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Description of document: Department of Justice (DOJ) National Security Division (NSD) Requests for Records Disposition Authority, 1989-2017

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Source of document: FOIA Request  
National Security Division  
U.S. Department of Justice  
950 Pennsylvania Avenue, NW  
Room 6150  
Washington, DC 20530-0001  
Email: [nsdfoia@usdoj.gov](mailto:nsdfoia@usdoj.gov)

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**U.S. Department of Justice**

National Security Division

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*Washington, D.C. 20530*

**DEC - 6 2019**



**Re: FOIA/PA #20-080**

This is in reference to your email dated November 19, 2019 for information pertaining to copy of the records schedule for the National Security Division. Our FOIA office received your Freedom of Information Act request on November 19, 2019.

Attached is the document responsive to your request. The document is being released in its entirety. No deletions or exemptions have been claimed.

Sincerely,

  
Annetta Mallory  
Government Information Specialist

REQUEST FOR RECORDS DISPOSITION AUTHORITY (See Instructions on reverse)		LEAVE BLANK	
GENERAL SERVICES ADMINISTRATION NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408		JOB NO. N1-60-88-10	DATE RECEIVED 7/13/89
1. FROM (Agency or establishment) Department of Justice		NOTIFICATION TO AGENCY  In accordance with the provisions of 44 U.S.C. 3303a the disposal request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10. If no records are proposed for disposal, the signature of the Archivist is not required.	
2. MAJOR SUBDIVISION Justice Management Division			
3. MINOR SUBDIVISION Records Management Section			
4. NAME OF PERSON WITH WHOM TO CONFER Bernard W. Berglind	5. TELEPHONE EXT. 272-6126	DATE 10/3/89	ARCHIVIST OF THE UNITED STATES 
6. CERTIFICATE OF AGENCY REPRESENTATIVE			
<p>I hereby certify that I am authorized to act for this agency in matters pertaining to the disposal of the agency's records; that the records proposed for disposal in this Request of <u>76</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, if required under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies, is attached.</p> <p>A. GAO concurrence: <input type="checkbox"/> is attached; or <input checked="" type="checkbox"/> is unnecessary.</p>			
B. DATE 07-13-89	C. SIGNATURE OF AGENCY REPRESENTATIVE  Bernard W. Berglind		D. TITLE Assistant Chief, Record Section, Justice Manage
7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)		9. GRS SUPERS JOI CITAT
	<p style="text-align: center;"><b>DUPLEX-NUMERIC FILES</b></p> <p>This schedule for duplex-numeric files supersedes the following schedules in their entirety: Job Nos. II-NNA-3122, TT-NNA-3185, NN-167-129, NN-167-135, and NN-172-22.</p> <p>Item entries in this schedule reference classifications 1-194 of DOJ's duplex numeric system. However, actual disposition standards for files maintained under classifications 90 (Land Matters) and 146 (World War II Matters) are provided in separate schedules (Job Nos. N1-60-88-12 and -13, respectively), given the complexity of the classifications. No disposition standards are provided for files maintained under classification 5 (Tax Matters), as NARA and DOJ's Tax Division were unable to reach agreement on access to the records, given the presence of confidential tax return information in the files.</p>		

### CASE FILES


The case files maintained by the various legal divisions and the Office of Legal Counsel of the Department of Justice (DOJ) consist of (1) records created or accumulated by these components in carrying out DOJ's responsibilities in matters arising under the laws of the United States in which legal action may be taken or considered, and (2) records created or accumulated by DOJ in connection with administrative matters relating to the department, its various components, and offices of United States attorneys.

The files are arranged by a subject-numeric system, formally known as the duplex-numeric system, that is based on a standard set of numerical codes. The primary numbers, now numbering some 194, are usually identified with Federal laws or administrative or other subjects. The secondary numbers usually identify particular judicial districts, although this sequence sometimes varied to include certain statutory subparts, certain subjects or commodities, or other specific subjects. A third sequence of numbers is used to identify each file which usually contains documents pertaining to a particular case arising within a given district. Hence, using the example of case file 5-51-836, the number "5" refers to the violation or subject (income and inheritance taxes), "51" represents the judicial district (Southern New York), and "836" identifies a particular case.

NOTE: Disposition instructions for the GENERAL FILES ("0" subs) under each of the following classifications are provided by Item 195 of this schedule.

1. Class 1 - Insecticide, Fungicide, and Hazardous Substances

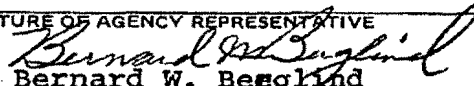
This classification covers violations of the Federal Insecticide, Fungicide, and Rodenticide Act; Comprehensive Environmental Response, Compensation & Liability Act; Toxic Substances Control Act; and Resources Conservation and Recovery Act. These statutes regulate the registration, labeling, distribution and use of pesticides or poisons in interstate commerce and the handling, cleanup and disposal of hazardous substances.

<b>REQUEST FOR RECORDS DISPOSITION AUTHORITY</b> (See Instructions on reverse)		LEAVE BLANK JOB NO. N1-60-88-10	
GENERAL SERVICES ADMINISTRATION NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408		DATE RECEIVED 7/13/89	
1. FROM (Agency or establishment) Department of Justice		NOTIFICATION TO AGENCY In accordance with the provisions of 44 U.S.C. 3303a the disposal request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10. If no records are proposed for disposal, the signature of the Archivist is not required.	
2. MAJOR SUBDIVISION Justice Management Division			
3. MINOR SUBDIVISION Records Management Section			
4. NAME OF PERSON WITH WHOM TO CONFER Bernard W. Berglind		5. TELEPHONE EXT. 272-6126	DATE 10/3/89
		ARCHIVIST OF THE UNITED STATES 	

6. CERTIFICATE OF AGENCY REPRESENTATIVE

I hereby certify that I am authorized to act for this agency in matters pertaining to the disposal of the agency's records; that the records proposed for disposal in this Request of 76 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, if required under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies, is attached.

A. GAO concurrence: ☐ is attached; or ☒ is unnecessary.

B. DATE 07-13-89	C. SIGNATURE OF AGENCY REPRESENTATIVE  Bernard W. Berglind	D. TITLE Assistant Chief, Record Section, Justice Manage
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7. EM 7.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods) DUPLEX-NUMERIC FILES This schedule for duplex-numeric files supersedes the following schedules in their entirety: Job Nos. II-NNA-3122, II-NNA-3185, NN-167-129, NN-167-135, and NN-172-22. Item entries in this schedule reference classifications 1-194 of DOJ's duplex numeric system. However, actual disposition standards for files maintained under classifications 90 (Land Matters) and 146 (World War II Matters) are provided in separate schedules (Job Nos. N1-60-88-12 and -13, respectively), given the complexity of the classifications. No disposition standards are provided for files maintained under classification 5 (Tax Matters), as NARA and DOJ's Tax Division were unable to reach agreement on access to the records, given the presence of confidential tax return information in the files.	9. GRS SUPERS JOI CITAT
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149. Class 149 - Foreign Agents Registration Act

On June 1, 1942, Executive Order 9176 transferred the administration of the Foreign Agents Registration Act of 1938, as amended, from the Department of State to the Department of Justice. Files of the State Department unit administering the act were transferred to the Special War Policies Unit of DOJ's War Division and later to the Foreign Agents Registration Section of the Internal Security Division. Both acts require the registration of agents of foreign governments or corporations owned by foreign governments.

Disposition: PERMANENT. Transfer to WNRC one year after close of case. Transfer to the National Archives in five-year blocks 30 years after close of case.

150. Class 150 - Knock for Knock

This classification covers cases under so-called knock for knock agreements signed by the United States and its principal World War II allies between 1942 and 1949.

Disposition: PERMANENT. Transfer to WNRC one year after close of case. Transfer to the National Archives in five-year blocks 30 years after close of case.

151. Class 151 - World War II Veterans Matters

This classification covers suits filed under the Servicemen's Adjustment Act of 1944 (the "GI Bill of Rights"), the Selective Training and Service Act of 1940, and the Military Selective Service Act of 1967 (formerly the Universal Military Training and Service Act). Included are U.S. government claims arising from veterans' assistance programs involving schooling (suits against veterans and educational institutions), housing, and loan guarantees; claims for reimbursement for VA hospital costs and overpayment of readjustment allotments; and compromise matters submitted through the General Accounting Office.

A. Multi-section case files and related enclosures.

Disposition: PERMANENT. Transfer to WNRC one year after close of case. Transfer to the National Archives in five-year blocks 30 years after close of case.

REQUEST FOR RECORDS DISPOSITION AUTHORITY (See Instructions on reverse)		LEAVE BLANK (NARA use only)	
TO NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) WASHINGTON, DC 20408		JOB NUMBER <b>NI-60-93-6</b>	
1. FROM (Agency or establishment) Department of Justice		DATE RECEIVED <b>1-19-93</b>	
2. MAJOR SUBDIVISION Office of Intelligence Policy and Review		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			
4. NAME OF PERSON WITH WHOM TO CONFER  Mary C. Lawton	5. TELEPHONE  202 514 5600	DATE <b>5-20-93</b>	
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,  <input checked="" type="checkbox"/> is not required; <input type="checkbox"/> is attached; or <input type="checkbox"/> has been requested.		ARCHIVIST OF THE UNITED STATES <i>Andy Hunkamp Petersen</i>	
DATE <b>01-14-93</b>	SIGNATURE OF AGENCY REPRESENTATIVE <i>Bernard W. Berglund</i> Bernard W. Berglund	TITLE Records Officer	
7. ITEM NO	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
	See attached		
<p><i>Copies sent to agency, NN+W, NNT 6/2/93</i></p>			



1. Foreign Counterintelligence Review Forms. The FBI periodically reports to the Attorney General on foreign counterintelligence investigations it is conducting. These reports are reviewed in the Office of Intelligence Policy and Review and returned to the FBI with a copy of a form indicating OIPR's review and opinion. Only the forms are retained in OIPR. Arrangement is by date; volume for 1980-87 is approximately three cubic feet. Highest level of classification: TOP SECRET.  
Disposition: TEMPORARY. Cut off annually; destroy three years after cutoff.

Request for Records Disposition Authority (See Instructions on reverse)		Leave Blank (NARA Use Only)	
To National Archives and Records Administration (NIR) Washington, DC 20408		Job Number <b>N1-060-10-34</b>	
1 From (Agency or establishment) <b>United States Department of Justice</b>		Date Received <b>8/10/10</b>	
2 Major Subdivision <b>National Security Division</b>		<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 <b>undefined</b>			
4 Name of Person with whom to confer <b>Kevin G. Tiernan</b>	5 Telephone (include area code) <b>(202) 307-9972</b>	Date <b>3 Sept 2010</b>	Archivist of the United States <i>[Signature]</i>
<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 <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 <input checked="" type="checkbox"/> is not required <input type="checkbox"/> is attached <input type="checkbox"/> has been requested			
Signature of Agency Representative <i>[Signature]</i>		Title <b>Director, ORMP</b>	
		Date (mm/dd/yyyy) <b>8/6/2010</b>	
7 Item Number	8 Description of Item and Proposed Disposition	9 GRS or Superseded Job Citation	10 Action taken (NARA Use Only)
	<p>The National Security Division, created by the reauthorization of the USA PATRIOT Act in March 2006, merges the primary national security elements of the Department of Justice, fulfilling a key recommendation of the March 2005 report of the Commission on the Intelligence Capabilities of the United States Regarding Weapons of Mass Destruction (WMD Commission). The Division consists of the Office of the Assistant Attorney General; the Counterterrorism and Counterespionage Sections; the Office of Intelligence, which consists of three sections (Operations, Oversight, and Litigation); a new Office of Law and Policy; the Office of Justice for Victims of Overseas Terrorism; and an Executive Office.</p> <p>Program Files of High Level Officials</p> <p>(SEE ATTACHED)</p>		

Request for Records Disposition Authority  
NSD High Level Officials  
Page 2

Program Files of High Level Officials

Records of the Assistant Attorney General, Deputy Assistant Attorney General and Chief of Staff, Deputy Assistant Attorneys General, and Counsels consisting of memos, correspondence, reports, testimony, briefings, legal opinions, and substantive working papers and drafts. May also be used for issue-specific collections of records maintained on behalf of the NSD.

PERMANENT. Cutoff files annually. Close files at the end of a Presidential administration. Transfer to the National Archives 30 years after closing.

REQUEST FOR RECORDS DISPOSITION AUTHORITY (See Instructions on reverse)		LEAVE BLANK (NARA use only)	
TO NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) WASHINGTON, DC 20408		JOB NUMBER <b>N1-60-93-7</b>	
1. FROM (Agency or establishment) <b>Department of Justice</b>		DATE RECEIVED <b>1-19-93</b>	
2. MAJOR SUBDIVISION <b>Office of Intelligence Policy and Review</b>		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			
4. NAME OF PERSON WITH WHOM TO CONFER <b>Mary C. Lawton</b>	5. TELEPHONE <b>202 514 5600</b>	DATE <b>9-28-93</b>	
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>4</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, <input checked="" type="checkbox"/> is not required; <input type="checkbox"/> is attached; or <input type="checkbox"/> has been requested.		ARCHIVIST OF THE UNITED STATES <i>Andy Hickman Peterson</i>	
DATE <b>01-14-93</b>	SIGNATURE OF AGENCY REPRESENTATIVE <i>Bernard W. Berglund</i> Bernard W. Berglund	TITLE Records Officer	
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>Copies sent to agency, NNW, NNT, NIA 10/1/93</i>			

OFFICE OF INTELLIGENCE POLICY AND REVIEW

1. Investigations Review Unit (predecessor) Files.  
Subject, reference, and administrative files relating to the establishment and activities of IRU and OIPR. Representative topics include budget, civil disorder, Congressional oversight, FCI guidelines, and operational support. Inclusive dates are 1976-82; total volume is 4-5 cubic feet. Highest level of classification: TOP SECRET.  
Disposition: PERMANENT. Retire to NARA secure storage upon approval of this schedule. Transfer to NARA when most recent record is 30 years old.
2. Foreign Intelligence Surveillance Act Files, ca. 1979 to the present.  
The Foreign Intelligence Surveillance Act, which entered into effect in 1979, authorizes the Attorney General to authorize certain electronic surveillances and to approve applications to a special court to authorize other surveillances. It requires annual public reports to Congress and the Administrative Office of the U. S. Courts, and semi-annual classified reports to the Congress. Applications and certifications are kept by calendar year and numbered sequentially. The applications have been microfilmed and the hard copy destroyed for 1979-92; for 1993 and continuing, the paper record will be considered the record copy.  
a. Attorney General certifications authorizing electronic surveillance. Arranged numerically.
  - (1) Microfilm record, 1979 to 1992. Current volume is approximately 10 reels. Highest level of classification: SCI.  
Disposition: PERMANENT. Retire to NARA secure storage when no longer needed for current business. The silver original microfilm will be stored in accordance with 36 CFR part 1230.20. Transfer microfilm to NARA when 30 years old.
  - (2) Microfilm record, 1993 and continuing.  
Disposition: Destroy when no longer needed.
  - (3) Paper records, 1993 and continuing.  
Disposition: PERMANENT. Retire to NARA secure storage upon accumulation of one cubic foot. Transfer to the National Archives when 30 years old.

b. Applications to the court for electronic surveillance and court orders authorizing surveillance. Circa 1979 to present. Arranged numerically.

(1) Microfilm record, 1979-92. Current volume is approximately 85 reels. Highest level of classification: SCI. Disposition: PERMANENT. Retire to NARA secure storage upon accumulation of one cubic foot. The silver original microfilm will be stored in accordance with 36 CFR part 1230.20. Transfer microfilm to NARA when 30 years old.

(2) Microfilm record, 1993 and continuing. Disposition: Destroy when no longer needed.

(3) Paper records, 1993 and continuing. Disposition: PERMANENT. Retire to NARA secure storage upon accumulation of one cubic foot. Transfer to NARA when 30 years old.

c. Letters of Approval from the Director of Central Intelligence and National Security Advisor. Circa 1979 to the present. These letters approve proposed National Security Agency surveillance targets and FBI agreements to provide operational support. Arranged chronologically. Volume is approximately one cubic foot. Highest level of classification: SCI.

Disposition: PERMANENT. Cut off annually. Retire to NARA secure storage upon accumulation of one cubic foot. Transfer to NARA in five-year blocks when most recent record is 30 years old.

d. Classified and unclassified reports. These reports concern numbers of electronic surveillance. Arranged chronologically. Volume is presently one cubic foot. Highest level of classification: SCI.

Disposition: PERMANENT. Cut off annually. Retire to NARA secure storage upon accumulation of one cubic foot. Transfer to NARA in five-year blocks when most recent record is 30 years old.

3. Foreign Counterintelligence Operations Files.

Pursuant to statute and Attorney General directive, the FBI is required to obtain approval for certain counterintelligence operations from the Attorney General or the Counsel for Intelligence Policy. These include initiation of mail covers, undercover leases and purchases of property, certain travel and physical searches. Highest level of classification: SCI.

a. Real estate purchase requests and approvals. 1977 to present; volume for 1977-87 is approximately five inches.

Disposition: PERMANENT. Cut off every five years. Transfer to NARA in five-year blocks when most recent record is 30 years old.

b. Other counterintelligence operation requests and approvals. Circa 1979 to present; volume to 1987 is approximately three cubic feet.

Disposition: PERMANENT. Cut off every five years. Retire to NARA secure storage upon accumulation of one cubic foot. Transfer to NARA in five-year blocks when most recent record is 30 years old.

4. Domestic Security Case Files. The FBI periodically reports to the Attorney General on domestic security investigations it is conducting. These reports are submitted to OIPR for review and comment as appropriate. The records are arranged in three alphabetical files for 1976-83; records after that date are filed chronologically. Volume is approximately eight cubic feet. Highest level of classification: TOP SECRET.  
Disposition: PERMANENT. Cut off every five years. Retire to NARA secure storage upon accumulation of one cubic foot. Transfer to NARA in five-year blocks when most recent record is 30 years old.
5. Operations Unit Chronological File.  
Reading file of unit correspondence and memoranda to the Attorney General, FBI Director and other members of the intelligence community. The file contains the only copies of OIPR's approval recommendations for FISA applications. Volume from 1979 to present is approximately nine cubic feet. Highest level of classification: SCI.  
Disposition: PERMANENT. Cut off annually. Retire to NARA secure storage upon accumulation of one cubic foot. Transfer to NARA in five-year blocks when most recent record is 30 years old.
6. Intelligence Policy Directives and Background Papers.  
OIPR is involved in the development of Executive Orders, National Security Council Documents, intelligence agency procedures, and Attorney General directives relating to intelligence and national security matters. Background memoranda and analyses are usually included with the actual directive. Arrangement is alphanumeric; estimated volume for 1979 to present is 5-6 cubic feet. Highest level of classification: TOP SECRET.  
Disposition: PERMANENT. Retire to NARA secure storage upon accumulation of one cubic foot. Transfer to NARA in five-year blocks when most recent record is 30 years old.

7. Intelligence Community Operations Files.

This series includes proposals from intelligence community agencies seeking Attorney General authorization, approval or concurrence on a variety of operational matters, including covert actions, electronic surveillance and physical search abroad, testing of equipment in the United States and use of new technologies. Arrangement is alphabetical; estimated volume for 1979 to present is 4-5 cubic feet. Highest level of classification: SCI.

Disposition: PERMANENT. Retire to NARA secure storage upon accumulation of one cubic foot. Transfer to NARA in five-year blocks when most recent record is 30 years old.

8. Emergency Preparedness Documents.

OIPR participates in the emergency preparedness program and is involved in reviewing policy documents, issuing opinions of law, and in exercises which test preparedness. Arrangement is alphabetical; volume for 1979 to present is approximately two cubic feet. Highest level of classification: SCI.

Disposition: PERMANENT. Retire to NARA secure storage upon accumulation of one cubic foot. Transfer to NARA in five-year blocks when most recent record is 30 years old.

9. Legal Opinion and Analysis Files.

OIPR issues legal opinions and policy analyses on a variety of questions posed by intelligence community agencies or components of the Department dealing with the intelligence community. These generally serve as a reference library for the Office and are frequently consulted as related issues arise, unless and until statutory changes render them obsolete. Arrangement is alphabetical; volume for 1979 to present is approximately 25 cubic feet. Highest level of classification: SCI.

Disposition: PERMANENT. Retire to NARA secure storage upon accumulation of one cubic foot. Transfer to NARA in five-year blocks when most recent record is 30 years old.



<b>REQUEST FOR RECORDS DISPOSITION AUTHORITY</b>		JOB NUMBER N1-60-08-23	
To: NATIONAL ARCHIVES & RECORDS ADMINISTRATION 8601 ADELPHI ROAD COLLEGE PARK, MD 20740-6001		Date received 5/13/09	
1. FROM (Agency or establishment) Department of Justice		<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.	
2. MAJOR SUBDIVISION National Security Division			
3. MINOR SUBDIVISION Office of Intelligence:			
4. NAME OF PERSON WITH WHOM TO CONFER Kevin Tiernan	5. TELEPHONE NUMBER 202/307-9972	DATE 7/6/09	ARCHIVIST OF THE UNITED STATES <i>Adrian Thomas</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 _____ 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 5/7/2009	SIGNATURE OF AGENCY REPRESENTATIVE Jeanette Plante <i>Jeanette Plante</i>		TITLE Director, ORMP
7. ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
	Office of Intelligence Case Tracking System (see attached)		

## National Security Division, Office of Intelligence Case Tracking System

The case tracking system is an automated tracking system containing case-related information. The case tracking system records data elements concerning the receipt, nature, handling, progression, disposition, results, and closure of cases and matters. The system also includes information used to manage the internal assignment of cases to attorneys and staff; to monitor the status of and work on those cases; to identify and analyze workload trends and issues; to devise its annual budgets and special budget requests; and to report to officials and entities within and outside of the Department of Justice concerning the caseload, activities, performance and needs of the Office of Intelligence and of the National Security Division.

