

REQUEST FOR RECORDS DISPOSITION AUTHORITY <i>(See Instructions on reverse)</i>		LEAVE BLANK (NARA use only)	
TO NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) WASHINGTON, DC 20408		JOB NUMBER <i>NI-129-00-10</i>	
1. FROM (Agency or establishment) FEDERAL BUREAU OF PRISONS		DATE RECEIVED <i>1-20-2000</i>	
2. MAJOR SUBDIVISION FEDERAL CORRECTIONAL FACILITIES		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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10	
3. MINOR SUBDIVISION (SEE ATTACHED)			
4. NAME OF PERSON WITH WHOM TO CONFER OMAR HERRAN	5. TELEPHONE (202) 514 - 2254		
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>1</u> 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, <div style="display: flex; justify-content: space-around; margin-top: 5px;"> <input checked="" type="checkbox"/> is not required; <input type="checkbox"/> is attached; or <input type="checkbox"/> has been requested. </div>		DATE <i>6-26-00</i>	
SIGNATURE OF AGENCY REPRESENTATIVE <i>Omar Herran</i>		ARCHIVIST OF THE UNITED STATES <i>[Signature]</i>	
DATE <i>01/10/2000</i>	TITLE CHIEF, INFORMATION MANAGEMENT OFFICE		
7. ITEM NO	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
(SEE ATTACHED)			
<i>Agency NR number, number</i>			

Federal Bureau of Prisons: Record Group 129

Federal Correctional Facilities: (Federal Prison Camps, Correctional Institutions, Detention Centers & Penitentiaries)

EMPLOYEE DEVELOPMENT RECORDS

The great majority of this office's records are covered by the General Records Schedules, particularly GRS 1, item 29, and the common series. The following documentation may also be maintained.

1. CERTIFICATIONS FILES

Certificates, licenses and analogous records documenting an instructor's teaching qualifications in areas such as firearms, self-defense and disturbance control.

Disposition: *Temporary. Destroy 6 months after superseded.*

2. MEMORANDA OF UNDERSTANDING

Cooperative agreements with other BOP components, other Federal agencies, and local, regional or state governmental bodies. Examples include use of an obstacle course by a local police force, or use of another agency's firing range.

Disposition: *Temporary Destroy 1 year after superseded*

3. ELECTRONIC MAIL AND WORD PROCESSING RECORDS

Disposition: *Temporary Delete after the recordkeeping copy has been produced.*