INACTIVE - ALL ITEMS SUPERSEDED OR OBSOLETE

Schedule Number: N1-129-97-003

All items in this schedule are inactive. Items are either obsolete or have been superseded by newer NARA approved records schedules.

Description:

This schedule is superseded by N1-129-05-002 and GRS 5.1 item 020 (DAA-GRS-2016-0016-0002)

Date Reported: 07/23/2020

REQUEST FOR RECORDS DISPOSITION AUTHORITY (See Instructions on reverse)			, LEAVE BLANK (NARA use only) JOB NUMBER N1-129-97-3	
TO NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) WASHINGTON, DC 20408			DATE RECEIVED 10 - 29 - 96	
1 FROM (Agency or establishment)			NOTIFICATION TO AGENCY	
FEDERAL BUREAU OF PRISONS				
2 MAJOR SUBDIVISION			In accordance with the provisions of 44 USC 3303a the disposition request	<u> </u>
FEDERAL CORRECTIONAL FACILITIES			including amendments, is approved except for items that may be marked "disposition no	r
3 MINOR SUBDIVISION			approved" or "withdrawn" in column 10	١ ا
(SEE ATTACHED) 4 NAME OF PERSON WITH WHOM TO CONFER 5 TELEPHONE			DATE ARCHIVIST OF THE UNITED ST.	ATES
14 INDIVIL OF FERGOIN WITH WINDIVITO COINFER 5 TELE			L L L L L L L L L L	11-2
OMAR HERRAN	(202) 514 - 22	254	2-1-01 Mill- Carl	
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				
7			9. GRS OR 10 ACTIO	ON
ITEM 8 DESCRIPTION OF ITEM AND PROPOSED DISPOSITION NO			SUPERSEDED TAKEN (N/ JOB CITATION USE ONL	
Reverse Trumbe or				

115-109

NSN 7540-00-634-4064 PREVIOUS EDITION NOT USABLE STANDARD FORM 115 (REV 3-91)
Prescribed by NARA
36 CFR 1228

Federal Bureau of Prisons: Record Group 129

Central Office - Correctional Programs Division

SPECIAL INVESTIGATIVE SERVICES PROGRAM - Correctional Services Branch

1. S.LS. CRIMINAL INVESTIGATIVE FILES – CATEGORY 100 PROHIBITED ACT

These files relate to the most serious crimes (greatest category) that can occur at a Bureau Of Prisons facility, such as murder, rioting, escapes, and hostage taking Files consist of Incident reports, medical reports, photographs, official narratives, Form 583 (Use of Force Report), and Form 586 (After Action Review).

Maintained at each facility and arranged by incident category and thereunder chronologically. Accumulation: approx 1-2 cu. ft. per year.

Disposition: Permanent Cut off files at the end of the calendar year Reture to the Federal Records Center 5 years after cut off Transfer to NARA 10 years after cut off

2. S.I.S. CRIMINAL INVESTIGATION – CATEGORY 200 PROHIBITED ACTS

These files relate to the less severe, but still serious crimes (high category) that can occur at a Bureau of Prisons facility. Files consist of incident reports, medical reports, photographs, official narratives, Form 583 (Use of Force Report), and Form 586 (After Action Review). Note: The Bureau of Prisons will bring any historically significant case files to NARA's attention for appraisal on a case-by-case basis.

Maintained at each facility and arranged by incident category and thereunder chronologically. Accumulation: approx. 1-2 cu. ft per year.

Disposition: Temporary Cut off files at the end of the calendar year Destroy when 5 years old or when no longer needed for legal evidence or investigative purposes, whichever is later

3. S.I.S. CRIMINIAL INVESTIGATION FILES – CATEGORY 300 AND 400 PROHIBITED ACTS

These files relate to low moderate crimes that can occur at a Bureau of Prisons facility. Files consist of incident reports, medical reports, photographs, official narratives, Form 583 (Use of Force Report), and Form 586 (After Action Review). Note The Bureau of Prisons will bring any historically significant case files to NARA's attention for appraisal on a case – by –case basis.

Disposition: Temporary Cut off files at the end of the calendar year Destroy when 5 years old or when no longer needed for legal evidence or investigative purposes whichever is later

4. VIDEOTAPES

Videotapes crated in "use of force" and other situations to document the actions of corrections officers dealing with inmates.

Disposition: Temporary Destroy when 2 years old or when no longer needed for legal evidence or investigative purposes, whichever is later

5. ELECTRONIC VERSION OF RECORDS CREATED BY THE ELECTRONIC MAIL AND WORD PROCESSING APPLICATIONS FOR ITEMS 1-3 OF THE CORRECTIONAL SERVIES BRANCH SCHEDULE.

Disposition: Temporary Delete after the record keeping copy has been produced