### 1) ~~Inputs:~~

- a. ~~Data entry documents used as case management input or source records designed and used solely to create, update, or modify the records in the case tracking system.~~

~~Disposition: Temporary: Destroy after data has been successfully captured, entered and verified. (GRS 20).~~

- b. ~~Case-related documents (examples include correspondence and court filings) used to create, update, or modify the records in the case management system.~~

~~Disposition: File with associated case file or other appropriate file. Destroy or transfer to NARA according to approved disposition authorities for the associated file.~~

### 2) Masterfile:

**Examples of Data Elements may include:** Target; Docket/Control #; Foreign Power; Operation Type; FISA Type; Team; Attorney; Routed To; Group; Agency; HQ Div; Field Office; Summary Status; Case Status; Foreign Agent; Surveillance Tech; Search Locations; Case Date; Document Type; Expiration Date; Approval Date; Date Filed with Court; Document Date; Facility Search (Facility); Telephone Search (Telephone #); FBI File Number Search (FBI File #); Other Agency Reference Number Search (Reference #); FBI FISAMS Reference Number Search (FISAMS #); Pleading; Judge; OIPR Priority; Citizenship; US Person Type; Dates; Foreign Power Name; Type of Foreign Power; Type of Foreign Agent; FBI Personnel; Search Returns/Submissions; Type of Information Sought; Statutory Violation; Target Facilities; Target Telephone Numbers; Surveillance Techniques; Target Locations; Case Descriptions; Prior Applications; # of Corrections; Renews Application; Renewed By; Signature Authority; Title; Name; Emergency Authorizations; Previous Dockets; FBI File Number; Compliance Incident Reported; Audit Log (Processing History); Comments Date; Comments Author; Comment Text.

Disposition: PERMANENT. Calendar year end data is permanent for closed cases. At the end of each calendar year, move or copy closed cases offline. Transfer a copy of the data for closed or terminated cases to the National Archives and Records Administration when the data is 30 years old in accordance with 36 CFR 1228.270.

### 3) ~~Outputs~~

~~Management, tracking, and Ad Hoc Reports. Reports include printed, on-line display, and posted internal web based display reports containing detailed lists or summary statistical information concerning such things as new case receipts; pending cases; disposition or closure of cases; cases assigned to particular attorneys, reviewers or groups; cases by case type; and other miscellaneous reports.~~

Disposition: Temporary. Destroy after five years or when no longer needed for agency business, whichever is sooner. (GRS 20)

4) ~~Documentation~~

System administrator documentation, user manuals, policy and procedures, entity relation diagrams (ERDs), record layouts, and codes.

Disposition: PERMANENT. Transfer a copy of the documentation to the National Archives and Records Administration with the masterfile copies. Transfer updates and changes with subsequent transfer of the masterfiles.

GRS 20, item 1(a)(2)

Request for Records Disposition Authority (See instructions on reverse)		Leave Blank (NARA Use Only)	
To National Archives and Records Administration (NIR) Washington, DC 20408		Job Number <i>NI-060-07-5</i>	
1 From (Agency or establishment) <b>United States Department of Justice</b>		Date Received <i>7/20/07</i>	
2 Major Subdivision <b>National Security Division</b>		<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			
4 Name of Person with whom to confer <b>Kevin G. Tiernan</b>	5 Telephone (include area code) <b>202/307-9972</b>	Date <i>12/14/02</i>	Archivist of the United States <i>[Signature]</i>

<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 <input type="checkbox"/> has been requested		
Signature of Agency Representative <i>[Signature]</i>	Title <b>Director, ORMP</b>	Date (mm/dd/yyyy) <i>07/12/2007</i>

Item Number	8 Description of Item and Proposed Disposition	9 GRS or Superseded Job Citation	10 Action taken (NARA Use Only)
	DOJ records documenting the activities of the Committee on Foreign Assets in the United States (CFIUS).  ***See attached***		

*le 11/9/08 copies sent to agency, DOWB, NWMW, NWCT, & NR*

**Request for Records Disposition Authority**  
**DOJ CFIUS Records**

DOJ Records relating to the Committee on Foreign Investment in the United States (CFIUS): Records compiled from multiple sources by the National Security Division (NSD) in its role as the Attorney General's staff representative to the Committee on Foreign Investment in the United States.

**Description:** The Committee on Foreign Investment in the United States (CFIUS) is an interagency committee that serves the President in overseeing the national security implications of foreign investment in the economy. Companies voluntarily apply to the CFIUS for review of a proposed transaction or CFIUS member agencies may request a review of a transaction. Companies also may provide materials and information to CFIUS in advance of a formal filing and after a matter has been withdrawn but before it is resubmitted. CFIUS either, 1) clears the transaction based solely on the material filed, as supplemented by any additional material or information requested from the parties by CFIUS member agencies or developed by the agencies during their initial 30-day review; 2) requests that an 'investigation' be undertaken to determine the suitability of the transaction; or 3) recommends to the President that the transaction be blocked. CFIUS can also recommend that the transaction be cleared but with certain conditions in place that would have to be met, such as an ongoing oversight role by some agency or agencies of the U.S. Government. Such conditions may be documented in a variety of "mitigation" agreements. The Secretary of Treasury is the Chair of CFIUS.

These records are arranged by the CFIUS case file number.  
Classification: up to TS/SCI.

**1. NSD CFIUS FILES**

**A. Case files that are cleared within the thirty day period:**

**Disposition: TEMPORARY:** Records of investment transactions subject to review by CFIUS. Records include financial and legal documentation and correspondence relating to mergers, acquisitions and takeovers by or with foreign persons.

Separate closed files annually and retire to records center storage. Destroy/delete when 10 years old.

- B. Case files that require further review (investigation), where there is a mitigation agreement that involves ongoing monitoring by the U.S. government, or where the CFIUS recommends that the transaction be blocked:

**Disposition: PERMANENT:** Records of investment transactions subject to review by CFIUS. Records include financial and legal documentation and correspondence relating to mergers, acquisitions and takeovers by or with foreign persons.

Separate closed files annually and retire to records center storage. Transfer to National Archives and records administration when 30 years old.

<b>REQUEST FOR RECORDS DISPOSITION AUTHORITY</b>		JOB NUMBER N1-60-08- 24	
To: NATIONAL ARCHIVES & RECORDS ADMINISTRATION 8601 ADELPHI ROAD COLLEGE PARK, MD 20740-6001		Date received 5/13/09	
1. FROM (Agency or establishment) Department of Justice		<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.	
2. MAJOR SUBDIVISION National Security Division			
3. MINOR SUBDIVISION Counterespionage Section: Foreign Agents Registration Act Unit			
4. NAME OF PERSON WITH WHOM TO CONFER Kevin G. Tiernan	5. TELEPHONE NUMBER 202/307-9972	DATE 7/6/09	ARCHIVIST OF THE UNITED STATES <i>Adrian Thomas</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 _____ 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,  <div style="display: flex; justify-content: space-around;"> <span><input checked="" type="checkbox"/> is not required</span> <span><input type="checkbox"/> is attached; or</span> <span><input type="checkbox"/> has been requested.</span> </div>			
DATE 5/7/2009	SIGNATURE OF AGENCY REPRESENTATIVE Jeanette Plante <i>Jeanette Plante</i>		TITLE Director, ORMP
7. ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
	Foreign Agents Registration Act System (see attached)		

Department of Justice: National Security Division: Foreign Agents Registration Act

The Foreign Agents Registration Act (FARA) was enacted in 1938 (22 U.S.C. § 611-621 and 28 C.F.R. Part 5). FARA is a disclosure statute that requires persons acting as agents of foreign principals in a political or quasi-political capacity to make periodic public disclosure of their relationship with the foreign principal, as well as activities, receipts and disbursements in support of those activities. Disclosure of the required information facilitates evaluation by the government and the American people of the statements and activities of such persons in light of their function as foreign agents. The FARA Registration Unit of the Counterespionage Section (CES) in the National Security Division (NSD) is responsible for the administration and enforcement of the Act.

The Foreign Agents Registration Act (FARA) system is an electronic compilation of data and documents submitted as part of the registration of foreign agents. The system includes an online search interface available since June 2007 that allows public access to the data.

~~1. Inputs~~

~~Information is entered into the system based upon documents submitted as part of the initial and ongoing registration. These documents include an initial registration form, short forms for all individual agents associated with the registrant, accompanying exhibits required by statute, amendments to previously submitted information, and a required 6 month supplemental statement. Prior to 1996, registrants were also required to submit a report on any political propaganda for dissemination. Some documents have been scanned and associated within the system.~~

File submitted documents according to appropriate case file disposition (N1-60-88-10, item 149).

2. Master file

Data is maintained in a relational database by registrant and each document submitted. Fielded data includes (but is not limited to) registration number, registrant name, alias, associated short form agents, document type and date received, foreign principal and country location, registration status, dates of original registration and termination.

Disposition: PERMANENT, Transfer to National Archives thirty (30) years after termination of registration.

~~3. Outputs~~

~~Search interface for online public access.  
Registrant Reports  
Financial Reports  
Report to Congress  
Invoices  
Form Letters~~

Disposition: TEMPORARY, delete/destroy when no longer needed. (GRS 20)

4. System Documentation

Disposition: PERMANENT, Transfer to National Archives with master file.



<b>Request for Records Disposition Authority</b> (See Instructions on reverse)		<b>Leave Blank (NARA Use Only)</b>	
To <b>National Archives and Records Administration (NIR)</b> <b>Washington, DC 20408</b>		Job Number <b>NI-060-07-5</b>	
1 From (Agency or establishment) <b>United States Department of Justice</b>		Date Received <b>7/20/07</b>	
2 Major Subdivision <b>National Security Division</b>		<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		Date <b>12/14/02</b>	
4 Name of Person with whom to confer <b>Kevin G. Tiernan</b>	5 Telephone (include area code) <b>202/307-9972</b>	Archivist of the United States <i>[Signature]</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 \_\_\_\_\_ 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     
 ☐ has been requested

Signature of Agency Representative <i>[Signature]</i>	Title <b>Director, ORMP</b>	Date (mm/dd/yyyy) <b>07/12/2007</b>
--	--------------------------------	--

Item Number	8 Description of Item and Proposed Disposition	9 GRS or Superseded Job Citation	10 Action taken (NARA Use Only)
	<b>DOJ records documenting the activities of the Committee on Foreign Assets in the United States (CFIUS).</b>  <b>***See attached***</b>		

*le 11/9/08 copies sent to agency, DWMB, NWMW, NWCT, & NR*

**Request for Records Disposition Authority**  
**DOJ CFIUS Records**

DOJ Records relating to the Committee on Foreign Investment in the United States (CFIUS): Records compiled from multiple sources by the National Security Division (NSD) in its role as the Attorney General's staff representative to the Committee on Foreign Investment in the United States.

**Description:** The Committee on Foreign Investment in the United States (CFIUS) is an interagency committee that serves the President in overseeing the national security implications of foreign investment in the economy. Companies voluntarily apply to the CFIUS for review of a proposed transaction or CFIUS member agencies may request a review of a transaction. Companies also may provide materials and information to CFIUS in advance of a formal filing and after a matter has been withdrawn but before it is resubmitted. CFIUS either, 1) clears the transaction based solely on the material filed, as supplemented by any additional material or information requested from the parties by CFIUS member agencies or developed by the agencies during their initial 30-day review; 2) requests that an 'investigation' be undertaken to determine the suitability of the transaction; or 3) recommends to the President that the transaction be blocked. CFIUS can also recommend that the transaction be cleared but with certain conditions in place that would have to be met, such as an ongoing oversight role by some agency or agencies of the U.S. Government. Such conditions may be documented in a variety of "mitigation" agreements. The Secretary of Treasury is the Chair of CFIUS.

These records are arranged by the CFIUS case file number.  
Classification: up to TS/SCI.

**1. NSD CFIUS FILES**

**A. Case files that are cleared within the thirty day period:**

**Disposition: TEMPORARY:** Records of investment transactions subject to review by CFIUS. Records include financial and legal documentation and correspondence relating to mergers, acquisitions and takeovers by or with foreign persons.

Separate closed files annually and retire to records center storage. Destroy/delete when 10 years old.

- B. Case files that require further review (investigation), where there is a mitigation agreement that involves ongoing monitoring by the U.S. government, or where the CFIUS recommends that the transaction be blocked:

Disposition: PERMANENT: Records of investment transactions subject to review by CFIUS. Records include financial and legal documentation and correspondence relating to mergers, acquisitions and takeovers by or with foreign persons.

Separate closed files annually and retire to records center storage. Transfer to National Archives and records administration when 30 years old.

Request for Records Disposition Authority	
(See Instructions on reverse)	
To National Archives and Records Administration (NIR) Washington, DC 20408	
1 From (Agency or establishment) <b>United States Department of Justice</b>	
2 Major Subdivision <b>National Security Division</b>	
3 Minor Subdivision	
4 Name of Person with whom to confer <b>Kevin G. Tiernan</b>	5 Telephone (include area code) <b>202/307-9972</b>

Leave Blank (NARA Use Only)	
Job Number <b>N1-060-07-4</b>	
Date Received <b>7/20/07</b>	
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 <b>11/2/07</b>	Archivist of the United States <i>[Signature]</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 _____ 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 <input type="checkbox"/> has been requested		
Signature of Agency Representative <i>[Signature]</i>	Title <b>Director, ORMP</b>	Date (mm/dd/yyyy) <b>07/12/2007</b>

7 Item Number	8 Description of Item and Proposed Disposition	9 GRS or Superseded Job Citation	10 Action taken (NARA Use Only)
	<b>FISA litigation materials</b>  <b>*** See attached ***</b>		

*Re 12/5/07 Copies sent to agency, NWMS, NWMMW, NWCT, & NR*

## Proposed Disposition Authority

**Litigation Case Files:** Litigation Case Files created by the Office of Intelligence Policy Review (OIPR).

**Description:** OIPR creates and maintains case files documenting litigation which involves the United States government and any information collected pursuant to an authority under the jurisdiction of the Foreign Intelligence Surveillance Court (FISC) approved surveillance

Maintained alphabetically, by name of target or by case name Highest Classification TS/SCI

### 1. OIPR Litigation Case Files

#### ~~a. Deputy Counsel for FISA Litigation files~~

**Disposition: PERMANENT.** Cut off annually, retire to offsite storage when at least three years old Transfer to National Archives and Records Administration when 30 years old

#### ~~b. OIPR attorneys FISA Litigation files~~

**Disposition: TEMPORARY.** ~~Review files at the close of the case (when all appeals have been exhausted) and combine all substantive work product, memoranda, pleadings and correspondence (including electronic mail) with the permanent files of the Deputy Counsel for FISA Litigation [item (a), above]~~

~~Destroy all other material when one year old, or when no longer needed, which ever is sooner.~~

*approved by  
Kevin Tien  
10/23/07  
su*

Request for Records Disposition Authority (See Instructions on reverse)		Leave Blank (NARA Use Only)	
To National Archives and Records Administration (NIR) Washington, DC 20408		Job Number <b>N1-060-07-3</b>	
1 From (Agency or establishment) <b>United States Department of Justice</b>		Date Received <b>7/20/07</b>	
2 Major Subdivision <b>National Security Division</b>		<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			
4 Name of Person with whom to confer <b>Kevin G. Tiernan</b>	5 Telephone (include area code) <b>202/307-9972</b>	Date <b>11/20/07</b>	Archivist of the United States <i>[Signature]</i>
<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="checked" type="checkbox"/> is not required <input type="checkbox"/> is attached <input type="checkbox"/> has been requested			
Signature of Agency Representative <i>[Signature]</i>		Title <b>Director, ORMP</b>	
		Date (mm/dd/yyyy) <b>07/12/2007</b>	
Item Number	8 Description of Item and Proposed Disposition	9 GRS or Superseded Job Citation	10 Action taken (NARA Use Only)
	<b>DOJ intelligence materials</b>  <b>*** See attached ***</b>		

*he 12/6/07 Copies sent to agency, NWMB, DOME, DOWMU, NWCT, & OR*

## Request for Records Disposition Authority

**Intelligence materials:** Intelligence materials compiled from multiple sources by the Office of Intelligence Policy (OIPR) and Review for the Counsel for Intelligence Policy.

**Description:** Each day, OIPR receives the FBI's Director's Briefing Book, situation reports and other intelligence materials and copies are distributed to within the Department of Justice (the Attorney General, the Deputy Attorney General, the Assistant Attorney General for National Security, Counsel for Intelligence Policy, etc...) The OIPR Intelligence Research Specialist maintains the recordkeeping copy for the office. The distribution list is subject to change.

These records are arranged chronologically. Classification: TS/SCI.

1. **OIPR Intelligence Research Specialist copy of OIPR Intelligence Materials**


- A. **Paper versions: Disposition: PERMANENT:** If recordkeeping copy is paper, retire to offsite storage when two years old. Transfer to National Archives and Records Administration when 30 years old.
- B. **Electronic versions: Disposition: PERMANENT.** If recordkeeping copy is electronic, create preservation copy annually. Transfer to National Archives and Records Administration when 30 years old. *Records will be transferred to NARA in accordance with 36 CFR 1228.270, or the applicable regulations, at the time of transfer.*

2. **All other copies**

**Disposition: TEMPORARY.** Destroy daily, or when no longer needed for reference purposes.

**NOTE:** Portions of these records may be removed from the daily, distributed materials and incorporated into other records.

*Withdrawn  
by DoS  
Kevin Tiernan  
10/25/07  
sm*

<b>REQUEST FOR RECORDS DISPOSITION AUTHORITY</b> (See Instructions on reverse)		LEAVE BLANK JOB NO. N1-60-88-10	
GENERAL SERVICES ADMINISTRATION NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408		DATE RECEIVED 7/13/89	
1. FROM (Agency or establishment) Department of Justice		NOTIFICATION TO AGENCY In accordance with the provisions of 44 U.S.C. 3303a the disposal request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10. If no records are proposed for disposal, the signature of the Archivist is not required.	
2. MAJOR SUBDIVISION Justice Management Division			
3. MINOR SUBDIVISION Records Management Section			
4. NAME OF PERSON WITH WHOM TO CONFER Bernard W. Berglund	5. TELEPHONE EXT. 272-6126	DATE 10/3/89	ARCHIVIST OF THE UNITED STATES 
6. CERTIFICATE OF AGENCY REPRESENTATIVE			

I hereby certify that I am authorized to act for this agency in matters pertaining to the disposal of the agency's records; that the records proposed for disposal in this Request of 76 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, if required under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies, is attached.

A. GAO concurrence: ☐ is attached; or ☒ is unnecessary.

B. DATE 07-13-89	C. SIGNATURE OF AGENCY REPRESENTATIVE  Bernard W. Berglund	D. TITLE Assistant Chief, Record Section, Justice Manage
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7. EM 7.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)  DUPLIX-NUMERIC FILES  This schedule for duplex-numeric files supersedes the following schedules in their entirety: Job Nos. JJ-NNA-3122, TT-NNA-3185, NN-167-129, NN-167-135, and NN-172-22.  Item entries in this schedule reference classifications 1-194 of DOJ's duplex numeric system. However, actual disposition standards for files maintained under classifications 90 (Land Matters) and 146 (World War II Matters) are provided in separate schedules (Job Nos. N1-60-88-12 and -13, respectively), given the complexity of the classifications. No disposition standards are provided for files maintained under classification 5 (Tax Matters), as NARA and DOJ's Tax Division were unable to reach agreement on access to the records, given the presence of confidential tax return information in the files.	9. GRS SUPERS JOI CITAT
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### CASE FILES

The case files maintained by the various legal divisions and the Office of Legal Counsel of the Department of Justice (DOJ) consist of (1) records created or accumulated by these components in carrying out DOJ's responsibilities in matters arising under the laws of the United States in which legal action may be taken or considered, and (2) records created or accumulated by DOJ in connection with administrative matters relating to the department, its various components, and offices of United States attorneys.

The files are arranged by a subject-numeric system, formally known as the duplex-numeric system, that is based on a standard set of numerical codes. The primary numbers, now numbering some 194, are usually identified with Federal laws or administrative or other subjects. The secondary numbers usually identify particular judicial districts, although this sequence sometimes varied to include certain statutory subparts, certain subjects or commodities, or other specific subjects. A third sequence of numbers is used to identify each file which usually contains documents pertaining to a particular case arising within a given district. Hence, using the example of case file 5-51-836, the number "5" refers to the violation or subject (income and inheritance taxes), "51" represents the judicial district (Southern New York), and "836" identifies a particular case.

NOTE: Disposition instructions for the GENERAL FILES ("0" subs) under each of the following classifications are provided by Item 195 of this schedule.

1. Class 1 - Insecticide, Fungicide, and Hazardous Substances

This classification covers violations of the Federal Insecticide, Fungicide, and Rodenticide Act; Comprehensive Environmental Response, Compensation & Liability Act; Toxic Substances Control Act; and Resources Conservation and Recovery Act. These statutes regulate the registration, labeling, distribution and use of pesticides or poisons in interstate commerce and the handling, cleanup and disposal of hazardous substances.

A. Multi-section case files and related enclosures.

Disposition: PERMANENT. Transfer to WNRC one year after close of case. Transfer to the National Archives in five-year blocks 30 years after close of case.

B. Single-section case files and related enclosures.

Disposition: Transfer to WNRC one year after close of case. Destroy 25 years after close of case.

2. Class 2 - Plant Quarantine Act

This classification covers violations of the Plant Quarantine Act of 1912, the Golden Nematode Act of 1948, and other legislation governing the interstate transport of plants, plant byproducts, and machinery from areas on which the secretary of agriculture has imposed a quarantine.

Disposition: Transfer to WNRC one year after close of case. Destroy 10 years after close of case.

3. Class 3 - Weeks Forestry Act

This classification covers the acquisition of land for the national forest system by the U.S. government by deed, exchange, or condemnation under the provisions of the Weeks Forestry Act of 1911. This statute, as amended by the Clarke-McNary Act of 1926, provides for the certification of the validity of a title by the attorney general.

