The National Stolen Art File (NSAF) The Federal Bureau of Investigation (FBI) established the National Stolen Art File (NSAF) to assist law enforcement agencies in resolving the problem of art theft. The NSAF is a computerized index of stolen art and cultural property as reported to the FBI by law enforcement agencies throughout the United States and internationally.		
<i>7/30/07 All copies sent to Agency</i>			

7. ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
	<p>(1) Inputs: Images and descriptions of stolen art submitted to the FBI by domestic and international law enforcement agencies. Requests are submitted via an FD-531 (Stolen Art Data Sheet), which must be completed by a law enforcement agency and accompanied by a physical description of the object, a photograph of the object, if available, and a copy of any police reports or other information relevant to the investigation.</p> <p style="padding-left: 40px;">(a) Information provided by domestic and international law enforcement to the FBI for entry into the National Stolen Art File.</p> <p style="padding-left: 40px;">DISPOSITION: Temporary. Delete/destroy upon verification of successful input into the database.</p> <p style="padding-left: 40px;">(b) Information provided by the FBI.</p> <p style="padding-left: 40px;">DISPOSITION: Place record copy of FD-531 and any attachments in the appropriate Office of Origin (OO) investigative case file. RETAIN/DESTROY commensurate with the provisions of NARA Job No. N1-65-04-4.</p> <p>(2) Master File: The NSAF consists of images and physical descriptions of stolen and recovered objects, in addition to investigative case information. The criteria for an object to be eligible to be entered into the NSAF are as follows:</p> <p style="padding-left: 40px;">* The object must be uniquely identifiable and of artistic or historical significance; this includes fine and decorative arts, antiquities, Asian and Islamic art, ethnographic objects (Native American, African, and Aboriginal), archaeological material, textiles, books and manuscripts, clocks and watches, coins, stamps, musical instruments, and scientific instruments.</p> <p style="padding-left: 40px;">* The object must be valued at \$2,000 or more; or less if associated with a major crime.</p> <p style="padding-left: 40px;">DISPOSITION: Temporary. Destroy/delete seven years after recovery of the artifact.</p>		

7. ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
	<p>(3) Outputs</p> <p>(a) Searches requested by law enforcement through a FBI office.</p> <p>DISPOSITION: Search results are provided to the requesting law enforcement office.</p> <p>(b) Searches conducted for FBI investigations</p> <p>DISPOSITION: Place in the appropriate Office of Origin (OO) investigative case file. RETAIN or DESTROY commensurate with the provisions of NARA Job No. N1-65-04-4.</p> <p>(c) Ad-hoc and standardized reports:</p> <p>DISPOSITION: Temporary. DELETE/DESTROY when no longer needed for reference.</p> <p>(4) System Documentation: Data systems specifications, file specifications, codebooks, record layouts, user guides, output specifications, and final reports (regardless of medium).</p> <p>DISPOSITION: Temporary. Delete/destroy when superseded or obsolete, or upon authorized deletion of the related master file or data base.</p>		