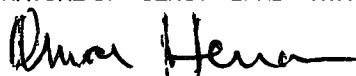


<b>REQUEST FOR RECORDS DISPOSITION AUTHORITY</b> (See Instructions on reverse)		<b>LEAVE BLANK (NARA use only)</b>	
TO NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) WASHINGTON, DC 20408		JOB NUMBER 71-129-06-2	
1 FROM <b>USDOJ/BOP</b> Depart		DATE RECEIVED 11-8-2006	
2 MAJOR SUBDIVISION CORRECTIONAL FACILITIES/REGIONAL OFFICES		<b>NOTIFICATION TO AGENCY</b> 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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10	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 PSYCHOLOGY DEPT		DATE 11/27/07	
4 NAME OF PERSON WITH WHOM TO CONFER OMAR HERRAN		ARCHIVIST OF THE UNITED STATES Allen Wanda	
5 TELEPHONE (202) 514-2254			

<b>6 AGENCY CERTIFICATION</b> 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,		
<input checked="" type="checkbox"/> is not required; <input type="checkbox"/> is attached; or <input type="checkbox"/> has been requested		
DATE 11/07/05	SIGNATURE OF AGENCY REPRESENTATIVE 	TITLE CHIEF, INFORMATION MGT 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7 ITEM NO	8 DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARA USE ONLY)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		

115-109

 NSN 7540-00-634-4604  
 PREVIOUS EDITION NOT USABLE

 STANDARD FORM 115 (REV 3-91)  
 Prescribed by NARA  
 36 CFR 1228

Created by Electronic Document Services/USDHHS (301) 443 2454

EF

8/3/6/07 Copies Sent to Agency, NWD, NWDWA, NR

**INST/REG/CO - Psychology Services Dept. (Drug Education/Abuse Programs, PSI Intake)**

Authority <b>N1-129-06-</b>	Item#	Approved:
Major Sub <b>INST/REG/CO</b>	Physical Media <b>Paper</b>	Dated:
Minor Sub: <b>Psychology Dept</b>	System Location: <b>Bureau-wide (Institutions/Region/Central Office)</b>	
Item Name: <b>Psychology Drug Education, Drug Abuse Programs</b>		

1 Drug Education Files - Organized by inmate class group, these files consist of education test and score for passing the drug education course as well as a completion certificate and agreement to participate in the program.

Disposition: Temporary. Destroy 3 years after date of completion or expulsion from the program.

2 Drug Abuse Program Treatment Files (a.k.a. RDAP or DAP) - Files containing treatment agreement, homework assignments, treatment contracts for residential and nonresidential inmate drug abuse treatment programs. Files are organized by group number assignment such as Cohort #7, Cohort # 8, and so on.

Interviews and Psychological Tests and related materials

Disposition: Temporary Cutoff files by the calendar year of the date of completion or expulsion from the program Destroy 7 years after cutoff.