Disposition: Transfer to WNRC one year after close of case. Destroy 25 years after close of case.

4. Class 4 - Prison Matters

This classification was established as part of the central files of the Department of Justice for headquarters administrative records pertaining to federal penal and correctional institutions. The classification was closed in 1930 when the Federal Bureau of Prisons was established. At that time the Class 4 files were transferred to the bureau and remained as its administrative file until 1938, when a new filing system was set up. The Class 4 files were later accessioned by the National Archives as part of Record Group

*This was done in effect  
end of FY 83.*

129. This classification contains no litigation case files and is now closed.

5. Class 5 - Tax: Income and Inheritance

Disposition not authorized.

6. Class 6 - Stamping Act

This classification covers violations of the National Stamping Act and the Gold Labeling Act of 1906, which regulate the quality labels applied to articles made of gold, silver, or any alloy thereof, and the Federal Trade Commission Act of 1914, which prohibits the improper stamping and advertising of such articles in interstate commerce.

Disposition: Transfer to WNRC one year after close of case. Destroy 10 years after close of case.

7. Class 7 - Virus Act

This classification covers violations of the Anti-Hog Cholera Serum and Hog Cholera Virus Marketing Agreement Act of 1935. This legislation regulates the marketing of serum and viruses in order to maintain an adequate and available supply for the protection of swine from cholera.

Disposition: Transfer to WNRC one year after close of case. Destroy 10 years after close of case.

8. Class 8 - Migratory Bird Act

This classification covers violations of the Migratory Bird Treaty Act of 1918, the Conservation Act of 1929, the Hunting Act of 1934, and subsequent legislation to protect migratory birds by regulating the taking, killing, and possession of birds, nests, and eggs and the application of hunting approval procedures for the taking of migratory waterfowl.

Disposition: Transfer to WNRC one year after close of case. Destroy 10 years after close of case.

9. Class 9 - European War Matters

This classification covers matters arising from DOJ activities during World War I. All records center

holdings of case files under this classification have been accessioned into the National Archives.

10. Class 10 - Red Cross

This classification covers impersonation of members or agents of the American Red Cross and misuse of the insignia of the American Red Cross.

Disposition: Transfer to WNRC one year after close of case. Destroy 10 years after close of case.

11. Class 11 - War Tax: Amusement and Cigarette

This classification covers violations of internal revenue laws enacted during World War II. Such laws required establishments providing live entertainment or coin-operated devices such as pinball machines or juke boxes to pay an excise tax such as a cabaret tax. The classification also covers taxes on the sale of tobacco products and automobiles and highway motor use taxes.

Disposition: Transfer to WNRC one year after close of case. Destroy 10 years after close of case.

12. Class 12 - Narcotic Act

This classification covers narcotics and drug offenses, including customs violations involving narcotics and seizures and forfeitures of property in connection with narcotics violations. The headquarters aspects of narcotics cases are handled by the Narcotics and Dangerous Drugs Section of the Criminal Division. Cases involving stimulating and tranquilizing or depressant drugs are maintained as Class 12A files. Class 12B files relate to cases under the Controlled Substances Act of 1970 in which the department retains a non-public record pursuant to a court order expunging the official record of the case.

Disposition: Transfer to WNRC one year after close of case. Destroy 15 years after close of case.

13. Class 13 - National Defense Act

This classification covers pre-World War II Neutrality Act violations and, beginning in 1965, violations of the National Defense Fellowship Act.

Disposition: PERMANENT. Transfer to WNRC one year after close of case. Transfer to the National Archives in five-year blocks 30 years after close of case.

14. Class 14 - Cotton Future Act

This classification covers violations of laws passed in 1914 and 1916 regulating the sale of cotton for future delivery at public exchanges.

Disposition: Transfer to WNRC one year after close of case. Destroy 30 years after close of case.

15. Class 15 - Theft from Interstate Commerce

This classification covers theft, fraud, or embezzlement from a variety of carriers (railroad car, vessel, truck, aircraft, or pipeline), or the theft from storage and holding areas (stations, platforms, or wharves) which are part of an interstate or foreign shipment. Related offenses under this class include theft or misapplication of funds or goods from officers and employees of firms engaged in commerce as a common carrier.

A. Multi-section case files and related enclosures.

Disposition: PERMANENT. Transfer to WNRC one year after close of case. Transfer to the National Archives in five-year blocks 30 years after close of case.

B. Single-section case files and related enclosures.

Disposition: Transfer to WNRC one year after close of case. Destroy 10 years after close of case.

16. Class 16 - Strikes

This classification covers suits brought by the U.S. government under the Food and Fuel Control Act of 1917 known as the Lever Act, and other applicable statutes prior to the passage of the Taft-Hartley Act in 1947, respecting illegal industrial combinations, restraint of trade, and unlawful strikes. This classification is inactive, and all records center holdings of case files under this classification have been accessioned into the National Archives.

17. Class 17 - War Risk Insurance

This classification covers claims filed by World War I veterans or their widows, heirs, or representatives in accordance with the War Risk Insurance Act, the World War Veterans Act, or the World War Adjusted Compensation Act.

A. Case files and related enclosures controlled by the Criminal Division.

Disposition: Transfer to WNRC one year after close of case. Destroy 10 years after close of case.

B. Case files and related enclosures controlled by other divisions.

Disposition: Transfer to WNRC one year after close of case. Destroy 15 years after close of case.

18. Class 18 - Standard Container Act

This classification covers violations of the Standard Container Act of 1916, which established standards for baskets and containers for grapes and other fruits and vegetables. This classification is inactive and the only records center holding is an enclosure to a case file (18-62-1) that has been accessioned into the National Archives.

Disposition: PERMANENT. Transfer to WNRC one year after close of case. Transfer to the National Archives in five-year blocks 30 years after close of case.

19. Class 19 - Opinions of the Attorney General

This classification covers formal opinions that the attorney general or the assistant attorney general for the Office of Legal Counsel (OLC) issues on questions of law to the president, to heads of federal agencies and executive departments, or, on occasion, to members of Congress. In 1981, Class 194 was established to cover OLC opinions.

Disposition: PERMANENT. Transfer to WNRC one year after close of case. Transfer to the National Archives in five-year blocks 30 years after close of case.

20. Class 20 - Standard Grain Act

This classification covers violations of the Standard Grain Act of 1916, which provides for the inspection and grading of grain shipped in interstate commerce. Violations include the "deceptive loading" of grain by concealing inferior grain beneath superior-quality grain for the purpose of obtaining a false or incorrect certificate of grade; the interstate shipment of uninspected grain; and attempts to threaten, intimidate, or illegally influence a licensed grain inspector.

Disposition: Transfer to WNRC one year after close of case. Destroy 10 years after close of case.

21. Class 21 - Food and Drug (Prosecution)

This classification covers violations of the Federal Food, Drug, and Cosmetic Act, the Public Health Service Act, and the Radiation Control for Health and Safety Act. These laws prohibit the sale or distribution of impure or adulterated foods, drugs, and cosmetics, the illegal possession or distribution of certain regulated drugs, and the sale or distribution of certain untested health devices and products.

## A. Multi-section case files and related enclosures.

Disposition: PERMANENT. Transfer to WNRC one year after close of case. Transfer to the National Archives in five-year blocks 30 years after close of case.

## B. Single-section case files and related enclosures controlled by the Antitrust Division.

Disposition: Transfer to WNRC one year after close of case. Destroy 20 years after close of case.

## C. Single-section case files and related enclosures controlled by other divisions.

Disposition: Transfer to WNRC one year after close of case. Destroy 15 years after close of case.

22. Class 22 - Food and Drug (Seizure)

This classification covers the seizure of foods, drugs, vitamins, cosmetics, and devices whose sale or distribution in interstate commerce violates the Food and Drug Act of 1906, the Food, Drug, and Cosmetic Act of 1938, and later legislation. In 1964, Class 22 was closed and Classes 22A and 22B were established. Class 22A covers routine seizures while the records in Class 22B document contested seizures.

- A. Case files and related enclosures controlled by the Antitrust Division.

Disposition: Transfer to WNRC one year after close of case. Destroy 20 years after close of case.

- B. Case files and related enclosures controlled by other divisions.

Disposition: Transfer to WNRC one year after close of case. Destroy five years after close of case.

23. Class 23 - Liquor Violations

This classification covers prosecutions under the Federal Alcohol Administration Act of such offenses as customs violations involving liquor, violations of the Indian liquor laws, the illegal refilling of liquor bottles, liquor tax violations, the shipping of liquor into dry states, and violations of regulations on the interstate shipment of liquor. Also assigned to this classification are all offers of compromise and applications for remissions of forfeitures in connection with criminal or civil proceedings arising out of the internal revenue laws relating to alcohol.

- A. Multi-section case files and related enclosures.

Disposition: PERMANENT. Transfer to WNRC one year after close of case. Transfer to the National Archives in five-year blocks 30 years after close of case.

- B. Single-section case files and related enclosures,



Disposition: Transfer to WNRC one year after close of case. Destroy 10 years after close of case.

24. Class 24 - High Cost of Living

This classification was closed before World War II, and cost of living cases developed during World War II are maintained under Class 146, World War II matters.

Disposition: ~~PERMANENT. Transfer to WNRC one year~~ after close of case. Transfer to the National Archives in five-year blocks 30 years after close of case.

25. Class 25 - Selective Service

This classification covers violations of the Selective Service Act, which generally involve criminal offenses. They include such actions as failure to register; refusal to submit to induction; refusal to report for civilian work; fraudulent evasion of service; the counseling of evasion; burning of draft cards, registration certificates, or notices of classification; and interference with the operation of the selective service system.

A. Multi-section case files and related enclosures.

Disposition: PERMANENT. Transfer to WNRC one year after close of case. Transfer to the National Archives in five-year blocks 30 years after close of case.

B. Single-section case files and related enclosures controlled by the Criminal Division.

Disposition: Transfer to WNRC one year after close of case. Destroy 10 years after close of case.

C. Single-section case files and related enclosures controlled by other divisions.

Disposition: Transfer to WNRC one year after close of case. Destroy 15 years after close of case.

26. Class 26 - Dyer Act (Automobile Theft)

This classification covers violations of the National Motor Vehicle Theft Act, which made transportation of a stolen motor vehicle across state lines a federal crime. It has been extended to cases under the Automobile Information Disclosure Act of 1958, which prohibited disclosure of false information regarding automobiles or the altering or changing of information stickers on car windshields or side windows. Prior to 1964, many of these cases were filed under Class 95, Miscellaneous Criminal Cases:

A. Multi-section case files and related enclosures.

Disposition: PERMANENT. Transfer to WNRC one year after close of case. Transfer to the National Archives in five-year blocks 30 years after close of case.

B. Single-section case files and related enclosures.

Disposition: Transfer to WNRC one year after close of case. Destroy 10 years after close of case.

27. Class 27 - Patents

This classification covers violations of federal patent laws.

A. Multi-section case files and related enclosures.

Disposition: PERMANENT. Transfer to WNRC one year after close of case. Transfer to the National Archives in five-year blocks 30 years after close of case.

B. Single-section case files and related enclosures controlled by the Civil Division

Disposition: Transfer to WNRC one year after close of case. Destroy 25 years after close of case.

C. Single-section case files and related enclosures controlled by other divisions

Disposition: Transfer to WNRC one year after close of case. Destroy 10 years after close of case.

28. Class 28 - Copyrights

This classification covers violations of federal copyright laws, recent revisions of which have extended coverage to audio and video tapes.

~~A. Multi-section case files and related enclosures.~~

Disposition: PERMANENT. Transfer to WNRC one year after close of case. Transfer to the National Archives in five-year blocks 30 years after close of case.

B. Single-section case files and related enclosures controlled by the Civil Division.

Disposition: Transfer to WNRC one year after close of case. Destroy 25 years after close of case.

C. Single-section case files and related enclosures controlled by other divisions

Disposition: Transfer to WNRC one year after close of case. Destroy 10 years after close of case.

29. Class 29 - National Banking Act

This classification covers violations of the National Banking Act and other banking statutes and includes such offenses as robbery, armed robbery, embezzlement, forgery, and fraud.

A. Multi-section case files and related enclosures.

Disposition: PERMANENT. Transfer to WNRC one year after close of case. Transfer to the National Archives in five-year blocks 30 years after close of case.

B. Single-section case files and related enclosures.

Disposition: Transfer to WNRC one year after close of case. Destroy 10 years after close of case.

30. Class 30 - Quarantine

This classification covers violations of the Animal Quarantine Act of 1903 and of Department of Agriculture regulations governing the interstate transport of livestock that may be infected with a contagious, infectious, or communicable disease.

Disposition: Transfer to WNRC one year after close of case. Destroy 10 years after close of case.

31. Class 31 - White Slave Traffic Act

This classification covers violations of the White Slave Traffic Act (Mann Act), which prohibits transporting women in interstate or foreign commerce for immoral purposes as well as the coercion or enticement of women for this purpose. In recent years enforcement of the law has been directed at organized prostitution and persons exploiting women for commercial purposes.

A. Multi-section case files and related enclosures.

Disposition: PERMANENT. Transfer to WNRC one year after close of case. Transfer to the National Archives in five-year blocks 30 years after close of case.

B. Single-section case files and related enclosures.

Disposition: Transfer to WNRC one year after close of case. Destroy 10 years after close of case.

32. Class 32 - Federal Building Space

This classification covers the acquisition, allocation, utilization, and release of space and includes correspondence and reports submitted to the General Services Administration, requests for building and equipment services, and correspondence files reflecting the activities of the unit responsible for handling space and related matters within the Department of Justice.

Disposition: Destroy when two years old (General Records Schedule 11, Item 2b[1]).

33. Class 33 - Federal Building Sites

This classification covers examinations of titles to land acquired by the federal government by uncontested purchase, or civil suits over acquisitions by condemnation. Land has been acquired for World War II defense housing, post office expansions, reservoirs, national parks, and similar projects. Case files relating to acquisitions of land for the national forest system are in Class 3, Weeks Forestry Act.

Disposition: Transfer to WNRC one year after close of case. Destroy 25 years after close of case.

34. Class 34 - Lacy Act (Game)

This classification covers violation of the Lacy Act, which pertains to the transportation of wild birds, animals, and fish. It (1) establishes regulations for their importation, (2) proscribes their interstate transportation if their taking or exportation violated state or territorial laws, and (3) makes their consumption subject to the laws of the jurisdiction in which they are consumed.

Disposition: Transfer to WNRC one year after close of case. Destroy 10 years after close of case.

35. Class 35 - Civil Service Act

This classification covers suits against U.S. government agencies by federal employees or contract workers suspended, demoted, dismissed, or coerced into retirement, or not selected for positions or promoted. The plaintiffs usually have exhausted their administrative remedies and appeals through the U.S. Civil Service Commission or Merit Systems Protection Board. The employee generally claimed the personnel action (or lack thereof) was the result of discrimination because of age, race, sex, or physical handicap.

- A. Case files and related enclosures controlled by the Criminal Division.

Disposition: Transfer to WNRC one year after close of case. Destroy 10 years after close of case.

- B. Case files and related enclosures controlled by other divisions.

Disposition: Transfer to WNRC one year after close of case. Destroy 15 years after close of case.

36. Class 36 - Mail Fraud

This classification covers mail fraud violations and cases involving fraud by wire, radio, or television. The classification also includes alleged violations of postal laws by juveniles, the fraudulent use of credit cards, and the fraudulent sale or lease of land through the mail.

A. Multi-section case files and related enclosures.

Disposition: PERMANENT. Transfer to WNRC one year after close of case. Transfer to the National Archives in five-year blocks 30 years after close of case.

B. Single-section case files and related enclosures controlled by the Criminal Division.

Disposition: Transfer to WNRC one year after close of case. Destroy 10 years after close of case.

C. Single-section case files and related enclosures controlled by other divisions.

Disposition: Transfer to WNRC one year after close of case. Destroy 15 years after close of case.

37. Class 37 - Bonus Overpayment - W.W. I

This classification covers overpayment of soldiers' bonuses, adjusted service certificate recovery suits, and collection matters referred from the General Accounting Office involving the false claim statute. Also included are cases involving failure to pay back loans from the Veterans Administration (VA) or overpayment of VA disability benefits.

Disposition: Transfer to WNRC one year after close of case. Destroy 10 years after close of case.

38. Class 38 - Naturalization

This classification covers matters brought under the Naturalization Act of 1906 and the Immigration and Naturalization Act of 1940 and 1952, as amended.

A. Multi-section case files and related enclosures.

Disposition: PERMANENT. Transfer to WNRC one year after close of case. Transfer to the National Archives in five-year blocks 30 years after close of case.

B. Single-section case files and related enclosures from the Southern District of California (38-12-250 through 38-12-800) and Hawaii (38-21-25 through 38-21-275) that were opened during the period in which a substantial number of Japanese American citizenship cases arose.

Disposition: PERMANENT. Transfer to WNRC one year after close of case. Transfer to the National Archives in five-year blocks 30 years after close of case.

C. All other single-section files and related enclosures.

Disposition: Transfer to WNRC one year after close of case. Destroy 20 years after close of case.

39. Class 39 - Immigration

This classification covers cases initiated under the Naturalization Act of 1906 and the Immigration and Naturalization Act of 1940, and 1952, as amended.

A. Multi-section case files and related enclosures.

Disposition: PERMANENT. Transfer to WNRC one year after close of case. Transfer to the National Archives in five-year blocks 30 years after close of case.

B. Single-section case files and related enclosures.

Disposition: Transfer to WNRC one year after close of case. Destroy 20 years after close of case.

40. Class 40 - Passport and Visa Matters

This classification covers cases initiated under the Naturalization Act of 1906 and the Immigration and Naturalization Act of 1940, and 1952, as amended, involving violations such as obtaining a passport by filling fraudulent documents or making false statements, and using a passport for proscribed travel. It also covers the making of false statements on visa applications and the granting of visas to alleged subversives.

Disposition: PERMANENT. Transfer to WNRC one year after close of case. Transfer to the National Archives in five-year blocks 30 years after close of case.

41. Class 41 - Explosives

This classification covers statutes relating to the transportation of explosives in interstate and foreign commerce; the transportation of fireworks into states prohibiting their sale or use; the misuse of a federal license to carry or possess explosives on board certain vessels; and the manufacture, storage, and use of explosives in wartime. With the passage of the Organized Crime Control Act of 1970, this classification was broadened to include cases arising from FBI reports on bombings, bomb threats, and related violations. At least 10 other classifications cover bombings and bomb threats relating to specific offenses, such as the planting of bombs aboard aircraft.

A. Multi-section case files and related enclosures.

Disposition: PERMANENT. Transfer to WNRC one year after close of case. Transfer to the National Archives in five-year blocks 30 years after close of case.

B. Single-section case files and related enclosures.

Disposition: Transfer to WNRC one year after close of case. Destroy 10 years after close of case.



42. Class 42 - Desertion from Armed Forces of U.S.;  
Harboring Such Deserters

This classification covers statutes relating to desertion from the armed forces of the United States, the enticement of deserters and the harboring of deserters, and the apprehension of deserters by civilian officials.

Disposition: Transfer to WNRC one year after close of case. ~~Destroy 10 years after close of case.~~

43. Class 43 - Illegal Wearing of Uniform

This classification originally covered the unauthorized use or display of clothing or badges of military or Public Health Service personnel. It was later broadened to cover members of the Naval Reserve and registered staff officers of the U.S. Merchant Marine.

Disposition: Transfer to WNRC one year after close of case. Destroy 10 years after close of case.

44. Class 44 - DOJ Administrative Files

Records under this classification are covered by a separate schedule, Job No. NC1-60-78-2.

*Not + 16 GRS*

45. Class 45 - Crime on the High Seas

This classification covers crimes on or over the high seas. Also included are assaults by crew members and misconduct charges against ship officers. Violations that do not occur while a vessel is actually on the high seas are placed in Class 95, Miscellaneous Criminal Cases.

A. Multi-section case files and related enclosures.

Disposition: PERMANENT. Transfer to WNRC one year after close of case. Transfer to the National Archives in five-year blocks 30 years after close of case.

B. Single section case files and related enclosures.

Disposition: Transfer to WNRC one year after close of case. Destroy 10 years after close of case.

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46. Class 46 - Fraud against the Government

This classification covers investigations of a wide variety of illegal actions in which the U.S. government was defrauded, including overcharges in procurement and construction contracts; short deliveries; the use or provision of substandard parts and merchandise; irregularities in disposing of government property; claims submitted for work not performed; the falsification of time and attendance data by government employees; the making of false statements on applications for government loans, benefits, or employment; and the offering or acceptance of bribes in connection with government contracts.

A. Multi-section case files and related enclosures.

Disposition: PERMANENT. Transfer to WNRC one year after close of case. Transfer to the National Archives in five-year blocks 30 years after close of case.

B. Single-section case files and related enclosures controlled by the Civil Division.

Disposition: Transfer to WNRC one year after close of case. Destroy 20 years after close of case.

C. Single-section case files and related enclosures controlled by other divisions.

Disposition: Transfer to WNRC one year after close of case. Destroy 10 years after close of case.

47. Class 47 - Impersonation of Federal Officer

This classification covers violations of statutes making it illegal for individuals to misrepresent themselves as members of the armed forces, federal agents, U.S. government employees, 4-H Club members or agents, or Red Cross members or agents as well as for businesses to use the term "Federal" in their titles.

Disposition: Transfer to WNRC one year after close of case. Destroy 10 years after close of case.

48. Class 48 - Postal Violations

This classification covers all violations of federal laws involving the U.S. Postal Service other than mail fraud, lotteries, and crimes of violence. It includes the obstruction of the mails in general, theft from the mails, the destruction of letter boxes or mail, the receipt of stolen mail, forcible entry into post offices, and the avoidance of postage.

A. Multi-section case files and related enclosures.

Disposition: PERMANENT. Transfer to WNRC one year after close of case. Transfer to the National Archives in five-year blocks 30 years after close of case.

B. Single-section case files and related enclosures.

Disposition: Transfer to WNRC one year after close of case. Destroy 10 years after close of case.

