



INTELLIGENCE

UNDER SECRETARY OF DEFENSE
5000 DEFENSE PENTAGON
WASHINGTON, DC 20301-5000

APR -8 2011

MEMORANDUM FOR SECRETARIES OF THE MILITARY DEPARTMENTS
CHAIRMAN OF THE JOINT CHIEFS OF STAFF
COMMANDERS OF THE COMBATANT COMMANDS
UNDER SECRETARY OF DEFENSE FOR POLICY
GENERAL COUNSEL OF THE DEPARTMENT OF DEFENSE
INSPECTOR GENERAL OF THE DEPARTMENT OF DEFENSE
ASSISTANTS TO THE SECRETARY OF DEFENSE
DIRECTORS OF THE DEFENSE INTELLIGENCE AGENCIES

SUBJECT: Records Disposition Schedule for Intelligence Interrogation Records

The National Archives and Records Administration has approved the attached disposition schedule for records related to intelligence interrogations and debriefings of detainees, including video recordings and interrogator notes and working papers. The Director, Administration and Management/Washington Headquarters Services will provide an official copy to your federal records officer. Please note that no interrogation records may be destroyed except in accordance with this schedule. All records that have been ordered to be preserved by court order; that are needed for internal, legislative, or judicial inquiries; that have been released to a foreign government; or that deal with high-value individuals require special handling. The Office of the Under Secretary of Defense for Intelligence point of contact is Ms. Betty Christiansen at 703-697-6987 or betty.christiansen@osd.mil.

Michael G. Vickers

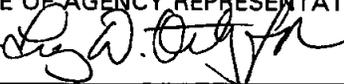
Attachment:
As stated



| | | | |
|--|-------------------------------|--|---------------------------------|
| REQUEST FOR RECORDS DISPOSITION AUTHORITY <i>(See Instructions on reverse)</i> | | LEAVE BLANK (NARA use only) | |
| TO NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) WASHINGTON, DC 20408 | | JOB NUMBER NI-330-098 | DATE RECEIVED 9/27/09 |
| 1 FROM (Agency or establishment) Department of Defense | | NOTIFICATION TO AGENCY | |
| 2 MAJOR SUBDIVISION Office of the Secretary of Defense | | 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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10 | |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 Records and Declassification Division, ESD, WHS | | | |
| 4 NAME OF PERSON WITH WHOM TO CONFER Stephanie Griffith | 5 TELEPHONE (703) 588-6835 | DATE | ARCHIVIST OF THE UNITED STATES |

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 3 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 9/24/2009 | SIGNATURE OF AGENCY REPRESENTATIVE Robert Storer  | TITLE Chief, Records and Declassification Division |
|-------------------|---|---|

| 7 ITEM NO | 8 DESCRIPTION OF ITEM AND PROPOSED DISPOSITION | 9 GRS OR SUPERSEDED JOB CITATION | 10 ACTION TAKEN (NARA USE ONLY) |
|-----------------|--|--|---------------------------------------|
| | <p>UNDER SECRETARY OF DEFENSE FOR INTELLIGENCE</p> <p>BACKGROUND The items on this schedule pertain to records (video, audio, and written) related to the interrogation or debriefing for foreign intelligence collection purposes</p> <p>See attached documentation for more detail</p> | | |

SF 115 Submission for scheduling with National Archives and Records Administration (NARA):

UNDER SECRETARY OF DEFENSE FOR INTELLIGENCE

BACKGROUND:

The items on this schedule pertain to records (video, audio, and written) related to the interrogation or debriefing of detainees for foreign intelligence collection purposes. Written records may consist of transcribed interrogator notes, memoranda for record, tactical interrogation reports, summary interrogation reports, contact memos, and all other related records of intelligence interrogations or detainee debriefings, herein referred to as "Reports." This schedule applies to the Office of the Secretary of Defense, the Military Departments, the Office of the Chairman of the Joint Chiefs of Staff, the Joint Staff, the Combatant Commands, the Office of the Inspector General of the Department of Defense, the Defense Agencies, the DoD Field Activities, and all other elements of the Department of Defense.

ITEM 1:

FILE NUMBER: To be determined

FILE TITLE: Intelligence Interrogation and Detainee Debriefing Recordings and Reports-Routine

FILE DESCRIPTION: Files contain video and audio recordings and reports of intelligence interrogations and debriefings of detainees who have not been identified as "High Value." These recordings and reports are no longer needed for the purposes for which they were created, are not subject to any internal, legislative, or judicial inquiries, and have not been released to a foreign government.

DISPOSITION: TEMPORARY. COFF 6 months after case is closed and transfer to the Washington National Records Center (WNRC). Delete/destroy 6 years 3 months after COFF.

ITEM 2:

FILE NUMBER: To be determined

FILE TITLE: Intelligence Interrogation and Detainee Debriefing Recordings and Reports-High Value Individuals

FILE DESCRIPTION: Files contain video and audio recordings, interrogator's working files, and reports of intelligence interrogations and debriefings of detainees judged to be of extremely high intelligence value due to their prominent leadership positions in terrorist organizations or their close connection to leading terrorists. This series includes "most wanted" individuals being followed closely by the National Counterterrorism Center, but may include individuals who suddenly achieve notoriety as terrorists. This series also includes the files of all detainees who were tried by a court.

DISPOSITION: PERMANENT. COFF when case is closed and transfer to the records holding area (WNRC). Transfer to NARA in 5-year blocks 10 years after COFF.

NOTE: PERMANENT electronic records may be pre-acquisitioned to NARA upon cutoff and transferred to NARA's custody when 10 years old. A migration plan must be established for the proper long-term maintenance of these records.

ITEM 3: FILE NUMBER: To be determined

FILE TITLE: Interrogator Working Files

FILE DESCRIPTION: Hand written notes, drafts, and other similar working papers accumulated for preparation of communications, "Reports" (as defined in the series description [Background] of this schedule), or other actions. These working papers are no longer needed for the purposes for which they were created, are not subject to any internal, legislative, or judicial inquiries, and have not been released to a foreign government. This excludes interrogator working files for high-value detainees maintained under item 2 of this schedule.

DISPOSITION: TEMPORARY. Delete/destroy upon incorporation into final communication, report, or other action.