

<b>REQUEST FOR RECORDS DISPOSITION AUTHORITY</b>		JOB NUMBER <i>NI-NU-074</i>	
To: NATIONAL ARCHIVES & RECORDS ADMINISTRATION 8601 ADELPHI ROAD COLLEGE PARK, MD 20740-6001		Date received <i>4/12/07</i>	
1 FROM (Agency or establishment) Department of the Navy		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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10	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 Naval Criminal Investigative Service			
3 MINOR SUBDIVISION Operational Support Directorate (Code 24)			
4. NAME OF PERSON WITH WHOM TO CONFER  Henry W Persons, Jr.	4 TELEPHONE NUMBER  (202) 433-9505	DATE  <i>05-24-2007</i>	ARCHIVIST OF THE UNITED STATES  <i>Paul M. Wood NWB</i>
5 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 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  <i>4-4-07</i>	SIGNATURE OF AGENCY REPRESENTATIVE 		TITLE  <i>Director of Records</i>
7 ITEM NO	8 DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARA USE ONLY)
	<p>BACKGROUND: Naval Criminal Investigative Service (NCIS) Polygraph Office is responsible for conducting a variety of polygraphs services in support of counterintelligence, counterterrorism and law enforcement investigations and operations. NCIS is requesting a change to the retention of Counterintelligence Security Polygraphs (CSP). This change is mandated by Office of the Under Secretary of Defense memo of 27 March 2006, Subj: Interim Policy for Polygraph Anti-Countermeasures Procedures, which requires all physiological test data recorded during an examination and other associated data be retained for at least 35 years.</p> <p><i>Michael Corrigan</i> Michael Corrigan DAD, Field Services Support</p> <p><i>Norman F. Kiger</i> Norman F. Kiger NCIS Counsel</p>		

*Set copies sent to Agency, NWMCU*

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7 ITEM NO	8 DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARA USE ONLY)
	<p><u>SSIC 3850</u></p> <p>1-3a. No change</p> <p>b <u>Counterintelligence Security Polygraph (CSP) Program Records.</u> A CSP package includes CSP briefing form, Report of Investigation (ROI), statistical and technical data sheet, question sheets, charts, numerical evaluation forms, consent form, medical waiver, personal data sheet, interview log, audiotape recordings and other similar documents necessary to ensure a complete CSP package. These records may be retained in either hardcopy or electronic/imaged format.</p> <p>Privacy Act: N05520-4</p> <p>(1) All CSP Packages after final quality control reviews are forwarded to NCISHQ</p> <p><u>DISPOSITION:</u></p> <p>1. Destroy/delete when 35 years old.</p> <p><del>(2) When a criminal investigation is generated as a result of CSP Polygraph, incorporate CSP Package into criminal investigation case file.</del></p> <p>2. Dispose of in accordance with guidance for case file using appropriate subpara. under SSIC 5580, para 4a or b</p>	<p>N1-NU-98-2, SSIC 3850 3b</p> <p>N1-NU-98-2, SSIC 3850. 3b(2)(b)</p>	<p>Instruction</p>