49. Class 49 - Bankruptcy

This classification covers matters arising under federal bankruptcy statutes. Cases in this classification mainly concern schemes to defraud creditors by concealing assets after a declaration of bankruptcy or by engaging in transactions to reduce assets prior to a declaration of bankruptcy. Also included are cases involving efforts to defend the federal government's rights as a creditor in bankruptcy proceedings.

A. Double-digit case files (49-NS) and related enclosures.

Disposition: PERMANENT. Transfer to WNRC one year after close of case. Transfer to the National Archives in five-year blocks 30 years after close of case.

B. Judicial district case files (49-judicial district-NS) and related enclosures.

Disposition: Transfer to WNRC one year after close of case. Destroy 10 years after close of case. 50.

50. Class 50 - Peonage

This classification covers cases arising from violations of statutes implementing the Thirteenth Amendment to the Constitution, which outlaws slavery and certain forms of involuntary servitude.

Disposition: PERMANENT. Transfer to WNRC one year after close of case. Transfer to the National Archives in five-year blocks 30 years after close of case.

51. Class 51 - Offenses against Public Justice, Bribery and Perjury

This classification covers offenses against public justice in matters involving the Federal government, including betrayal of office, bribery, conflict of interest, contempt, perjury, and obstruction of justice.

Disposition: PERMANENT. Transfer to WNRC one year after close of case. Transfer to the National Archives in five-year blocks 30 years after close of case.

52. Class 52 - Theft of Government Property

This classification covers crimes relating to the embezzlement of public money, property, or records, theft of U.S. government property, mining or removing coal from public land, or removing or transporting timber from public land or from Indian land.

Disposition: Transfer to WNRC one year after close of case. Destroy 10 years after close of case.

53. Class 53 - Excess Wool Profits

This classification covers claims to make up for deficiencies in regulations issued during World War I concerning the production of wool. This classification is inactive and there are no holdings of case files at the records center.

54. Class 54 - Customs Violations

This classification covers such violations of U.S. customs laws as the forging of customs certificates, deliberate undervaluation of imported goods, and the

smuggling into the United States of controlled or prohibited substances or of goods subject to an import duty.

A. Multi-section case files and related enclosures.

Disposition: PERMANENT. Transfer to WNRC one year after close of case. Transfer to the National Archives in five-year blocks 30 years after close of case.

B. Single-section case files and related enclosures controlled by the Criminal Division.

Disposition: Transfer to WNRC one year after close of case. Destroy 10 years after close of case.

C. Single-section case files and related enclosures controlled by other divisions.

Disposition: Transfer to WNRC one year after close of case. Destroy 15 years after close of case.

55. Class 55 - Counterfeiting and Forgery

This classification covers Federal statutes prohibiting the counterfeiting of U.S. or foreign currency and the forging of endorsement signatures on financial statements.

Disposition: Transfer to WNRC one year after close of case. Destroy 10 years after close of case.

56. Class 56 - Future Trading Act and Commodity Exchange Act

This classification covers civil and criminal violations of the Future Trading Act and the Commodity Exchange Act, which prohibit the manipulation of commodity future prices. Violations include failure to submit required reports of transactions to the Department of Agriculture, failure to inform customers of the true status of accounts, alteration of transaction accounts, or fictitious transactions to manipulate opening and closing market quotations.

A. Multi-section case files and related enclosures..

Disposition: PERMANENT. Transfer to WNRC one year after close of case. Transfer to the National Archives in five-year blocks 30 years after close of case.

- B. Single-section case files and related enclosures controlled by the Criminal Divisions.

Disposition: Transfer to WNRC one year after close of case. ~~Destroy 10 years after close of case.~~

- C. Single-section case files and related enclosures controlled by other divisions.

Disposition: Transfer to WNRC one year after close of case. Destroy 15 years after close of case.

57. Class 57 - Seed Grain Loans

This classification covers violations relating to the repayment of loans under the Seed Grain Loan Program administered by the Department of Agriculture.

Disposition: Transfer to WNRC one year after close of case. Destroy 10 years after close of case.

58. Class 58 - Stockyards and Packers Act

This classification covers violations of the Stockyards and Packers Act, which regulates the business activities of stockyards and meatpacking facilities.

- A. Case files and related enclosures controlled by the Criminal Division.

Disposition: Transfer to WNRC one year after close of case. Destroy 10 years after close of case.

- B. Case files and related enclosures controlled by other divisions.

Disposition: Transfer to WNRC one year after close of case. Destroy 15 years after close of case.

59. Class 59 - Railroads, Transportation, ICC Acts

This classification covers matters relating to the Interstate Commerce Commission Act and its amendments, which regulate firms engaged in interstate surface transportation.

- A. Civil rights files (59-12-358 [which has been accessioned into the National Archives], 59-12-429, 59-12-525, 59-12-554, and 59-30-2496).

Disposition: PERMANENT. Transfer to WNRC one year after close of case. Transfer to the National Archives in five-year blocks 30 years after close of case.

- B. Other case files and related enclosures controlled by the Criminal Division.

Disposition: Transfer to WNRC one year after close of case. Destroy 10 years after close of case.

- C. Other case files and related enclosures controlled by the Antitrust Division.

Disposition: Transfer to WNRC one year after close of case. Destroy 30 years after close of case.

- D. Other case files and related enclosures controlled by other divisions.

Disposition: Transfer to WNRC one year after close of case. Destroy 15 years after close of case.

60. Class 60 - Antitrust Violations

This classification covers violations of the Sherman and Clayton Antitrust Acts.

- A. Single-section banking case files and related enclosures under the heading of 60-111.

Disposition: Transfer to WNRC one year after close of case. Destroy 20 years after close of case.

B. All other case files and related enclosures.

Disposition: PERMANENT. Transfer to WNRC one year after close of case. Transfer to the National Archives in five-year blocks 30 years after close of case.

61. Class 61 - Admiralty Act

This classification covers cases arising out of several ~~maritime-related laws, including the Admiralty Act, the~~ Public Vessels Act, and the Shipping Act. It involves issues such as damage to vessels or cargo, injuries to seamen, disputes over foreign fishing in U.S. waters and the presence of Soviet vessels in U.S. waters, and the seizure of U.S. ships in foreign waters.

A. Case files and related enclosures controlled by the Antitrust Division.

Disposition: Transfer to WNRC one year after close of case. Destroy 30 years after close of case.

B. Case files and related enclosures controlled by other divisions.

Disposition: Transfer to WNRC one year after close of case. Destroy 15 years after close of case.

62. Class 62 - Obstructions to Navigation and Pollution of Streams, Coastal Waters and Shoreline

This classification covers legislation governing construction in navigable waters and wetlands and the dumping of pollutants into navigable waters.

A. Multi-section case files and related enclosures.

Disposition: PERMANENT. Transfer to WNRC one year after close of case. Transfer to the National Archives in five-year blocks 30 years after close of case.

B. Single-section case files and related enclosures controlled by the Land and Natural Resources Division.



Disposition: Transfer to WNRC one year after close of case. Destroy 25 years after close of case.

- C. Single-section case files and related enclosures controlled by other divisions.

Disposition: Transfer to WNRC one year after close of case. Destroy 10 years after close of case.

63. Class 63 - Warehouse Act

This classification covers civil and criminal violations of the Warehouse Act of 1916, as amended in 1931, such as the issuing of fraudulent receipts for agricultural commodities stored in licensed warehouses, failure to keep enough produce on hand to cover outstanding receipts, or the illegal use of commodities for which receipts had been issued.

- A. Case files and related enclosures controlled by the Criminal Division.

Disposition: Transfer to WNRC one year after close of case. Destroy 10 years after close of case.

- B. Case files and related enclosures controlled by other divisions.

Disposition: Transfer to WNRC one year after close of case. Destroy 30 years after close of case.

64. Class 64 - Lottery

This classification covers violations of legislation barring the transportation in interstate commerce of tickets or chances dependent upon a Lottery. A 1961 law made it illegal to transport across a state line any record, ticket, certificate, bill, slip, token, paper, writing, or other paraphernalia designed for use in bookmaking or wagering pools. In 1975, Congress exempted state lotteries from this legislation.

- A. Case files and related enclosures controlled by the Criminal Division.

Disposition: Transfer to WNRC one year after close of case. Destroy 10 years after close of case.

- B. Case files and related enclosures controlled by other divisions.

Disposition: Transfer to WNRC one year after close of case. Destroy 15 years after close of case.

65. Class 65 - Motorboat Act

This classification covers offenses involving the reckless and negligent navigation of powerboats and fines imposed for violation of navigation regulations. Prior to January 26, 1942, these files were maintained under Class 95, Miscellaneous Criminal Cases.

Disposition: Transfer to WNRC one year after close of case. Destroy 10 years after close of case.

66. Class 66 - Rentals and Leases

This classification covers the rental and leasing of facilities for use by (1) components of the Department of Justice and (2) the federal courts in the period prior to the creation of the Administrative Office of the U.S. Courts in 1939.

- A. Multi-section case files and related enclosures, case files having tertiary number "1" (66-judicial district-NS) and related enclosures, and case files and related enclosures active during the period 1935-38.

Disposition: PERMANENT. Transfer to WNRC one year after close of case. Transfer to the National Archives in five-year blocks 30 years after close of case.

- B. All other case files and related enclosures.

Disposition: Transfer to WNRC one year after close of case. Destroy 10 years after close of case.

67. Class 67 - Bail Bonds and Forfeitures

This classification covers efforts by the U.S. government to obtain payment of fines, loans, and bonds. The government tried to collect fines imposed on violators of the Internal Revenue Act, the National Prohibition Act, or other laws, bonds issued by bailbondsmen whose clients failed to appear in court, defaulted loans insured by the federal government under FHA or other programs, and foreclosures on liens to which the government was a party.

- A. Case files and related enclosures controlled by the Criminal and Civil Divisions.

Disposition: Transfer to WNRC one year after close of case. Destroy 10 years after close of case.

- B. Case files and related enclosures controlled by the Tax Division.

Disposition: Transfer to WNRC one year after close of case. Destroy 20 years after close of case.

- C. Case files and related enclosures controlled by the Antitrust Division.

Disposition: Transfer to WNRC one year after close of case. Destroy 30 years after close of case.

68. Class 68 - Federal Farm Loan Act

This classification covers violations of the Federal Farm Loan Act of 1916, which provides for the punishment by fine or imprisonment of anyone who embezzles or willfully misapplies the funds of a Federal land bank.

Disposition: Transfer to WNRC one year after close of case. Destroy 10 years after close of case.

69. Class 69 - Filled Milk Act

This classification covers violations of the Filled Milk Act of 1923, which prohibits the sale in interstate commerce of skimmed milk mixed with certain non-milk additives such as vegetable oil or egg yolks.

A. Cases 69-25-1 and 69-25-3.

Disposition: PERMANENT. Transfer to WNRC one year after close of case. Transfer to the National Archives in five-year blocks 30 years after close of case.

B. All other case files and related enclosures.

Disposition: Transfer to WNRC one year after close of case. Destroy 10 years after close of case.

70. Class 70 - War Transactions

This classification was established in 1922, when the Department of Justice received an appropriation to investigate and prosecute instances of alleged fraud, either civil and criminal, against the U.S. government arising out of war-related contracts during World War I. Litigation was handled by the War Transactions Section, which disbanded in 1940. This classification is closed, and there are no holdings of case files at the records center.

71. Class 71 - Neutrality

This classification covers investigations of violations of neutrality statutes. The Neutrality Acts declare illegal such actions as conspiring to injure the property of a foreign government, enlisting in a foreign military service, organizing a military expedition from the United States against a country with which the United States is at peace, and arming vessels of any country to commit hostilities against a country with which the United States is at peace. The Munitions Control Act, also known as the Export Control Act, requires the licensing of all persons engaged in the manufacture and importation of munitions and weapons.

Disposition: PERMANENT. Transfer to WNRC one year after close of case. Transfer to the National Archives in five-year blocks 30 years after close of case.

72. Class 72 - Elections and Political Activity

This classification covers offenses relating to elections and political activity, including irregularities in federal elections, violations of the Hatch Act

governing political activity by federal employees, and reporting of expenditures in connection with congressional political campaigns. Coverage of the classification has expanded to include legislation prohibiting the publication and distribution of unsponsored political statements (1944), the Federal Corrupt Practices Act and the Regulation of Lobbying Act (1947), and the Civil Rights Acts of 1957 and 1960. In 1964, with the establishment of Class 166, Voting Rights, pending election cases under the Civil Rights Acts of 1957 and 1960 were reclassified from Class 72 to Class 166.

Disposition: PERMANENT. Transfer to WNRC one year after close of case. Transfer to the National Archives in five-year blocks 30 years after close of case.

73. Class 73 - Oleomargarine Act

This classification covers violations of the Oleomargarine Act of 1886, which imposes a tax on oleomargarine sold in interstate commerce.

Disposition: Transfer to WNRC one year after close of case. Destroy 10 years after close of case.

74. Class 74 - Title Registration

This classification covers the registration and validation of title to land to which the federal government may have an interest as a third party.

A. Case files and related enclosures controlled by the Land and Natural Resources Division.

Disposition: Transfer to WNRC one year after close of case. Destroy 50 years after close of case.

B. Case files and related enclosures controlled by other divisions.

Disposition: Transfer to WNRC one year after close of case. Destroy 10 years after close of case.

75. Class 75 - Eight Hour Law

This classification covers statutes relating to violations of the eight hour law on public works and the falsification of payrolls.

Disposition: PERMANENT. Transfer to WNRC one year after close of case. Transfer to the National Archives in five-year blocks 30 years after close of case.

76. Class 76 - Opinions of the Courts

This classification consists of copies of written opinions rendered by federal judges and rulings and interpretations by federal courts relating to the Rules of Civil Procedure for the District Courts of the United States as well as related correspondence. These were forwarded to the DOJ division interested in the subject matter of the opinion or ruling. This classification has been inactive since 1960, and there are no records center holdings of Class 76 files (such records may have been destroyed under Job No. II-NNA-3122).

77. Class 77 - Claims in Favor of the United States

This classification covers collection efforts on monetary judgments won by the U.S. government or other matters in which the U.S. government had potential or actual monetary claims.

- A. Multi-section case files and related enclosures, and single-section case files with enclosures.

Disposition: PERMANENT. Transfer to WNRC one year after close of case. Transfer to the National Archives in five-year blocks 30 years after close of case.

- B. Single-section case files without enclosures.

Disposition: Transfer to WNRC one year after close of case. Destroy 15 years after close of case.

78. Class 78 - Tucker Act (Claims against the United States)

This classification covers monetary claims made against the United States under the Tucker Act, which permitted

suits against the U.S. government for claims up to \$10,000.

Disposition: Transfer to WNRC one year after close of case. Destroy 15 years after close of case.

79. Class 79 - Tick Eradication

This classification covers violations of an 1890 law which provides for the inspection and quarantine of ~~tick-infested animals imported into, exported from, or slaughtered in the United States.~~ This classification is inactive and there are no records center holdings of case files (such records may have been destroyed under authority of Job No. NN-167-135).

80. Class 80 - Firearms Act; Permits to Carry Firearms

This classification originally covered violations of the National Firearms Act of 1934, one of a series of early 1930s crime control measures directed at the problem of gangsters. To keep particularly dangerous weapons out of the hands of gangsters, the measure provided for collection of a federal tax on machine guns, sawed-off shotguns, rifles, and firearm silencers; the licensing of dealers; the registration of weapons; and restrictions on imports of firearms. Over the years DOJ has expanded this classification to cover other federal gun control legislation, including the registration of manufacturers and dealers, restrictions on the possession of firearms by convicted felons, and the regulation of firearm sales under the Omnibus Crime Control and Safe Streets Act of 1968.

A. Multi-section case files and related enclosures.

Disposition: PERMANENT. Transfer to WNRC one year after close of case. Transfer to the National Archives in five-year blocks 30 years after close of case.

B. Single-section case files and related enclosures controlled by the Criminal Division.

Disposition: Transfer to WNRC one year after close of case. Destroy 10 years after close of case.

C. Single-section case files and related enclosures controlled by other divisions.

Disposition: Transfer to WNRC one year after close of case. Destroy 15 years after close of case.

81. Class 81 - Prize Fight Films

This classification covers violations of the Rodenberry Act of 1912, which prohibits the transport in interstate commerce or the mailing of any film or "other pictorial representation of demonstrations of pugilistic encounters." This classification is closed and there are no holdings of case files at the records center.

82. Class 82 - Communications Act

This classification was established to cover cases under the Radio Act of 1927. After passage of the Federal Communications Act of 1934, the classification was expanded to include matters involving communication-related public utilities. Cases involving damage to communications facilities and ham radio abuses were added in later years.

Disposition: PERMANENT. Transfer to WNRC one year after close of case. Transfer to the National Archives in five-year blocks 30 years after close of case.

83. Class 83 - Federal Employees' Compensation and Longshoreman's Act

This classification covers litigation over compensation to workers injured in specific types of employment. The two major pieces of legislation under which such litigation arises are the Longshoreman's Act and the Federal Employees' Compensation Act. Litigation also occurs under the District of Columbia Workman's Compensation Act, Defense Bases Act, and U.S. Employees' Compensation Act.

A. Case files and related enclosures controlled by the Criminal Division.

Disposition: Transfer to WNRC one year after close of case. Destroy 10 years after close of case.

B. Case files and related enclosures controlled by other divisions.



Disposition: Transfer to WNRC one year after close of case. Destroy 15 years after close of case.

84. Class 84 - Extortion and Blackmail

This classification covers use of the mail or other means of interstate commerce to demand ransom for a kidnapped person, threaten to kidnap or injure any person, or demand money based on threats to injure someone. ~~The classification also includes cases involving blackmail.~~

Disposition: Transfer to WNRC one year after close of case. Destroy 10 years after close of case.

85. Class 85 - Produce Agency Act; Illegal Dumping

This classification covers violations of the Produce Agency Act of 1927 such as the failure of food sales agents to account for or remit funds on consigned shipments of fruits, vegetables, cut flowers, or eggs.

Disposition: Transfer to WNRC one year after close of case. Destroy 10 years after close of case.

86. Class 86 - Federal Seed Act (Misbranding)

This classification covers violations of the Federal Seed Act of 1939, which regulates the transportation of seed in interstate commerce and requires that such seed be labeled correctly.

Disposition: Transfer to WNRC one year after close of case. Destroy 10 years after close of case.

87. Class 87 - Franking Act

This classification covers violations of the Franking Act. Violations include the use of any official envelope, label, or endorsement authorized by law to avoid the payment of postage or registry fee on one's private letter, packet, package, or other matter in the mail, and the abuse of congressional franking privileges, such as the sending of campaign literature by franked mail.

Disposition: Transfer to WNRC one year after close of case. Destroy 10 years after close of case.

88. Class 88 - Air Traffic Act; Civil Aeronautics

This classification covers violations of the Civil Aeronautics Act of 1938, as amended.

- A. Case files and related enclosures controlled by the Criminal Division.

Disposition: Transfer to WNRC one year after close of case. Destroy 10 years after close of case.

- B. Case files and related enclosures controlled by the Antitrust Division.

Disposition: Transfer to WNRC one year after close of case. Destroy 30 years after close of case.

- C. Case files and related enclosures controlled by other divisions.

Disposition: Transfer to WNRC one year after close of case. Destroy 15 years after close of case.

89. Class 89 - Federal Aid Highway Fraud

This classification covers the misuse of federal highway funds.

- A. Multi-section case files and related enclosures.

Disposition: PERMANENT. Transfer to WNRC one year after close of case. Transfer to the National Archives in five-year blocks 30 years after close of case.

- B. Single-section case files and related enclosures controlled by the Criminal Division.

Disposition: Transfer to WNRC one year after close of case. Destroy 10 years after close of case.

- C. Single-section case files and related enclosures controlled by other divisions.

Disposition: Transfer to WNRC one year after close of case. Destroy 15 years after close of case.

90. Class 90 - Lands

Records under this classification are covered by a separate schedule, Job No. N1-60-88-12.

91. Class 91 - Federal Conservation and Regulation of Resources

This classification covers suits brought by federal agencies under the Federal Power Act of 1920 and the Natural Gas Act of 1938 to revoke licenses, collect charges from licensees, and restore lands to the federal government which were leased for conservation or regulatory reasons. It also includes appeals of decisions of federal regulatory agencies and state commerce and power commissions.

A. Multi-section case files and related enclosures.

Disposition: PERMANENT. Transfer to WNRC one year after close of case. Transfer to the National Archives in five-year blocks 30 years after close of case.

B. Single-section case files and related enclosures controlled by the Land and Natural Resources Division.

Disposition: Transfer to WNRC one year after close of case. Destroy 50 years after close of case.

C. Single-section case files and related enclosures controlled by the Criminal Division.

Disposition: Transfer to WNRC one year after close of case. Destroy 10 years after close of case.

D. Single-section case files and related enclosures controlled by other divisions.

Disposition: Transfer to WNRC one year after close of case. Destroy 15 years after close of case.

92. Class 92 - Naval Stores Act

This classification covers cases pertaining to violations of the Naval Stores Act of 1923, which established standards for the labeling of naval stores such as turpentine and rosin.

Disposition: Transfer to WNRC one year after close of case. Destroy 10 years after close of case.

93. Class 93 - Habeas Corpus

This classification covers habeas corpus proceedings of all types except those involving the Selective Service, immigration and naturalization, and alien enemies.

A. Multi-section case files and related enclosures.

Disposition: PERMANENT. Transfer to WNRC one year after close of case. Transfer to the National Archives in five-year blocks 30 years after close of case.

B. Single-section case files and related enclosures.

Disposition: Transfer to WNRC one year after close of case. Destroy 10 years after close of case.

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94. Class 94 - Census Matters

This classification covers violations of census laws by Census Bureau employees and others outside the agency. Employee violations include refusal or neglect to perform duties and the wrongful disclosure of census information. Violations by persons outside the bureau often involve refusal or neglect to complete census questionnaires.

Disposition: Transfer to WNRC one year after close of case. Destroy 10 years after close of case.

