

REQUEST FOR RECORDS DISPOSITION AUTHORITY		JOB NUMBER <i>NI-527-97-4</i>	
To: NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) WASHINGTON, DC 20408		DATE RECEIVED <i>12-16-96</i>	
1. FROM (Agency or establishment) United States Marshals Service		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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.	
2. MAJOR SUBDIVISION Management & Budget Division			
3. MINOR SUBDIVISION			
4. NAME OF PERSON WITH WHOM TO CONFER John Grieg	5. TELEPHONE 202-307-9480	DATE <i>5-14-97</i>	ARCHIVIST OF THE UNITED STATES <i>John W. Paul</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 type="checkbox"/> is not required; <input type="checkbox"/> is attached; or <input type="checkbox"/> has been requested.			
DATE <i>Dec 4, 1996</i>	SIGNATURE OF AGENCY REPRESENTATIVE <i>Robert J. Goewey Jr</i> Robert J. Goewey Jr	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 GRS OR SUPERSEDED JOB CITATION	10.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)
	<p>U.S. Marshals Service Operations Manuals, Orders, Procedure Manuals, circa 1946 - 1994.</p> <p>1. Manuals and orders relating to U.S. Marshals Service Policies, Procedures, and Operations, exclusive of administrative procedures including but not limited to travel Budget, and financial operations. Current Volume: 3 cubic feet Annual Accumulation: Less than one cubic foot.</p> <p>PERMANENT. Place superseded, rescinded, or obsolete Manual sections and orders in separate file. Cut off file upon Accumulation of one cubic four, or after ten years, Whichever is sooner. Transfer directly to NARA.</p> <p>Note: On hand material will be transferred directly to NARA Upon approval of this schedule.</p>		

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copy to: Agency NWDD

2. Manual Sections, policies, and procedures relating to administrative functions under item 1. Above.

TEMPORARY. Cut off when superseded, rescinded or obsolete. Destroy when no longer needed.