

REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

TO: NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR)
WASHINGTON, DC 20408

1. FROM (Agency or establishment)

FEDERAL BUREAU OF PRISONS

2. MAJOR SUBDIVISION

REGIONAL OFFICES

3. MINOR SUBDIVISION

(SEE ATTACHED)

4. NAME OF PERSON WITH WHOM TO CONFER

OMAR HERRAN

5. TELEPHONE

(202) 514 - 2254

LEAVE BLANK (NARA use only)

JOB NUMBER

NI-129-07-6

DATE RECEIVED

3/26/07

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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.

DATE

3/16/07

ARCHIVIST OF THE UNITED STATES

[Signature]

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 _____ 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,

☒ is not required; ☐ is attached; or ☐ has been requested.

DATE

3/16/07

SIGNATURE OF AGENCY REPRESENTATIVE

[Signature: Omar Herran]

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 GRS OR SUPERSEDED JOB CITATION	10.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)		

8/20/07 Copies sent to Agency/NUMA/NR

Authority: N1-129-07-06	Existing Regulations:	Approved: Pending
Major Sub. Regional Office	Media: Neutral	Dated:
Minor Sub: Correctional Programs	System Location:	
Item Name: Regional Correctional Programs		

1. **Special Regional Designations** - documents pertaining to special designation requests to and from the Regional Director, for special units within the Region, and among Regional Directors.

Disposition: Temporary. Destroy/delete when 3 years old or when no longer needed for reference purposes, whichever is later. Exceptions will be observed for notorious inmates with special historical significance.

2. **Central Inmate Monitoring Files** - request and approval documentation for special supervision, disruptive groups, and threats to government officials. Files are organized by institution within the Region and may be transferred to another region upon an inmate's move. Files are reviewed quarterly.

Disposition: Temporary. Destroy/delete 1 year after sentence completion.