95. Class 95 - Miscellaneous Criminal Cases

This classification, in use as early as 1937, covers a wide variety of subjects. Subjects include violations of the District of Columbia Code, crimes on vessels of United States registry on the high seas, crimes on federal reservations, intent to defraud on high seas and other waters, gambling ships, juvenile offenses,



the Federal Train Wreck Act, suits against the FBI and DEA for illegal searches and seizures, and suits by federal prisoners against wardens. With the passage of the Organized Crime Control Act of 1970, this classification was broadened to include cases arising from FBI reports on bombings, bomb threats, and related subjects. At least 10 other classifications cover bombings and bomb threats relating to specific offenses, such as bombs aboard aircraft. This classification also includes a number of subclassifications which include extradition cases, desecration of flag cases, citizen mail that is of a general nature, and citizen and official mail on civil disorders.

- A. Multi-section judicial district case files (95-judicial district-NS) and related enclosures.

Disposition: PERMANENT. Transfer to WNRC one year after close of case. Transfer to the National Archives in five-year blocks 30 years after close of case.

- B. Single-section judicial district case files (95-judicial district-NS) and related enclosures.

Disposition: Transfer to WNRC one year after close of case. Destroy 10 years after close of case.

- C. All case files and related enclosures in subclassification 95-100-NS except 95-100-7.

Disposition: Transfer to WNRC one year after close of case. Destroy 20 years after close of case.

- D. All other case files and related enclosures (including 95-100-7)

Disposition: PERMANENT. Transfer to WNRC one year after close of case. Transfer to the National Archives in five-year blocks 30 years after close of case.

96. Class 96 - Tobacco Stocks and Standards Act

This classification covers violations of the tobacco marketing program established under the Agricultural Adjustment Act of 1938.

Disposition: Transfer to WNRC one year after close of case. Destroy 10 years after close of case.

97. Class 97 - Obscene Literature

This classification covers such violations relating to obscene literature as the importation or interstate transport of obscene materials, the mailing of indecent materials, the broadcasting of obscene language, and ~~the transportation of obscene matter for sale or distribution.~~

A. Multi-section case files and related enclosures.

Disposition: PERMANENT. Transfer to WNRC one year after close of case. Transfer to the National Archives in five-year blocks 30 years after close of case.

B. Single-section case files and related enclosures controlled by the Criminal Division.

Disposition: Transfer to WNRC one year after close of case. Destroy 10 years after close of case.

C. Single-section case files and related enclosures controlled by other divisions.

Disposition: Transfer to WNRC one year after close of case. Destroy 15 years after close of case.

98. Class 98 - Meat Inspection and Horsemeat Act

This classification covers cases arising out of the Meat Inspection and Horsemeat Act of 1907 and later statutes that ensure that meat and meat products are wholesome and are properly graded, labeled, and packaged.

Disposition: Transfer to WNRC one year after close of case. Destroy 10 years after close of case.

99. Class 99 - Federal Escape Act

This classification covers violations of the Federal Escape Act. It concerns persons escaping from or assisting an individual to escape from federal custody.

Disposition: Transfer to WNRC one year after close of case. Destroy 10 years after close of case.

100. Class 100 - Miscellaneous Correspondence

This classification covers general correspondence on matters not covered by other classifications.

Disposition: Transfer to WNRC one year after close of case. Destroy 10 years after close of case.

101. Class 101 - Mortgage and Lien Foreclosure Act

This classification covers suits by a financial institution or a private individual against a holder of a defaulted mortgage or other loan in which a U.S. government agency has a claim on a portion of the debtor's property.

Disposition: Transfer to WNRC one year after close of case. Destroy 10 years after close of case.

102. Class 102 - Federal Trade Act

This classification covers matters relating to the Federal Trade Commission Act, the Clayton Antitrust Act, and subsequent legislation administered by the Federal Trade Commission, including the Flammable Fabrics Act and the Federal Cigarette Labeling and Advertising Act.

Disposition: Transfer to WNRC one year after close of case. Destroy 20 years after close of case.

103. Class 103 - Wills, Bequests, Gifts

This classification covers gifts and bequests to the U.S. government, its agencies, and federal institutions, exclusive of cases in which the validity of a title to bequeathed land is at issue.

A. Multi-section case files and related enclosures.

Disposition: PERMANENT. Transfer to WNRC one year after close of case. Transfer to the National Archives in five-year blocks 30 years after close of case.

B. Single-section case files and related enclosures.



Disposition: Transfer to WNRC one year after close of case. Destroy 60 years after close of case.

104. Class 104 - Caustic Poison Act

This classification covers violations of a variety of product safety laws, including the Federal Caustic Poison Act of 1927, the Federal Hazardous Substances Labeling Act, the Refrigerator Safety Act of 1966, the Poison Prevention Packaging Act, the Flammable Fabrics Act, the Federal Food, Drug, and Cosmetic Act, and the Consumer Product Safety Act of 1972. The intent of these laws is to ensure the safe and proper manufacture, labeling, and use of clothing, toys, pesticides, dyes, and other household products.

- A. Case files and related enclosures controlled by the Antitrust Division

Disposition: Transfer to WNRC one year after close of case. Destroy 20 years after close of case.

- B. Case files and related enclosures controlled by other divisions

Disposition: Transfer to WNRC one year after close of case. Destroy 10 years after close of case.

105. Class 105 - Reconstruction Finance Corporation

This classification covers loans guaranteed under provisions of the Small Business Investment Act.

Disposition: Transfer to WNRC one year after close of case. Destroy 10 years after close of case.

106. Class 106 - Agricultural Marketing Act

This classification covers violations of the Agricultural Adjustment Act of 1933, as amended; the Agricultural Marketing Agreement Act of 1937; the Federal Crop Insurance Act of 1938; and other allotment, conservation, and marketing statutes, agreements, and programs regulating the production and inspection of agricultural products.

A. Multi-section case files and related enclosures.

Disposition: PERMANENT. Transfer to WNRC one year after close of case. Transfer to the National Archives in five-year blocks 30 years after close of case.

B. Single-section case files and related enclosures controlled by the Criminal Division.

~~Disposition: Transfer to WNRC one year after close of case. Destroy 10 years after close of case.~~

C. Single-section case files and related enclosures controlled by other divisions.

Disposition: Transfer to WNRC one year after close of case. Destroy 15 years after close of case.

107. Class 107 - Perishable Agricultural Commodity Act (Apple and Pear Export Act)

This classification covers violations of the Perishable Agricultural Commodity Act of 1930, as amended, which regulates the marketing of perishable commodities through licensing procedures and provides for the administrative adjudication of complaints by the Department of Agriculture. The classification also covers cases arising from the Apple and Pear Export Act, which sets standards for the export of apples and pears.

A. Case files and related enclosures controlled by the Criminal Division.

Disposition: Transfer to WNRC one year after close of case. Destroy 10 years after close of case.

B. Case files and related enclosures controlled by other divisions.

Disposition: Transfer to WNRC one year after close of case. Destroy 15 years after close of case.

108. Class 108 - Misuse of Official Insignia

This classification covers a variety of statutes relating to the illegal wearing of the uniform of any of the armed services or other federal agencies; the illegal wearing, manufacturing, or selling of congressionally authorized decorations or medals; forgery or alteration of discharge papers, military passes, or other government documents; the counterfeiting or unauthorized use of seals of federal agencies; the ~~unauthorized use of characters or slogans of the U.S.~~ government such as "Smokey Bear"; and the false advertising or misuse of names or terms to indicate a federal agency.

Disposition: PERMANENT. Transfer to WNRC one year after close of case. Transfer to the National Archives in five-year blocks 30 years after close of case.

109. Class 109 - Kidnapping

This classification covers violations of the federal "Lindbergh" or "Kidnapping Act." Passed by Congress in June 1932, the law made the abduction or carrying away of an individual for ransom or reward across a state line a federal crime punishable by death if the kidnapped person was not liberated unharmed, except in the case of a minor carried away by a parent. In 1971 Congress expanded the law to include the kidnapping of the president, vice president, and members of Congress, as well as the receiving, possession, or disposing of ransom money.

A. Multi-section case files and related enclosures.

Disposition: PERMANENT. Transfer to WNRC one year after close of case. Transfer to the National Archives in five-year blocks 30 years after close of case.

B. Single-section case files and related enclosures.

Disposition: Transfer to WNRC one year after close of case. Destroy 10 years after close of case.

110. Class 110 - Honeybees Act

This classification covers violations of the Honeybees Act of 1922, which prohibits the importation of an adult honeybee into the United States from countries where diseases dangerous to the health of the honeybee may exist. The statute also permits the Department of Agriculture to import adult honeybees for experimental purposes. This classification is inactive and there are no records center holdings of case files (such ~~records may have been destroyed under authority of Job No. II-NNA-3122~~).

111. Class 111 - Federal Home Loan Bank

This classification covers civil suits over actions of the Home Owners Loan Corporation (HOLC) and its successor, the Federal Home Loan Bank Administration (later Board), in chartering and regulating a financial institution, usually a savings and loan association. It also includes cases involving charges of embezzlement, forgery, and fraud at a financial institution over which HOLC or the Bank Board had purview.

A. Multi-section case files and related enclosures

Disposition: PERMANENT. Transfer to WNRC one year after close of case. Transfer to the National Archives in five-year blocks 30 years after close of case.

B. Single-section case files and related enclosures controlled by the Criminal Division.

Disposition: Transfer to WNRC one year after close of case. Destroy 10 years after close of case.

C. Single-section case files and related enclosures controlled by other divisions.

Disposition: Transfer to WNRC one year after close of case. Destroy 15 years after close of case.

112. Class 112 - Gold Reserve Act

This classification covers violations of the Gold Reserve Act, which restricts the right of U.S. citizens

to possess gold and provides for the forfeiture of illegally held gold.

A. Multi-section case files and related enclosures.

Disposition: PERMANENT. Transfer to WNRC one year after close of case. Transfer to the National Archives in five-year blocks 30 years after close of case.

B. Single-section case files and related enclosures.

Disposition: Transfer to WNRC one year after close of case. Destroy 10 years after close of case.

113. Class 113 - Federal Securities Act, Securities and Exchange Commission

This classification covers violations of the Federal Securities Act of 1933 and the Securities and Exchange Act of 1934, under which the Securities and Exchange Commission registers securities and regulates the sale and distribution of stock and the activities of stockbrokers and investment companies.

A. Multi-section case files and related enclosures.

Disposition: PERMANENT. Transfer to WNRC one year after close of case. Transfer to the National Archives in five-year blocks 30 years after close of case.

B. Single-section case files and related enclosures.

Disposition: Transfer to WNRC one year after close of case. Destroy 10 years after close of case.

114. Class 114 - National Recovery Act

This classification covers violations of the National Industrial Recovery Act of 1933, which was declared unconstitutional in 1935. Two case files in this classification have not been transferred to the custody of the National Archives.

Disposition: PERMANENT. Transfer to WNRC one year after close of case. Transfer to the National Archives in five-year blocks 30 years after close of case.

115. Class 115 - Tennessee Valley Authority

This classification covers litigation arising under the TVA Act of 1933.

Disposition: PERMANENT. Transfer to WNRC one year after close of case. Transfer to the National Archives in five-year blocks 30 years after close of case.

116. Class 116 - Farm Credit Administration

This classification covers civil suits and criminal prosecutions relating to the collection of unpaid loans to farmers made by the Farm Credit Administration.

- A. Case files and related enclosures controlled by the Criminal Division.

Disposition: Transfer to WNRC one year after close of case. Destroy 10 years after close of case.

- B. Case files and related enclosures controlled by other divisions.

Disposition: Transfer to WNRC one year after close of case. Destroy 15 years after close of case.

117. Class 117 - Public Works Administration, Puerto Rican Reconstruction Loans, Rural Electrification

This classification covers matters related to public works legislation, including the Public Works Administration Act, the Puerto Rican Reconstruction Act, the Rural Electrification Act, and the Public Works and Economic Development Act of 1965.

- A. Case files and related enclosures controlled by the Criminal Division.

Disposition: Transfer to WNRC one year after close of case. Destroy 10 years after close of case.

- B. Case files and related enclosures controlled by other divisions.

Disposition: Transfer to WNRC one year after close of case. Destroy 15 years after close of case.

118. Class 118 - Emergency Conservation Works

This classification appears to have been established for suits relating to the Civilian Conservation Corps and other agencies involved in emergency conservation work during the New Deal, World War II, and immediate postwar periods.

Disposition: Transfer to WNRC one year after close of case. Destroy 10 years after close of case.

119. Class 119 - Federal Emergency Relief Administration

This classification covers violations of regulations of the Federal Relief Administration, including fraud and misuse of funds.

Disposition: PERMANENT. Transfer to WNRC one year after close of case. Transfer to the National Archives in five-year blocks 30 years after close of case.

120. Class 120 - Commodity Credit Corporation, International Wheat Agreement

This classification covers civil and criminal violations of the Commodity Credit Corporation Charter Act of 1933, the International Wheat Agreement Act of 1949, and the National Wool Act of 1954. Under these laws it is a violation to conceal, remove, dispose of, or convert to one's own use property such as corn or grain that is held by or mortgaged to the Commodity Credit Corporation. The provisions of the International Wheat Agreement regulate the purchase and processing of wheat for export.

A. Multi-section case files and related enclosures.

Disposition: PERMANENT. Transfer to WNRC one year after close of case. Transfer to the National Archives in five-year blocks 30 years after close of case.

B. Single-section case files and related enclosures controlled by the Criminal Division.

Disposition: Transfer to WNRC one year after close of case. Destroy 10 years after close of case.

- C. Single-section case files and related enclosures controlled by other divisions.

Disposition: Transfer to WNRC one year after close of case. Destroy 15 years after close of case.

121. Class 121 - Kickback from Public Works Employees

This classification covers offenses relating to the Copeland (Anti-Kickback) Act. This statute prohibited employer conduct that resulted in workers' giving up part of the compensation to which they were legally entitled. The Anti-Kickback Act extended protection not only to the legal form of employment contracts but to the substantive rights of workers to receive the benefit of the wage schedules which Congress established for them. The act insured that workers were paid according to the prevailing scale of wages established by federal agencies for work done on federally financed projects.

Disposition: PERMANENT. Transfer to WNRC one year after close of case. Transfer to the National Archives in five-year blocks 30 years after close of case.

122. Class 122 - National Stolen Property Act

This classification covers statutes making the transportation, sale, and receipt of stolen goods, including vehicles, securities, moneys, counterfeit articles, and phonograph records, a federal offense. Under the first such statute, the National Stolen Property Act of 1934, the interstate transport of property valued at \$5,000 or more came under federal jurisdiction. In 1939 federal jurisdiction was extended to forged securities and bad checks. In 1956 the FBI assumed jurisdiction for stolen property valued at \$50,000 or more, even if a state line were not crossed.

- A. Multi-section case files and related enclosures.

Disposition: PERMANENT. Transfer to WNRC one year after close of case. Transfer to the National Archives in five-year blocks 30 years after close of case.



B. Single-section case files and related enclosures.

Disposition: Transfer to WNRC one year after close of case. Destroy 10 years after close of case.

123. Class 123 - Anti-Racketeering Act

This classification covers violations of interstate commerce laws by organized criminal elements, especially by use of violence, bribery, and extortion. In 1958 the Justice Department established a Special Organized Crime and Racketeering Section of the Criminal Division to ascertain the extent of organized crime activities in the infiltration of legitimate businesses, its political connections and relationship with local police forces, and the nature and scope of its activities in interstate gambling.

A. Multi-section case files and related enclosures.

Disposition: PERMANENT. Transfer to WNRC one year after close of case. Transfer to the National Archives in five-year blocks 30 years after close of case.

B. Single-section case files and related enclosures.

Disposition: Transfer to WNRC one year after close of case. Destroy 10 years after close of case.

124. Class 124 - Railroad Labor Act

This classification covers matters relating to the conduct of labor-management relations in industries (mainly railroad and airline) directly engaged in the interstate transport of freight and passengers.

A. Multi-section case files and related enclosures.

Disposition: PERMANENT. Transfer to WNRC one year after close of case. Transfer to the National Archives in five-year blocks 30 years after close of case.

B. Single-section case files and related enclosures.

Disposition: Transfer to WNRC one year after close of case. Destroy 10 years after close of case.

125. Class 125 - Killing or Assaulting Federal Officer

This classification covers violations of laws enacted in 1936 which made it a federal crime to assault, intimidate, or interfere with judges, federal officers and officials such as inspectors and investigators. ~~Following the Puerto Rican radicals' assault on members of the House of Representatives in the early 1950s,~~ kidnapping, assassinating, and assaulting members of Congress or the vice president were added as violations.

A. Multi-section case files and related enclosures.

Disposition: PERMANENT. Transfer to WNRC one year after close of case. Transfer to the National Archives in five-year blocks 30 years after close of case.

B. Single-section case files and related enclosures.

Disposition: Transfer to WNRC one year after close of case. Destroy 10 years after close of case.

126. Class 126 - Fugitive Felon Act

This classification covers offenses relating to the Fugitive Felon Act. This statute authorizes the federal government to apprehend and prosecute anyone who crosses a state line to avoid prosecution or to avoid testifying in a state court case involving a felony.

A. Multi-section case files and related enclosures.

Disposition: PERMANENT. Transfer to WNRC one year after close of case. Transfer to the National Archives in five-year blocks 30 years after close of case.

B. Single-section case files and related enclosures.

Disposition: Transfer to WNRC one year after close of case. Destroy 10 years after close of case.

127. Class 127 - Harboring Felons (Except Deserters)

This classification covers cases of harboring or concealing a person under indictment for an offense other than military desertion.

Disposition: Transfer to WNRC one year after close of case. Destroy 10 years after close of case.

128. Class 128 - Connally Hot Oil Act

This classification covers violations of the Connally Act, which was enacted effective February 22, 1935, to stop the movement in interstate commerce of petroleum and petroleum products in violation of state proration orders. The administration of the act was delegated by the president to the secretary of the interior, and Federal Tender Boards were established to issue certificates of clearance in accordance with the provisions of the act.

Disposition: PERMANENT. Transfer to WNRC one year after close of case. Transfer to the National Archives in five-year blocks 30 years after close of case.

129. Class 129 - President Classification

This classification covers cases involving threats or assaults on the president, vice president, president-elect, and vice president-elect of the United States. The Federal Bureau of Investigation investigates actual assaults, assassinations, kidnappings, and conspiracies. The United States Secret Service has overall jurisdiction over threats.

A. Multi-section case files and related enclosures.

Disposition: PERMANENT. Transfer to WNRC one year after close of case. Transfer to the National Archives in five-year blocks 30 years after close of case.

B. Single-section case files and related enclosures.

Disposition: Transfer to WNRC one year after close of case. Destroy 10 years after close of case.

130. Class 130 - Federal Housing Act

This classification covers violations of the National Housing Act, under which the Federal Housing Administration insured mortgages and home improvement and repair loans provided by private lending institutions.

Disposition: Transfer to WNRC one year after close of case. Destroy 15 years after close of case.

~~131. Class 131 - Interstate Transportation of Prison-made Goods~~

This classification covers violations of legislation barring the transportation in interstate commerce of prisoner-made goods.

Disposition: PERMANENT. Transfer to WNRC one year after close of case. Transfer to the National Archives in five-year blocks 30 years after close of case.

132. Class 132 - Bituminous Coal Conservation Act

This classification covers suits arising under the Bituminous Coal Commission Act of 1937, which was enacted to regulate the production of bituminous coal. This classification is inactive and there are no records center holdings of case files (such records may have been destroyed under authority of Job No. NN-167-135).

133. Class 133 - Public Utility Holding Company Act

This classification covers Department of Justice assistance to the Securities and Exchange Commission (SEC) in enforcing the Public Utility Holding Company Act of 1935. This act required that SEC ensure that each holding company limit its operations to (1) one integrated public utility system, (2) an additional integrated public utility system if it met certain standards, or (3) other businesses deemed appropriate to the operation of an integrated company.

Disposition: PERMANENT. Transfer to WNRC one year after close of case. Transfer to the National Archives in five-year blocks 30 years after close of case.

134. Class 134 - National Labor Relations (Wagner) Act

This classification covers the Wagner Act, which established the National Labor Relations Board (NLRB) to adjudicate labor-management relations. The act granted NLRB the authority to represent itself in judicial proceedings.

A. Multi-section case files and related enclosures.

Disposition: PERMANENT. Transfer to WNRC one year after close of case. Transfer to the National Archives in five-year blocks 30 years after close of case.

B. Single-section case files and related enclosures controlled by the Criminal Division.

Disposition: Transfer to WNRC one year after close of case. Destroy 15 years after close of case.

C. Single-section case files and related enclosures controlled by the Antitrust Division.

Disposition: Transfer to WNRC one year after close of case. Destroy 30 years after close of case.

D. Single-section case files and related enclosures controlled by other divisions.

Disposition: Transfer to WNRC one year after close of case. Destroy 15 years after close of case.

135. Class 135 - Halibut Act

This classification covers violations of the North Pacific Halibut Act of 1937 and regulations providing for the protection of halibut in the North Pacific waters of the United States and Canada.

Disposition: Transfer to WNRC one year after close of case. Destroy 10 years after close of case.

*all in FRC to Civil*

136. Class 136 - Farm Security, Rural Rehabilitation, and  
Soil Conservation Loans (Farmers Home  
Administration)

This classification covers attempts by the Department of Agriculture to collect delinquent loans made by the Farmers Home Administration, pursuant to the Housing Act of 1949, the Consolidated Farmers Home Administration Act of 1961, and the Consolidated Farm and Rural Development Act of 1961.

- A. Case files and related enclosures controlled by the Criminal Division.

Disposition: Transfer to WNRC one year after close of case. Destroy 10 years after close of case.

- B. Case files and related enclosures controlled by other divisions.

Disposition: Transfer to WNRC one year after close of case. Destroy 15 years after close of case.

