

## REQUEST FOR RECORDS DISPOSITION AUTHORITY

(See Instructions on page 3)

TO NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NARA)  
8601 ADELPHI ROAD, COLLEGE PARK, MD. 20740-60011. FROM (Agency or establishment)  
Central Intelligence Agency

2. MAJOR SUBDIVISION

3. MINOR SUBDIVISION

4. NAME OF PERSON WITH WHOM TO CONFER  
Christopher J. Olsen5. TELEPHONE  
(703) 613-1716

LEAVE BLANK (NARA use only)

JOB NUMBER N1-263-02-4

DATE RECEIVED 9/6/02

## 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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10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 ARCHIVIST OF THE UNITED STATES

7-16-03 [Signature]

## 6. AGENCY CERTIFICATION

I hereby certify that I am authorized to act for this agency in matters pertaining to the disposition of its records and that the records proposed for disposal on the attached \_\_\_\_\_ page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified; and that written concurrence from the General Accounting Office, under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies,

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

DATE

12/30/02

SIGNATURE OF AGENCY REPRESENTATIVE

[Signature]  
Edmund Cohen

TITLE

Deputy Director, Information Management Services

7 ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
	Demarche Requests [REDACTED]		

1/13/03  
115-109NSN 7540-00-634-4064  
PREVIOUS EDITION NOT USABLESTANDARD FORM 115 (REV 3-91)  
Prescribed by NARA 36 CFR 1228

SA Copy Sent to Agency

## UNCLASSIFIED

**(U) File Series Identification:**

**(U) Office of Record:** Directorate of Intelligence - Center for Weapons Intelligence, Nonproliferation and Arms Control (WINPAC)

**(U) Demarche Requests** – Demarche requests from Department of State for comments on proposed Demarches, includes list of dissemination, analysis, IC correspondence, approval and denial tracking numbers, decision numbers, response back to the Department of State, and a copy of the final Department of State cable provided to the policy makers.

**(U) Disposition Instructions:**

**a. (U) Record Copy – (hardcopy or electronic)**

**(U) TEMPORARY.** Maintain records in the office area for 2 years. Transfer records to the AARC for 13 years and destroy.

**b. (U)** All other electronic copies produced on electronic mail and word processing systems and used to generate the recordkeeping copy.

**(U) TEMPORARY.** Destroy/delete within 180 days after the recordkeeping copy has been produced.

change made per telephone conversation of  
April 3, 2003 between Janet R. (CIO/IMS/RCMG)  
and David Langbart (NWML).

DA Langbart, NWML  
4/3/03

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