*all in FRC to Civil*

137. Class 137 - Social Security Act

This classification covers the prosecution of such criminal violations of the Social Security Act as fraud, as well as litigation over the denial of social security benefits because of overpayment or because of failure to abide by social security regulations.

- A. Case files and related enclosures controlled by the Criminal Division.

Disposition: Transfer to WNRC one year after close of case. Destroy 10 years after close of case.

- B. Case files and related enclosures controlled by other divisions.

Disposition: Transfer to WNRC one year after close of case. Destroy 15 years after close of case.

138. Class 138 - Black Bass Act

This classification covers the Black Bass Act of 1926, as amended, which prohibits the interstate transport of certain freshwater fish caught, purchased, or transported in violation of a state law.

Disposition: PERMANENT. Transfer to WNRC one year after close of case. Transfer to the National Archives in five-year blocks 30 years after close of case.

139. Class 139 - Interstate Transportation of Strikebreakers

This classification covers matters arising under the interstate transportation of strikebreakers statute. The law proscribes transporting persons across state lines for purposes of interfering by force or threats with employees (1) engaging in peaceful picketing or (2) exercising the rights of self-organization or collective bargaining.

A. Multi-section case files and related enclosures.

Disposition: PERMANENT. Transfer to WNRC one year after close of case. Transfer to the National Archives in five-year blocks 30 years after close of case.

B. Single-section case files and related enclosures.

Disposition: Transfer to WNRC one year after close of case. Destroy 10 years after close of case.

140. Class 140 - Tobacco Inspection Act

This classification covers such violations of tobacco inspection laws as falsifying federal inspection certificates, exceeding tobacco production quotas, and bribing tobacco inspectors.

Disposition: Transfer to WNRC one year after close of case. Destroy 10 years after close of case.

141. Class 141 - Merchant Seamen

This classification covers matters relating to documentation of American merchant seamen's employment.

A. Multi-section case files and related enclosures.

Disposition: PERMANENT. Transfer to WNRC one year after close of case. Transfer to the National Archives in five-year blocks 30 years after close of case.

B. Single-section case files and related enclosures.

Disposition: Transfer to WNRC one year after close of case. ~~Destroy 10 years after close of case.~~

142. Class 142 - Eviction and Delinquent Rentals

This classification covers evictions from and the collection of delinquent rent payments owed to U.S. government-owned housing, resettlement, and similar projects.

Disposition: Transfer to WNRC one year after close of case. Destroy 50 years after close of case.

143. Class 143 - Fair Labor Standards Act

This classification covers matters relating to federal minimum-wage and overtime requirements. Also included is litigation relating to the Davis-Bacon Act and child labor legislation.

A. Case files and related enclosures controlled by the Criminal Division.

Disposition: Transfer to WNRC one year after close of case. Destroy 10 years after close of case.

B. Case files and related enclosures controlled by other divisions.

Disposition: Transfer to WNRC one year after close of case. Destroy 15 years after close of case.

144. Class 144 - Civil Rights

This classification covers civil rights litigation initiated before the passage of the Civil Rights Act of 1964. The cases involve suits to implement court-ordered school desegregation, complaints of racial



discrimination on interstate common carriers, and allegations of brutality by local police officials against blacks and members of other ethnic minorities.

Disposition: PERMANENT. Transfer to WNRC one year after close of case. Transfer to the National Archives in five-year blocks 30 years after close of case.

145. Class 145 - Federal Service Classification

~~This classification covers suits seeking judicial review of decisions of or actions taken by federal agencies and cases charging that statutes, regulations, or presidential initiatives are invalid under the Constitution or other laws. The classification is used only for cases that cannot be covered by another classification. Before the creation of this classification, such cases were given straight numerical file designations.~~

- A. Multi-section case files and related enclosures and single-section case files and related enclosures having the designation 145-1-NS.

- (1) Privileged attorney-client documents.

Disposition: Disposition not authorized

- (2) All other documentation.

Disposition: PERMANENT. Transfer to WNRC one year after close of case. Transfer to the National Archives in five-year blocks 30 years after close of case.

- B. All other single-section case files and related enclosures.

Disposition: Transfer to WNRC one year after close of case. Destroy 15 years after close of case.

146. Class 146 - World War II Classification

Records under this classification are covered by a separate schedule, Job No. N1-60-88-13.

**147. Class 147 - Food Stamp Act**

This classification covers violations of the Food Stamp Act. Such violations include making false statements in applying for relief under the act, obtaining food stamps under an alias, and selling stamps for cash. The classification also includes suits by individuals, private businesses, advocacy groups, and state officials which either challenge the denial, cancellation, disqualification, or suspension from participation in food stamp programs or challenge the legality of the way in which the food stamp programs are administered.

**A. Multi-section case files and related enclosures.**

Disposition: PERMANENT. Transfer to WNRC one year after close of case. Transfer to the National Archives in five-year blocks 30 years after close of case.

**B. Single-section case files and related enclosures controlled by the Criminal Division.**

Disposition: Transfer to WNRC one year after close of case. Destroy 10 years after close of case.

**C. Single-section case files and related enclosures controlled by other divisions.**

Disposition: Transfer to WNRC one year after close of case. Destroy 15 years after close of case.

**148. Class 148 - War Policy**

This classification contains the administrative files of the World War II-era Special War Policies Unit (SWPU) of the War Division. The SWPU was established after the outbreak of the war in Europe to direct and coordinate DOJ activities relating to espionage, sabotage, sedition, subversive or fifth-column activities, and the registration of foreign agents. This classification was closed in 1944, and all records center holdings of files under this classification have been accessioned into the National Archives.

149. Class 149 - Foreign Agents Registration Act

On June 1, 1942, Executive Order 9176 transferred the administration of the Foreign Agents Registration Act of 1938, as amended, from the Department of State to the Department of Justice. Files of the State Department unit administering the act were transferred to the Special War Policies Unit of DOJ's War Division and later to the Foreign Agents Registration Section of the Internal Security Division. Both acts require the registration of agents of foreign governments or corporations owned by foreign governments.

Disposition: PERMANENT. Transfer to WNRC one year after close of case. Transfer to the National Archives in five-year blocks 30 years after close of case.

150. Class 150 - Knock for Knock

This classification covers cases under so-called knock for knock agreements signed by the United States and its principal World War II allies between 1942 and 1949.

Disposition: PERMANENT. Transfer to WNRC one year after close of case. Transfer to the National Archives in five-year blocks 30 years after close of case.

151. Class 151 - World War II Veterans Matters

This classification covers suits filed under the Servicemen's Adjustment Act of 1944 (the "GI Bill of Rights"), the Selective Training and Service Act of 1940, and the Military Selective Service Act of 1967 (formerly the Universal Military Training and Service Act). Included are U.S. government claims arising from veterans' assistance programs involving schooling (suits against veterans and educational institutions), housing, and loan guarantees; claims for reimbursement for VA hospital costs and overpayment of readjustment allotments; and compromise matters submitted through the General Accounting Office.

A. Multi-section case files and related enclosures.

Disposition: PERMANENT. Transfer to WNRC one year after close of case. Transfer to the National Archives in five-year blocks 30 years after close of case.

- B. Single-section case files and related enclosures controlled by the Criminal Division.

Disposition: Transfer to WNRC one year after close of case. Destroy 10 years after close of case.

- C. Single-section case files and related enclosures controlled by other divisions.

~~Disposition: Transfer to WNRC one year after close of case. Destroy 15 years after close of case.~~

152. Class 152 - Tax Court Cases: Renegotiations on Contracts

This classification covers appeals to federal courts of "excess profits" determinations on U.S. government contract work made by administrative bodies. The Renegotiation Act of 1942 and other laws permit contractors to appeal such determinations.

Disposition: Transfer to WNRC one year after close of case. Destroy 15 years after close of case.

153. Class 153 - Federal-State Relations

This classification is not used for case-related material. During World War II it was used by the Federal-State Relations Section, a component of DOJ's War Division, for subject files pertaining to matters of common federal-state interest. After the war it was used extensively for matters involving juvenile delinquency, including the attorney general's program on juvenile delinquency and the National Conference on the Prevention and Control of Juvenile Delinquency.

Disposition: PERMANENT. Transfer to WNRC one year after close of case. Transfer to the National Archives in five-year blocks 30 years after close of case.

154. Class 154 - Court of Claims

This classification covers a variety of claims brought by individuals or business firms against the U.S. government before the U.S. Court of Claims or the U.S. Court of Appeals for the Federal Circuit.

- A. Multi-section case files and related enclosures controlled by the Tax Division.

Disposition Not Authorized

- B. Multi-section case files and related enclosures controlled by other divisions.

Disposition: PERMANENT. Transfer to WNRC one year after close of case. Transfer to the National Archives in five-year blocks 30 years after close of case.

- C. Single-section case files and related enclosures controlled by the Civil Division

Disposition: Transfer to the WNRC one year after close of case. Destroy 25 years after close of case.

- D. Single-section case files and related enclosures controlled by the Tax Division.

Disposition: Transfer to WNRC one year after close of case. Destroy 20 years after close of case.

- E. Single-section case files and related enclosures controlled by other divisions.

Disposition: Transfer to WNRC one year after close of case. Destroy 15 years after close of case.

155. Class 155 - Rules of Criminal Procedure

This classification covers the adoption of the Federal Rules of Criminal Procedure in 1946 and subsequent revisions of individual rules.

Disposition: Transfer to WNRC one year after close of case. Destroy 10 years after close of case.

156. Class 156 - Labor Management Relations

This classification covers violations of federal labor laws, primarily the Labor Management Relations Act of 1947 and the Labor Management Reporting and Disclosure Act of 1959.

A. Multi-section case files and related enclosures.

Disposition: PERMANENT. Transfer to WNRC one year after close of case. Transfer to the National Archives in five-year blocks 30 years after close of case.

\* B. Single-section case files and related enclosures controlled by the Criminal Division.

~~Disposition: Transfer to WNRC one year after close of case. Destroy 10 years after close of case.~~

\* C. Single-section case files and related enclosures controlled by other divisions.

Disposition: Transfer to WNRC one year after close of case. Destroy 15 years after close of case.

157. Class 157 - Federal Tort Claims Act

This classification covers civil suits against the federal government under the Federal Tort Claims Act of 1946, as amended, for property loss or personal injury caused by the negligence or wrongdoing of a federal employee while acting within the scope of his office or employment.

A. Case files and related enclosures having five or more sections.

(1) Privileged attorney-client documents.

Disposition: Disposition not authorized.

(2) All other documentation.

Disposition: PERMANENT. Transfer to WNRC one year after close of case. Transfer to the National Archives in five-year blocks 30 years after close of case.

*BWB*  
*JLM* \* Revision of description authorized by Bernard W. Berglind on 1/5/90.

- B. Case files and related enclosures having four or fewer sections.

Disposition: Transfer to WNRC one year after close of case. Destroy 20 years after close of case.

158. Class 158 - Internal Security Act of 1950

This classification was created following enactment of the Internal Security Act of 1950, also known as the McCarran Act. It covers the registration with the Subversive Activities Control Board of organizations and individuals affiliated with the Communist Party.

Disposition: PERMANENT. Transfer to WNRC one year after close of case. Transfer to the National Archives in five-year blocks 30 years after close of case.

159. Class 159 - Gambling Device Controls

This classification covers cases initiated under the Slot Machine Act of January 2, 1951, which prohibited the transportation of gambling devices, primarily slot machines, to states or foreign countries in which gambling was unlawful (individual states or localities could exempt themselves from application of the act). The Slot Machine Act also required all dealers and manufacturers of slot machines to register with the Department of Justice, submit monthly reports of sales and inventories, and maintain appropriate records. The Gambling Devices Act of 1962 amended this act by deleting the requirement for monthly reports, but continuing the provisions for registration and recordkeeping.

Disposition: Transfer to WNRC one year after close of case. Destroy 10 years after close of case.

160. Class 160 - Wagering Occupational Tax

This classification covers violations relating to the imposition of an occupational tax on wagering imposed by the Internal Revenue Code. Among the violations covered by this class are conspiracy to evade the federal wagering excise tax, failure to pay the wagering occupational tax, and failure to register as gamblers with the IRS.

A. Multi-section case files and related enclosures.

Disposition: PERMANENT. Transfer to WNRC one year after close of case. Transfer to the National Archives in five-year blocks 30 years after close of case.

B. Single-section case files and related enclosures.

Disposition: Transfer to WNRC one year after close of case. ~~Destroy 10 years after close of case.~~

161. Class 161 - Jenkins Tobacco Tax Act

This classification covers violations of the Jenkins Tobacco Tax Act of 1949, as amended in 1953. This statute requires the registration and filing of monthly reports with state tobacco administrators by persons advertising or offering cigarettes for sale in a state taxing the sale of cigarettes.

Disposition: Transfer to WNRC one year after close of case. Destroy 10 years after close of case.

162. Class 162 - Federal Employee Group Life Insurance Act of 1954

This classification covers litigation concerning the Federal Employees Group Life Insurance Act of 1954, which authorized the federal government to offer its employees the opportunity to purchase term life insurance provided by a private insurance company.

A. Case files and related enclosures controlled by the Criminal Division.

Disposition: Transfer to WNRC one year after close of case. Destroy 10 years after close of case.

B. Case files and related enclosures controlled by other divisions.

Disposition: Transfer to WNRC one year after close of case. Destroy 15 years after close of case.



163. Class 163 - Foreign Litigation

This classification covers civil litigation in foreign courts in which the U. S. government is either the defendant or plaintiff.

Disposition: Transfer to WNRC one year after close of case. Destroy 10 years after close of case.

164. Class 164 - Interstate Transmission of Wagering Information

This classification was created in connection with legislation prohibiting the transmission of wagering information, which became effective on September 14, 1961. The legislation made illegal the transportation across a state line of any record, ticket, certificate, bill, slip, token, paper, writing, or other paraphernalia designed for use in bookmaking or wagering pools. The law did not apply to parimutuel betting equipment or materials for use at race tracks or other sporting events in states where betting was legal. It also exempted newspapers and publications that contained information which might be useful in numbers games.

A. Multi-section case files and related enclosures.

Disposition: PERMANENT. Transfer to WNRC one year after close of case. Transfer to the National Archives in five-year blocks 30 years after close of case.

B. Single-section case files and related enclosures.

Disposition: Transfer to WNRC one year after close of case. Destroy 10 years after close of case.

165. Class 165 - Interstate or Foreign Travel in Aid of Racketeering Organizations

This classification covers travel in interstate or foreign commerce or the use of any facility in interstate or foreign commerce to aid in the promotion, management, establishment, or facilitation of racketeering activities such as gambling, narcotics trafficking, prostitution, or bribery. It also includes the use of the mails to facilitate racketeering activities.

Disposition: Transfer to WNRC one year after close of case. Destroy 10 years after close of case.

166. Class 166 - Voting Rights

This classification originally covered discrimination and intimidation in voting in violation of the Civil Rights Acts of 1957, 1960, and 1964 (Title I). The classification was later expanded to include enforcement of the Voting Rights Act of 1965.

Disposition: PERMANENT. Transfer to WNRC one year after close of case. Transfer to the National Archives in five-year blocks 30 years after close of case.

167. Class 167 - Desegregation of Public Accommodations

This classification covers discrimination in public accommodations serving interstate commerce, which is prohibited under Title II of the Civil Rights Act of 1964.

Disposition: PERMANENT. Transfer to WNRC one year after close of case. Transfer to the National Archives in five-year blocks 30 years after close of case.

168. Class 168 - Desegregation of Public Facilities

This classification covers cases involving discrimination in access to or use of facilities such as parks, playgrounds, swimming pools, libraries, auditoriums, courthouses, golf courses, and liquor stores owned or managed by a state or local government, including facilities operated by private businesses located in public buildings.

Disposition: PERMANENT. Transfer to WNRC one year after close of case. Transfer to the National Archives in five-year blocks 30 years after close of case.

169. Class 169 - Desegregation of Public Education

This classification covers civil suits instituted by the attorney general for the desegregation of schools, private suits concerning school desegregation in which the department intervened, and cases in which it provided technical or financial assistance to school boards preparing desegregation plans. The classification also includes cases involving allegations of

discrimination by public or private school officials in the firing or assigning of administrators, principals, teachers, or other school employees.

Disposition: PERMANENT. Transfer to WNRC one year after close of case. Transfer to the National Archives in five-year blocks 30 years after close of case.

170. Class 170 - Discrimination in Hiring and Employment  
(Equal Employment Opportunity)

This classification covers cases arising from enforcement of Title VII of the Civil Rights Act of 1964, which prohibits discrimination by employers, employment agencies, and labor unions.

Disposition: PERMANENT. Transfer to WNRC one year after close of case. Transfer to the National Archives in five-year blocks 30 years after close of case.

171. Class 171 - Miscellaneous Discrimination Matters

This classification covers discrimination in federally assisted programs in hospitals, public institutions, and state and local governments, which is prohibited under Title VI of the Civil Rights Act of 1964.

Disposition: PERMANENT. Transfer to WNRC one year after close of case. Transfer to the National Archives in five-year blocks 30 years after close of case.

172. Class 172 - Office of Law Enforcement Assistance

This classification opened on October 11, 1965, with the creation of the Office of Law Enforcement Assistance in the Office of the Attorney General. It covers the issuance of grants to provide assistance in training state and local law enforcement officers and other personnel, improving the techniques and practices of state and local law enforcement officials, and preventing and controlling crime, and for other purposes.

Disposition: Transfer to WNRC one year after close of case. Destroy 10 years after close of case.

173. Class 173 - Jury Discrimination

This classification covers civil complaints involving racial discrimination in the selection of jurors; in violation of provisions of the Civil Rights Act of

1964, which authorized the attorney general to intervene on behalf of a plaintiff.

Disposition: PERMANENT. Transfer to WNRC one year after close of case. Transfer to the National Archives in five-year blocks 30 years after close of case.

174. Class 174 - Military Voting Discrimination

This classification covers violations of Section 16 of ~~the Voting Rights Act of 1965, which prohibits~~ discrimination and intimidation in voting against members of the U.S. armed forces. Complaints were to be investigated by the Departments of Defense and Justice. The classification was opened in late 1965. However, it appears that the classification has been inactive, as no case files were found in the records center.

175. Class 175 - Discrimination in Housing

This classification covers violations of the Civil Rights Act of 1968, which prohibits discrimination in housing sales, rentals, or other housing-related transactions involving federal funds.

Disposition: PERMANENT. Transfer to WNRC one year after close of case. Transfer to the National Archives in five-year blocks 30 years after close of case.

176. Class 176 - Consumer Credit Protection Act

This classification covers matters relating to the Consumer Credit Protection Act of 1968, designed to protect consumers from excessive interest charges. A major purpose of the law is to combat the "loansharking" activities of organized crime. "Truth in lending" provisions of the act established standard definitions that were to be used in credit advertising and credit transactions.

- A. Case files and related enclosures controlled by the Antitrust Division.

Disposition: Transfer to WNRC one year after close of case. Destroy 20 years after close of case.

- B. Case files and related enclosures controlled by other divisions.

Disposition: Transfer to WNRC one year after close of case. Destroy 10 years after close of case.

177. Class 177 - Interception of Communications

The Federal Communications Act of 1934 (Class 82) prohibited the interception of wire or oral communications. The Omnibus Crime Control and Safe Streets Act of 1968 extended restrictions to include ~~electronic surveillance and the unauthorized publication or use of communications.~~ The act also established procedures by which law enforcement agencies could make legal use of electronic surveillance techniques. In 1969 the Department of Justice established this classification for interception of communications violations. The department's paramount interest was the enforcement of the criminal provisions of the act against private detectives and other professionals who utilized wiretaps in investigations.

A. Multi-section case files and related enclosures.

Disposition: PERMANENT. Transfer to WNRC one year after close of case. Transfer to the National Archives in five-year blocks 30 years after close of case.

B. Single-section case files and related enclosures.

Disposition: Transfer to WNRC one year after close of case. Destroy 10 years after close of case.

178. Class 178 - Black Lung

This classification covers actions brought under the provisions of Title IV of the Federal Coal Mine Health and Safety Act of 1969. Under the law, miners who contract "black lung" disease (pneumoconiosis) during mining operations, and their families, are entitled to disability benefits.

Disposition: Transfer to WNRC one year after close of case. Destroy 15 years after close of case.

179. Class 179 - Federal Coal Mine Health and Safety Act

This classification covers penalty cases resulting from civil and criminal violations of the Federal Coal Mine

Health and Safety Act of 1969, as amended by the Federal Coal Mine Safety and Health Act of 1977. The violations include the use of inadequate ventilation systems, lack of in-mine sanitary facilities, and the presence of structural safety hazards. Suits for injunctions under the act are maintained under Class 236452.

- A. Case files and related enclosures controlled by the Criminal Division.

Disposition: Transfer to WNRC one year after close of case. Destroy 10 years after close of case.

- B. Case files and related enclosures controlled by other divisions.

Disposition: Transfer to WNRC one year after close of case. Destroy 15 years after close of case.

180. Class 180 - Indian Bill of Rights

This classification covers issues affecting the civil rights of American Indians, including protection of voting rights, rights guaranteed by treaty, instances of police brutality, and questions of tribal vs. federal sovereignty.

Disposition: PERMANENT. Transfer to WNRC one year after close of case. Transfer to the National Archives in five-year blocks 30 years after close of case.

181. Class 181 - Supplemental Security Income for the Aged, Blind, and Disabled

This classification covers litigation over supplemental security income payments made by the Social Security Administration to recipients who falsified or misrepresented their income, assets, or benefits. It also includes suits filed by claimants to gain or recover eligibility for payments.

Disposition: Transfer to WNRC one year after close of case. Destroy 15 years after close of case.

182. Class 182 - International Judicial Assistance in  
Criminal Matters

This classification covers requests for judicial assistance, whereby the judicial authorities of one nation request those of another to perform some judicial act, such as the compulsion of production of documentary evidence or of witness testimony.

Disposition: Transfer to WNRC one year after close of case. Destroy 10 years after close of case.

183. Class 183 - Automobile Identification Act, Bumper  
Standards Act, and Odometer Statute

This classification covers cases pertaining to violations of the Automobile Identification Act of 1946 and Titles I (Bumper Standards) and IV (Odometer Requirements) of the Motor Vehicle and Cost Savings Act of 1972, which are designed to provide consumers with accurate information on used and new automobiles. The legislation prohibited such practices as resetting odometers to a lower mileage and removing stickers showing the manufacturer's suggested retail price or the average fuel mileage of an automobile.

- A. Case files and related enclosures controlled by the Antitrust Division.

Disposition: Transfer to WNRC one year after close of case. Destroy 20 years after close of case.

- B. Case files and related enclosures controlled by other divisions.

Disposition: Transfer to WNRC one year after close of case. Destroy 15 years after close of case.

184. Class 184 - Insurance Fraud

This classification was established in 1974 for fraud cases in which an insurance company is the victim of fraud or the subject of a fraud investigation. Such cases previously were assigned to Class 36, Mail Fraud; Class 113, Federal Securities Act, Securities and Exchange Commission; and Class 122, National Stolen Property Act.

Disposition: Transfer to WNRC one year after close of case. Destroy 10 years after close of case.

185. Class 185 - Forfeitures (Criminal Violations)

This classification covers forfeitures arising under such acts as the Controlled Substances Act, the Contraband Transportation Act, customs laws relating to unlawful importations, immigration laws covering illegal aliens, and the unlawful possession of fire-~~arms. Created in July 1975, the classification deals~~ with forfeiture actions involving vehicles and other personal property by the courts in criminal cases.

Disposition: Transfer to WNRC one year after close of case. Destroy 10 years after close of case.

186. Class 186 - Public Integrity

This classification covers all violations of federal law involving misuse of office or misconduct in office by public servants, as well as "administrative inquiry" investigations into malfeasance and violations of ethics by persons within the federal criminal justice system. Among the violations covered by this classification are bribery, conflict of interest, betrayal of office, election fraud, and other corrupt practices.

A. Multi-section case files and related enclosures.

Disposition: PERMANENT. Transfer to WNRC one year after close of case. Transfer to the National Archives in five-year blocks 30 years after close of case.

B. Single section case files and related enclosures controlled by the Civil Division.

Disposition: Transfer to WNRC one year after close of case. Destroy 20 years after close of case.

C. Single-section case files and related enclosures controlled by other divisions.

Disposition: Transfer to WNRC one year after close of case. Destroy 10 years after close of case.



187. Class 187 - EEO Complaint Adjudication Office

This classification was created in 1976 for correspondence assigned to the Department of Justice Equal Employment Opportunity (EEO) Complaint Adjudication Office by the chief of the EEO staff. The records in this classification, none of which appears to have been retired to the Washington National Records Center, consist of case files documenting complaints by DOJ employees of discrimination and are thus disposable under General Records Schedule 1, Item 26a.

188. Class 188 - Equal Credit Opportunity Act

This classification covers investigations and suits arising under the 1976 amendments to the Equal Credit Opportunity Act of 1974, which empowers the attorney general to bring suit if he believes that creditors have been discriminating against credit applicants on the basis of age, sex, marital status, race, color, religion, national origin, or receipt of public assistance. The act also proscribes "redlining," a practice in which lenders withhold insurance or home loan funds from neighborhoods considered high economic risks.

A. Multi-section case files and related enclosures.

Disposition: PERMANENT. Transfer to WNRC one year after close of case. Transfer to the National Archives in five-year blocks 30 years after close of case.

B. Single-section case files and related enclosures.

Disposition: Transfer to WNRC one year after close of case. Destroy 5 years after close of case.

189. Class 189 - Letters Rogatory: Evidence Requests

This classification covers requests for international judicial assistance as provided in The Hague Convention Regarding Evidence in Civil and Commercial Matters of 1970. The Convention, ratified by the United States in 1976, calls for cooperation among signatory countries in obtaining testimony from residents for use in foreign civil court cases.

Disposition: Transfer to WNRC one year after close of case. Destroy 5 years after close of case.

190. Class 190 - Letters Rogatory: Service

This classification covers requests by a court of a foreign country for service of a judicial document on an individual or company in the United States under terms of The Hague Convention of 1965.

Disposition: Transfer to WNRC one year after close of case. Destroy 5 years after close of case.

191. Class 191 - Bribery of Foreign Nationals by Domestic Transnational Corporations

This classification covers (1) investigations into bribery of foreign officials by representatives of U.S. firms and (2) mutual assistance agreements with law enforcement officials in foreign countries concerning alleged bribery attempts.

Disposition: PERMANENT. Transfer to WNRC one year after close of case. Transfer to the National Archives in five-year blocks 30 years after close of case.

192. Class 192 - Swine Flu Vaccination

This classification covers civil suits against the federal government under the Federal Tort Claims Act of 1948 for personal injuries caused by the wrongdoing of a federal employee in connection with the administration of the National Swine Flu Immunization Program of 1976.

Disposition: Transfer to WNRC one year after close of case. Destroy 10 years after close of case.

193. Class 193 - Foreign Corrupt Practices Act Review Procedure

This classification covers requests for advance rulings on measures taken by U.S. firms to ensure that their agents do not bribe foreign officials. The Foreign Corrupt Practices Act of 1980 makes a U.S. corporation liable when one of its agents bribes a foreign official and its officers have "reason to believe" that such tactics would be used. The act authorizes concerned

corporations to request a description of the "enforcement strategy" the Department of Justice will follow if a corporation carries out a proposed action.

Disposition: PERMANENT. Transfer to WNRC one year after close of case. Transfer to the National Archives in five-year blocks 30 years after close of case.

194. Class 194 - Opinions of the Assistant Attorney General for the Office of Legal Counsel

This classification was established in 1981 for formal legal opinions rendered by the assistant attorney general for the Office of Legal Counsel (OLC) to the White House, heads of federal agencies and executive departments, and members of Congress. OLC opinions issued before 1981 are filed in the records of Class 19, Opinions of the Attorney General.

Disposition: PERMANENT. Transfer to WNRC one year after close of case. Transfer to the National Archives in five-year blocks 30 years after close of case.

195. GENERAL FILES

General files are identified by standard sub-numbers (identifiable as "0" subs), each of which represents a definite category applicable to all classes. These sub-numbers may be used immediately after the standard primary class number, after the standard secondary district number, or in other combinations according to the rules of the particular classification. The files themselves are arranged chronologically.

While the use of an "0", or "0" at the head of a number (e.g., "012"), normally is an indicator of a general file, there are several exceptions to this rule. In instances in which the "0" is followed by another number (e.g., 90-2-0-New Sub, 157-0-New Sub, and 166-0-New Sub) the "0" designates a category of case files, and the following number (i.e., New Sub, representing a new subject) identifies a specific case file. Similarly, a number of antitrust case files use a "0" for a case identifier (e.g., 60-commodity sub-0). These files were opened in the early part of the century, prior to the use of "0" as an identifier of general files, but some of them remained active into the 1980s. Likewise, the use in antitrust case files of an "037" (e.g., 60-commodity sub-037-New Sub) designates case files on proposed mergers.

- 01 - LEGISLATION
- A. 04 - Executive orders and presidential proclamations  
012 - Policies and procedures  
016 - Definitions and interpretations

Disposition: PERMANENT. Transfer to WNRC as space requirements and frequency of use dictate. Transfer to the National Archives in five-year blocks when 30 years old.

B. 0 - General Correspondence

- (1) 0 subs for classes 19 and 133 (i.e., 19-0 and 133-16-0)

Disposition: PERMANENT. Transfer to WNRC as space requirements and frequency of use dictate. Transfer to the National Archives in five-year blocks when 30 years old.

- (2) 0 subs for all other classes covered by this schedule.

Disposition: Transfer to WNRC as space requirements and frequency of use dictate. Destroy when 10 years old.

Note: This disposition does not apply to Class 60 where subnumber "0" is frequently used to designate litigative case files. Nor does it apply to instances in which an "0" is followed by a new sub. Such an occurrence also designates a litigative case file.

- C. All other general files (exclusive of 0, 04, 012, and 016) covered by this schedule.

Disposition: Transfer to WNRC as space requirements and frequency of use dictate. Destroy when 10 years old.

209 - Death Penalty Punishment Act. - See separate Act.  
~~PERMANENT. 30 yr. to NARA Main Section~~  
~~Single Section 10 yr. DESTROY~~

017 - pending cases

## Request for Record Disposition Authority

(See Instructions on reverse)

Leave Blank (NARA Use Only)

To National Archives and Records Administration (NIR)  
Washington, DC 20408

1 From (Agency or establishment)

Department of Justice

2 Major Subdivision

Criminal Division

3 Minor Subdivision

Domestic Security Section

4 Name of Person with whom to confer

Brenda McMahon

5 Telephone (include area code)

(202) 616-5591

Job Number

NI-060-07-7

Date Received

8/13/07

## 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

4/11/08

Archivist of the United States

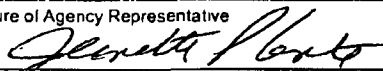
Alan Hansen

## 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☐ has been requested

Signature of Agency Representative



Title

Director, ORMP

Date (mm/dd/yyyy)

8/8/2007

7  
Item  
Number

8 Description of Item and Proposed Disposition

9 GRS or  
Superseded  
Job Citation10 Action  
taken (NARA  
Use Only)

(See attached)

Re 4/11/08 copies sent to agency, NWMA, NWOMU, NR, &amp; NWCT

### **Request for Records Disposition Authority**

1. **Case Files for Class 215 – Domestic Security.** Files contain all case-related material including, but not limited to, correspondence, grand jury and trial subpoenas, pleadings, press releases, exhibits, court orders, appeal documents, investigative reports, and pre-sentence reports.

- A. Cases litigated by the Department of Justice Criminal Division, Domestic Security Section. Files consist of materials related to cases litigated by the section either because of the importance of the case, or because a U.S. Attorney has recused himself or herself from the case.

**Disposition:** PERMANENT. Transfer to WNRC one year after close of case. Transfer to the National Archives in five-year blocks 30 years after close of case.

- B. Copies of cases litigated by local U.S. Attorneys' offices. Files are used for oversight purposes, and consist of duplicate copies of official records which are maintained in the U.S. Attorney's office. Files are not maintained in any usable order.

**Disposition:** TEMPORARY. Transfer to WNRC as space requirements and frequency of use dictate. Destroy 10 years after close of case.

2. **General Files for Class 215 – Domestic Security.** General files are identified by standard sub-numbers (identifiable as "O" subs), each of which represents a definite category applicable to all classes. These sub-numbers may be used immediately after the standard primary class number, after the standard secondary district number, or in other combinations according to the rules of the particular classification. Files are arranged chronologically.

- A. 04 Executive Orders and Presidential Proclamations  
012 Policies and Procedures  
016 Definitions and Interpretations

**Disposition:** PERMANENT. Transfer to WNRC as space requirements and frequency of use dictate. Transfer to the National Archives in 5-year blocks when 30 years old.

- B. All other general files (exclusive of 04, 012 and 016) covered by this schedule.

**Disposition:** TEMPORARY. Transfer to WNRC as space requirements and frequency of use dictate. Destroy when 10 years old.

<b>REQUEST FOR RECORDS DISPOSITION AUTHORITY</b> <i>(See Instructions on reverse)</i>		<b>LEAVE BLANK (NARA use only)</b>	
<b>TO NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR)</b> WASHINGTON, DC 20408		<b>JOB NUMBER</b> <i>71-060-06-3</i>	
<b>1 FROM (Agency or establishment)</b> United States Department of Justice		<b>DATE RECEIVED</b> <i>3-14-2006</i>	
<b>2 MAJOR SUBDIVISION</b> Criminal Division		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	
<b>3 MINOR SUBDIVISION</b> Office of Administration			
<b>4 NAME OF PERSON WITH WHOM TO CONFER</b> Florita Washington, Chief Records Unit			
<b>5 TELEPHONE</b> 202-353-0409		<b>DATE</b> <i>3/13/06</i>	
<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 <u>3</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,		<b>ARCHIVIST OF THE UNITED STATES</b> <i>Allen Wazek</i>	
<input checked="" type="checkbox"/> is not required; <input type="checkbox"/> is attached; or <input type="checkbox"/> has been requested.			
<b>DATE</b> <i>3-13-06</i>		<b>SIGNATURE OF AGENCY REPRESENTATIVE</b> <i>Bernard W. Berglund</i> Bernard W. Berglund	
		<b>TITLE</b> Records Officer	

7. ITEM NO	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
	<p style="text-align: center;"><b><u>Class 214 - Counterterrorism</u></b></p> <p>Classification 214 - Counterterrorism, is an umbrella classification established to handle criminal matters and cases relative to counterterrorism. Subclasses have been established to deal with the many diverse matters touched upon, i.e. homicides, assaults and mayhem, kidnaping, threats/extortion/blackmail, weapons of mass destruction, malicious destruction of property, sea piracy, etc. In all subclasses these cases are to be distinguished from prior cases classified under NARA Job No. 71-60-88-10, Item 95 - Miscellaneous Criminal Cases.</p> <p>1. <b><u>Class 214 - Counterterrorism</u></b>. The files contain all matter and/or case related material including, but not limited to, correspondence, grand jury and trial subpoenas, pleadings, press releases, exhibits, court orders, appeal documents, investigative reports, and pre-sentence reports</p> <p style="text-align: center;"><i>cc Agency, NA, NAWMD, NAWMW, NWCT</i></p>		

Disposition **PERMANENT** Transfer to the Washington National Records Center (WNRC) one year after close of case Accession to the National Archives in five-year blocks 30 years after close of case

**2 General files for Class 214 - Counterterrorism** General files are identified by standard sub-numbers (identifiable as "0" subs), each of which represents a definite category applicable to all classes These sub numbers may be used immediately after the standard primary class number, after the standard secondary district number, or in other combinations according to the rules of the particular classification The files themselves are arranged chronologically

- A     04     Executive orders and presidential proclamations
- 012    Policies and procedures
- 016    Definitions and interpretations

Disposition **PERMANENT** Transfer to the WNRC as space requirements and frequency of use dictate Accession to the National Archives in five-year blocks when 30 years old

- B     All other general files (exclusive of 04, 012 and 016) covered by this schedule

Disposition **TEMPORARY** Transfer to the WNRC as space requirements and frequency of use dictate Destroy when 10 years old

**3 Electronic version of email messages and Word processing documents** Records created and received via electronic systems that support case matters will be copied to paper Email messages include message text, attachments, drafts, and transmission and receipt data The process described in Items 1 and 2 above is the record keeping system

Disposition Delete after copying to paper and placement in the record keeping system



## Request for Records Disposition Authority

Records Schedule Number DAA-0060-2014-0004

Schedule Status Approved

Agency or Establishment Department of Justice

Record Group / Scheduling Group General Records of the Department of Justice

Records Schedule applies to Department-wide

Schedule Subject Citizen/Public Correspondence

Internal agency concurrences will be provided No

Background Information Citizen or Public Correspondence is any correspondence of a general nature addressed to the Department from the general public. Public correspondence may be received either through formal mail channels, through email, or other methods of communication and may be received by a Component general mailbox or by/addressed to individual employees of the Department. Correspondence relating to a specific case or action is not considered public correspondence, but is filed and maintained with the appropriate case or action file.

### Item Count

Number of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items
2	0	2	0

GAO Approval

## Outline of Records Schedule Items for DAA-0060-2014-0004

Sequence Number	
1	Public Correspondence – No Response Disposition Authority Number: DAA-0060-2014-0004-0001
2	Public Correspondence – Response Required Disposition Authority Number: DAA-0060-2014-0004-0002

## Records Schedule Items

### Sequence Number

1

#### Public Correspondence – No Response

Disposition Authority Number DAA-0060-2014-0004-0001

No response correspondence includes two categories of correspondence: A.) Routine correspondence - Communications from the public that require no response. These include write-in campaigns, repeat writers, personal opinions on current events or personal experiences, informational or reference literature, etc. These may be routine complaints, commendations or other correspondence and may include anonymous communications, such as suggestion box comments. They may also include public correspondence received in error or addressed to another entity and copied to DOJ. These do not include any communications for which a Component takes action. B.) Referred information. Includes the original correspondence and acknowledgement and/or transmittals of inquiries and requests that are referred elsewhere. NOTE: Individual components should determine as a matter of policy the level of acknowledgement/notice of referral that for component business needs constitutes a formal/required response and must be retained for the longer retention under item 2. DOJ Components must maintain records for the full 1 year retention unless they provide ORMP written policy/practice indicating a shorter retention within the allowable range for this item.

Final Disposition Temporary

Item Status Active

Is this item media neutral? Yes

Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing? No

GRS or Superseded Authority Citation N1-060-10-023 / 1  
GRS 14, items 1, 2, and 5

#### Disposition Instruction

Cutoff Instruction Cut off at the end of the calendar year.

Retention Period Destroy no sooner than 3 months and no later than 1 year after cutoff.

#### Additional Information

GAO Approval Not Required

2

#### Public Correspondence – Response Required

Disposition Authority Number DAA-0060-2014-0004-0002

Communications from the public that require a response, but no formal action. Includes original communication and copy of response for routine inquiries for information such as photographs, publications, comments, complaints or commendations for which a standard form or other general response is generated. These records lack substantive historical or evidential value and require no policy decisions or administrative actions. Any correspondence for which additional actions are taken should be incorporated into appropriate case files or related records series.

Final Disposition Temporary

Item Status Active

Is this item media neutral? Yes

Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing? No

GRS or Superseded Authority Citation N1-060-10-023 / 1  
GRS 14, Items 1 and 5

Disposition Instruction

Cutoff Instruction Cut off at the end at the calendar year.

Retention Period Destroy 3 year(s) after cutoff

Additional Information

GAO Approval Not Required

## 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 in this schedule are not now needed for the business of the agency or will not be needed after the retention periods specified.

## Signatory Information

Date	Action	By	Title	Organization
09/16/2014	Certify	Rebekah Meservy	Assistant Director of RIM Operations	Justice Management Division - Office of Records Mgt Policy
01/14/2015	Submit for Concurrence	Erin Cayce	Appraiser	National Archives and Records Administration - Records Management Services
01/20/2015	Concur	Margaret Hawkins	Director of Records Management Services	National Records Management Program - Records Management Services
01/20/2015	Concur	Laurence Brewer	Director, National Records Management Program	National Archives and Records Administration - National Records Management Program
01/21/2015	Approve	David Ferriero	Archivist of the United States	Office of the Archivist - Office of the Archivist

## Request for Records Disposition Authority

Records Schedule Number **DAA-0060-2017-0009**

Schedule Status **Approved**

Agency or Establishment **Department of Justice**

Record Group / Scheduling Group **General Records of the Department of Justice**

Records Schedule applies to **Department-wide**

Schedule Subject **Training Records**

Internal agency concurrences will be provided **No**

Background Information **Note: This schedule covers temporary, mission-related training records created department-wide. It is intended to complement NARA's revised schedule for training records, General Records Schedule 2.6, expected to be formally released in 2017. The GRS applies only to records documenting training unrelated to agency mission, and provided to all employees, such as information security or ethics.**

### Item Count

Number of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items
<b>4</b>	<b>0</b>	<b>4</b>	<b>0</b>

GAO Approval

## Outline of Records Schedule Items for DAA-0060-2017-0009

Sequence Number	
1	Law Enforcement Officer Training Records Disposition Authority Number: DAA-0060-2017-0009-0001
2	Legal, Investigative, and Litigation-Specific Training Records Disposition Authority Number: DAA-0060-2017-0009-0002
3	Administration of Justice Technical Skills Training Records Disposition Authority Number: DAA-0060-2017-0009-0003
4	Training Administration Records Disposition Authority Number: DAA-0060-2017-0009-0004

## Records Schedule Items

Sequence Number	
1	<p><b>Law Enforcement Officer Training Records</b></p> <p>Disposition Authority Number      DAA-0060-2017-0009-0001</p> <p>Records documenting all aspects of DOJ-provided training for federal law enforcement officers, agents, or other officials acting in such capacity. Selected examples include curriculum development, c.v. and related faculty information, abstracts, general course descriptions, individual registration/enrollment information, course materials, lesson plans, course evaluation, student evaluation and assessment information, progress tracking, faculty management, and student management data.</p> <p>Final Disposition                      Temporary</p> <p>Item Status                              Active</p> <p>Is this item media neutral?            Yes</p> <p>Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing?      Yes</p> <p>Do any of the records covered by this item exist as structured electronic data?                      Yes</p> <p>GRS or Superseded Authority Citation      N1-060-09-031 / 2/A/1 N1-060-09-031 / 2/C/1 N1-436-00-002 / 1B N1-436-00-002 / 2B N1-129-01-016 / 2 N1-129-01-017 / 4 NC1-170-77-001 / 801-02, partial NC1-170-77-001 / 801-03, partial NC1-170-77-001 / 801-04, partial DAA-0170-2015-0001, partial NC1-170-77-001 / 801-08, partial N1-170-94-001 / 801-09, partial N1-170-94-001 / 801-10, partial N1-170-94-001 / 801-11, partial N1-170-94-001 / 801-13/A, partial N1-170-94-001 / 801-13/B, partial NC1-170-77-001 / 820-02, partial NC1-170-77-001 / 820-03, partial N1-170-89-001 / 830-02/A/2, partial N1-170-89-001 / 830-02/B, partial</p>



NC1-170-77-001 / 860-01/A, partial  
NC1-170-77-001 / 860-01/B, partial  
NC1-170-77-001 / 860-02, partial  
NC1-170-77-001 / 860-03, partial  
NC1-170-77-001 / 860-06, partial  
NC1-170-77-001 / 860-08, partial  
N1-170-89-001 / 860-10, partial  
N1-170-94-001 / 801-06/A  
N1-170-94-001 / 801-06/B  
N1-170-89-001 / 1220-16  
N1-060-09-031 / 2/B/1  
N1-129-99-015 / 1  
N1-129-99-015 / 2/A  
N1-129-99-015 / 2/B  
N1-129-99-015 / 3  
N1-129-99-015 / 4  
N1-129-99-015 / 5  
N1-129-99-015 / 6  
N1-129-99-015 / 7/A  
N1-129-99-015 / 7/B  
N1-129-99-015 / 8  
N1-527-97-010 / 2  
N1-527-97-010 / 3  
N1-527-97-010 / 4  
N1-527-97-010 / 5  
N1-527-97-010 / 6  
N1-129-09-033 / 1/B  
N1-129-09-033 / 1/C  
N1-129-09-033 / 2A  
N1-129-09-033 / 2B  
N1-129-09-033 / 2D

Disposition Instruction

Retention Period Destroy 25 year(s) after date of last action

Additional Information

GAO Approval Not Required

Legal, Investigative, and Litigation-Specific Training Records

Disposition Authority Number DAA-0060-2017-0009-0002

Records documenting all aspects of Department and component-provided training for Departmental mission functions not included in Item 0001 above, including investigation, litigation, legal analysis and Continuing Legal Education (CLE) courses. Selected examples include curriculum development, c.v. and related faculty information, abstracts, general course descriptions, individual registration/

enrollment information, course materials, lesson plans, course evaluations, student evaluation and assessment information, progress tracking, faculty management, and student management data. In addition to internal skills training, this item includes outreach and external training developed and provided by DOJ. External participants may include employees of other federal agencies, employees of state and local law enforcement entities, and international legal and law enforcement personnel.

Final Disposition

Temporary

Item Status

Active

Is this item media neutral?

Yes

Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing?

Yes

Do any of the records covered by this item exist as structured electronic data?

Yes

GRS or Superseded Authority Citation

N1-060-09-031 / 2/A/2  
N1-060-09-031 / 2/C/2  
N1-060-09-031 / 2D  
N1-436-00-002 / 1C  
N1-436-00-002 / 2C  
NC1-436-80-002 / 5  
NC1-170-77-001 / 801-02, partial  
NC1-170-77-001 / 801-03, partial  
NC1-170-77-001 / 801-04, partial  
DAA-0170-2015-0001, partial  
NC1-170-77-001 / 801-08, partial  
N1-170-94-001 / 801-09, partial  
N1-170-94-001 / 801-10, partial  
N1-170-94-001 / 801-11, partial  
N1-170-94-001 / 801-13/A, partial  
N1-170-94-001 / 801-13/B, partial  
NC1-170-77-001 / 820-02, partial  
NC1-170-77-001 / 820-03, partial  
N1-170-89-001 / 830-02/A/2, partial  
N1-170-89-001 / 830-02B, partial  
NC1-170-77-001 / 860-01/A, partial  
NC1-170-77-001 / 860-01/B, partial  
NC1-170-77-001 / 860-02, partial  
NC1-170-77-001 / 860-03, partial  
NC1-170-77-001 / 860-06, partial  
NC1-170-77-001 / 860-08, partial  
N1-170-89-001 / 860-10, partial  
N1-060-09-031 / 2/B/2

3	N1-436-00-002 / 2D NC1-436-80-002 / 6	
	Disposition Instruction	
	Retention Period	Destroy between 6 year(s) and 10 year(s) after last action
	Additional Information	
	GAO Approval	Not Required
	<b>Administration of Justice Technical Skills Training Records</b>	
	Disposition Authority Number	DAA-0060-2017-0009-0003
	Records documenting technical skills trainings and certifications for employees in support areas such as human resources, information technology, acquisition, budget, and finance, excluded from the General Records Schedule (GRS) and not covered elsewhere. Records include student management information (i.e. enrollment and completions) as well as course content curriculum development as listed above.	
	Final Disposition	Temporary
	Item Status	Active
	Is this item media neutral?	Yes
	Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing?	Yes
	Do any of the records covered by this item exist as structured electronic data?	Yes
	GRS or Superseded Authority Citation	N1-060-09-031 / 2/B/2 N1-060-09-031 / 2/C/2 N1-060-09-031 / 2D N1-060-09-026 / 2A N1-060-09-026 / 3 N1-129-09-033 / 1/A N1-129-09-033 / 2/C N1-060-09-026 / 2B
	Disposition Instruction	
	Cutoff Instruction	Cutoff annually.
	Retention Period	Destroy between 6 year(s) and 10 year(s) after cutoff
	Additional Information	

4

GAO Approval Not Required

**Training Administration Records**

Disposition Authority Number **DAA-0060-2017-0009-0004**

**Records documenting ancillary and administrative aspects of mission-related training, such as publicity, schedules, rosters, available facilities, logistics, and coordination.**

Final Disposition **Temporary**

Item Status **Active**

Is this item media neutral? **Yes**

Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing? **No**

GRS or Superseded Authority Citation **N1-129-09-033 / 2/E**

**Disposition Instruction**

Cutoff Instruction **Cutoff annually.**

Retention Period **Destroy 6 year(s) after cutoff**

**Additional Information**

GAO Approval **Not Required**

## 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 in this schedule are not now needed for the business of the agency or will not be needed after the retention periods specified.

## Signatory Information

Date	Action	By	Title	Organization
02/01/2017	Certify	Rebekah Meservy	Assistant Director of RIM Operations	Justice Management Division - Office of Records Mgt Policy
05/19/2017	Submit for Concurrency	Galen Wilson	Senior Appraisal Archivist	National Archives and Records Administration - Records Management Services
05/30/2017	Concur	Margaret Hawkins	Director of Records Management Services	National Records Management Program - ACNR Records Management Services
05/30/2017	Concur	Margaret Hawkins	Director of Records Management Services	National Records Management Program - ACNR Records Management Services
05/31/2017	Approve	David Ferriero	Archivist of the United States	Office of the Archivist - Office of the Archivist

Executive Summary

Summary	The Department of Justice requests disposition authority for Training Records. Proposed as temporary are administrative and logistical records, plus records of curriculum development and presentation specific to legal, investigative, litigation, technical skills, and law enforcement officer training. The records are temporary because they have little or no research value.
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Permanent Item Numbers	
Federal Register Notice	Required
Publication Date	2017-04-18
Copies Requested	0
Comments Received	0

# REQUEST FOR RECORDS DISPOSITION AUTHORITY

(See Instructions on reverse)

LEAVE BLANK

GENERAL SERVICES ADMINISTRATION  
NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408

N1-60-88-13

DATE RECEIVED

7/13/89

NOTED MAIL ROOM

Department of Justice

Justice Management Division

Records Management Section

In accordance with the provisions of GSA FPMR (41 CFR) 101-11.6, the disposal of records is subject to the approval of the Records Management Section. If no records are disposed for disposal, the disposal of the records is not required.

Bernard W. Berglind

272-6126

DATE 10/31/89 ARCHIVIST OF THE UNITED STATES

6. CERTIFICATE OF AGENCY REPRESENTATIVE

I hereby certify that I am authorized to act for this agency in matters pertaining to the disposal of the records proposed for disposal in this Request of 11 page(s) are not now needed for agency or will not be needed after the retention periods specified; and that written concurrence Accounting Office, if required under the provisions of Title 8 of the GAO Manual for Guidance of F attached.

A. GAO concurrence: ☐ is attached; or ☒ is unnecessary.

B. DATE

07-13-89

C. SIGNATURE OF AGENCY REPRESENTATIVE

Bernard W. Berglind

D. TITLE

Assistant Chief, Records Section, Justice Management

7. ITEM NO.

8. DESCRIPTION OF ITEM  
(With Inclusive Dates or Retention Periods)

9. GRS SUPERS JOB CITATION

(NARS USE ONLY)

## CLASS 146 - WORLD WAR II

Classification 146 is an umbrella classification established to handle World War II matters. Approximately 56 subclasses were established to deal with such diverse matters as internal security, wartime economic regulation, labor matters, surplus property, and veteran's affairs. Most subclasses were opened during World War II and pertain to wartime matters or postwar reconstruction. Many subclasses remained active in the postwar period, and some are still active. Most of the subclasses active in the postwar period deal with internal security matters.

NOTE: Disposition instructions for classification 146 GENERAL FILES ("O" subs) are provided by Item 401 of this schedule.

1. 146-1 - Communism

## A. Multi-section case files and related enclosures

Disposition: PERMANENT. Transfer to WNRC one year after close of case. Transfer to the National Archives in five-year blocks 30 years after close of case.

## B. Single section case files and related enclosures

~~Disposition: Transfer to WNRC one year after close of case. Destroy 10 years after close of case.~~

2. 146-2 - Nazi

Disposition: PERMANENT. Transfer to WNRC one year after close of case. Transfer to the National Archives in five-year blocks 30 years after close of case.

3. 146-3 - Silver Shirts

Disposition: PERMANENT. Transfer to WNRC one year after close of case. Transfer to the National Archives in five-year blocks 30 years after close of case.

4. 146-4 - League for Peace and Democracy

Disposition: PERMANENT. Transfer to WNRC one year after close of case. Transfer to the National Archives in five-year blocks 30 years after close of case.

5. 146-5 - Father Coughlin

Disposition: PERMANENT. Transfer to WNRC one year after close of case. Transfer to the National Archives in five-year blocks 30 years after close of case.

6. 146-6 - Registration of Agents of Foreign Principals

Disposition: PERMANENT. Transfer to WNRC one year after close of case. Transfer to the National Archives in five-year blocks 30 years after close of case.

7. 146-7 - General Suspects

## A. Multi-section case files and related enclosures

Disposition: PERMANENT. Transfer to WNRC one year after close of case. Transfer to the National



3d No of DS Number - The Sub  
NUMBER

Archives in five-year blocks 30 years after close of case.

- B. Single-section tertiary case files and related enclosures (146-7-NS)

Disposition: PERMANENT. Transfer to WNRC one year after close of case. Transfer to the National Archives in five-year blocks 30 years after close of case.

- C. Single-section judicial district case files and related enclosures (146-7-Judicial-District-NS)

Disposition: Transfer to WNRC one year after close of case. Destroy 10 years after close of case.

8. 146-8 - General Suspect, Fascist

Disposition: PERMANENT. Transfer to WNRC one year after close of case. Transfer to the National Archives in five-year blocks 30 years after close of case.

9. 146-9 - French Propaganda

Disposition: PERMANENT. Transfer to WNRC one year after close of case. Transfer to the National Archives in five-year blocks 30 years after close of case.

10. 146-10 - Japanese Propaganda

Disposition: PERMANENT. Transfer to WNRC one year after close of case. Transfer to the National Archives in five-year blocks 30 years after close of case.

11. 146-11 - Voorhis Act

Disposition: PERMANENT. Transfer to WNRC one year after close of case. Transfer to the National Archives in five-year blocks 30 years after close of case.

12. 146-12 - Export Control

Disposition: PERMANENT. Transfer to WNRC one year after close of case. Transfer to the National Archives in five-year blocks 30 years after close of case.

13. 146-13 - Alien Enemy

Disposition: PERMANENT. Transfer to WNRC one year after close of case. Transfer to the National Archives in five-year blocks 30 years after close of case.

14. 146-14 - Consular or Diplomatic Activities

Disposition: Transfer to WNRC one year after close of case. Destroy 10 years after close of case.

15. 146-15 - Public Health

Disposition: Transfer to WNRC one year after close of case. Destroy 10 years after close of case.

16. 146-16 - Prisoners of War

Disposition: PERMANENT. Transfer to WNRC one year after close of case. Transfer to the National Archives in five-year blocks 30 years after close of case.

17. 146-17 - Consumer Credit

Disposition: Transfer to WNRC one year after close of case. Destroy 10 years after close of case.

18. 146-18 - Price Control

A. Case files and related enclosures controlled by the Criminal Division

Disposition: Transfer to WNRC one year after close of case. Destroy 10 years after close of case.

B. Case files and related enclosures controlled by other divisions.

Disposition: Transfer to WNRC one year after close of case. Destroy 15 years after close of case.

19. 146-19 - Censorship

Disposition: PERMANENT. Transfer to WNRC one year after close of case. Transfer to the National Archives in five-year blocks 30 years after close of case.

20. 146-20 - Transfer of Vessels to Aliens

A Multi-section case files and related enclosures

Disposition: PERMANENT. Transfer to WNRC one year after close of case. Transfer to the National Archives in five-year blocks 30 years after close of case.

B. Single-section case files and related enclosures controlled by the Criminal Division

Disposition: Transfer to WNRC one year after close of case. Destroy 10 years after close of case.

C. Single-section case files and related enclosures controlled by other divisions.

Disposition: Transfer to WNRC one year after close of case. Destroy 15 years after close of case.

21. 146-21 - Trespass on Restricted Defense Areas

Disposition: PERMANENT. Transfer to WNRC one year after close of case. Transfer to the National Archives in five-year blocks 30 years after close of case.

22. 146-22 - Defense Contract Frauds

Disposition: Transfer to WNRC one year after close of case. Destroy 10 years after close of case.

23. 146-23 - Requisition of Property

Disposition: Transfer to WNRC one year after close of case. Destroy 10 years after close of case.

24. 146-24 - Foreign Propaganda Not Otherwise Classified

Disposition: Transfer to WNRC one year after close of case. Destroy 10 years after close of case.

25. 146-25 - Reserved26. 146-26 - Patrol and Guard of Defense Material Facilities

Disposition: Transfer to WNRC one year after close of case. Destroy 10 years after close of case.

27. 146-27 - Priorities, Rationing, Clause of War Housing Projects

Disposition: Transfer to WNRC one year after close of case. Destroy 10 years after close of case.

28. 146-28 - Treasonable Utterances

Disposition: PERMANENT. Transfer to WNRC one year after close of case. Transfer to the National Archives in five-year blocks 30 years after close of case.

29. 146-29 - Subversive Activities of Non-Enemy Aliens

Disposition: PERMANENT. Transfer to WNRC one year after close of case. Transfer to the National Archives in five-year blocks 30 years after close of case.

30. 146-30 - Reserved

31. 146-31 - Transportation

A. Case Files 146-31-1-NS through 146-31-4

Disposition: PERMANENT. Transfer to WNRC one year after close of case. Transfer to the National Archives in five-year blocks 30 years after close of case.

B. All other case files and related enclosures controlled by the Criminal Division

Disposition: Transfer to WNRC one year after close of case. Destroy 10 years after close of case.

C. All other case files and related enclosures controlled by other divisions

Disposition: Transfer to WNRC one year after close of case. Destroy 15 years after close of case.

32. 146-32 - Subpoena Duces Tecum

Disposition: PERMANENT. Transfer to WNRC one year after close of case. Transfer to the National Archives in five-year blocks 30 years after close of case.

33. 146-33 - Reserved

34. 146-34 - Hoarding

Disposition: Transfer to WNRC one year after close of case. Destroy 10 years after close of case.

35. 146-35 - Japanese-American Evacuation Claims

The extant case files are designated for permanent retention under Job No. NN-164-125.

36. 146-36 - Martial Law; Military Law

Disposition: PERMANENT. Transfer to WNRC one year after close of case. Transfer to the National Archives in five-year blocks 30 years after close of case.

37. 146-37 - War Bonds and Stamps

A. Case files and related enclosures controlled by the Criminal Division

Disposition: Transfer to WNRC one year after close of case. Destroy 10 years after close of case.

B. Case files and related enclosures controlled by other divisions.

Disposition: Transfer to WNRC one year after close of case. Destroy 15 years after close of case.

38. 146-38 - War Frauds

Disposition: Transfer to WNRC one year after close of case. Destroy 10 years after close of case.

39. 146-39 - Trading With the Enemy

Disposition: PERMANENT. Transfer to WNRC one year after close of case. Transfer to the National Archives in five-year blocks 30 years after close of case.

40. 146-40 - Listing Alien Assets

Disposition: PERMANENT. Transfer to WNRC one year after close of case. Transfer to the National Archives in five-year blocks 30 years after close of case.

41. 146-41 - Disclosure of Official Secrets

Disposition: PERMANENT. Transfer to WNRC one year after close of case. Transfer to the National Archives in five-year blocks 30 years after close of case.

42. 146-42 - Violation of Curfew

Disposition: PERMANENT. Transfer to WNRC one year after close of case. Transfer to the National Archives in five-year blocks 30 years after close of case.

43. 146-43 - Denaturalization

Disposition: PERMANENT. Transfer to WNRC one year after close of case. Transfer to the National Archives in five-year blocks 30 years after close of case.

44. 146-44 - Prostitution in the Vicinity of Military or Navy Establishments

Disposition: Transfer to WNRC one year after close of case. Destroy 10 years after close of case.

45. 146-45 - Foreign Language Press

Disposition: PERMANENT. Transfer to WNRC one year after close of case. Transfer to the National Archives in five-year blocks 30 years after close of case.

46. 146-46 - Foreign Travel

Disposition: PERMANENT. Transfer to WNRC one year after close of case. Transfer to the National Archives in five-year blocks 30 years after close of case.

47. 146-47 - Reserved48. 146-48 - Enforcement of Food Distribution and Production Orders

Disposition: Transfer to WNRC one year after close of case. Destroy 10 years after close of case.

49. 146-49 - War Labor Disputes Act, Anti-Strike Matters

Disposition: PERMANENT. Transfer to WNRC one year after close of case. Transfer to the National Archives in five-year blocks 30 years after close of case.

50. 146-50 - Servicemen's Dependents Allowance Act

- A. Case files and related enclosures controlled by the Criminal Division

Disposition: Transfer to WNRC one year after close of case. Destroy 10 years after close of case.

- B. Case files and related enclosures controlled by other divisions.

Disposition: Transfer to WNRC one year after close of case. Destroy 15 years after close of case.

51. 146-51-2 - Surplus Property Act, 1944

- A. Case files and related enclosures controlled by the Civil Division

Disposition: Transfer to WNRC one year after close of case. Destroy 15 years after close of case.

- B. Case files and related enclosures controlled by other divisions.

Disposition: Transfer to WNRC one year after close of case. Destroy 30 years after close of case.

52. 146-52 - Ship Warrants Act

Disposition: PERMANENT. Transfer to WNRC one year after close of case. Transfer to the National Archives in five-year blocks 30 years after close of case.

53. 146-53 - Reserved54. 146-54 - Voluntary Renunciation of Citizenship During the War

Disposition: PERMANENT. Transfer to WNRC one year after close of case. Transfer to the National Archives in five-year blocks 30 years after close of case.

55. 146-55 - National Service Life Insurance Act of 1940

- A. Case files and related enclosures controlled by the Criminal Division

Disposition: Transfer to WNRC one year after close of case. Destroy 10 years after close of case.

- B. Case files and related enclosures controlled by other divisions.

Disposition: Transfer to WNRC one year after close of case. Destroy 15 years after close of case.

56. 146-56 - Gratuity Pay Act of 1919

- A. Case files and related enclosures controlled by the Criminal Division

Disposition: Transfer to WNRC one year after close of case. Destroy 10 years after close of case.

- B. Case files and related enclosures controlled by other divisions.

Disposition: Transfer to WNRC one year after close of case. Destroy 15 years after close of case.

57. 146-57 - Pension Matters, World War II

- A. Case files and related enclosures controlled by the Criminal Division

Disposition: Transfer to WNRC one year after close of case. Destroy 10 years after close of case.

- B. Case files and related enclosures controlled by other divisions.

Disposition: Transfer to WNRC one year after close of case. Destroy 15 years after close of case.

58. 146-58 - Surplus Property Act, 1949

- A. Case files and related enclosures controlled by the Civil Division

Disposition: Transfer to WNRC one year after close of case. Destroy 15 years after close of case.

- B. Case files and related enclosures controlled by other divisions.

Disposition: Transfer to WNRC one year after close of case. Destroy 30 years after close of case.

59-99. Reserved



100. 146-100 - Official Investigations

Disposition: PERMANENT. Transfer to WNRC one year after close of case. Transfer to the National Archives in five-year blocks 30 years after close of case.

101-199. Reserved

200. 146-200 - Investigations of Government Employees  
Connected or Allegedly Connected with  
Subversive Organizations

A. Multi-section case files and related enclosures

Disposition: PERMANENT. Transfer to WNRC one year after close of case. Transfer to the National Archives in five-year blocks 30 years after close of case.

B. File numbers 146-200-1 through 146-200-8

Disposition: PERMANENT. Transfer to WNRC one year after close of case. Transfer to the National Archives in five-year blocks 30 years after close of case.

C. All other single section case files and related enclosures

Disposition: Transfer to WNRC one year after close of case. Destroy 10 years after close of case.

201-299. Reserved

300. 146-300 - Cuban Prisoner Exchange

Disposition: PERMANENT. Transfer to WNRC one year after close of case. Transfer to the National Archives in five-year blocks 30 years after close of case.

301-399. Reserved

400. 146-400 - Ku Klux Klan

Disposition: PERMANENT. Transfer to WNRC one year after close of case. Transfer to the National Archives in five-year blocks 30 years after close of case.

## 401. GENERAL FILES

General files are identified by standard sub-numbers (identifiable as "0" subs), each of which represents a definite category applicable to all classes. These sub-numbers may be used immediately after the standard primary class number, after the standard secondary district number, or in other combinations according to the rules of the particular classification. The files themselves are arranged chronologically.

~~While the use of an "0", or "0" at the head of a number (e.g., "012"), normally is an indicator of a general file, there is a general exceptions to this rule. In instances in which the "0" is followed by another number the "0" designates a category of case files, and the following number (i.e., New Sub, representing a new subject) identifies a specific case file.~~

- A. All general files for 146 subclasses opened during World War II (i.e., all 146 subclasses exclusive of -57, -58, -300, and -400).

Disposition: PERMANENT. Transfer to WNRC as space requirements and frequency of use dictate. Transfer to the National Archives in five-year blocks when 30 years old.

- B. General file subnumbers 04, 012, and 016 for all 146 subclasses opened after World War II

Disposition: PERMANENT. Transfer to WNRC as space requirements and frequency of use dictate. Transfer to the National Archives in five-year blocks when 30 years old.

- C. All other subnumbers for subclasses opened after World War II (i.e., 146-57, -58, -300, and -400).

Disposition: Transfer to WNRC as space requirements and frequency of use dictate. Destroy when 10 years old.