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Date: April 4, 2018 (Revised)
Appraiser: Lloyd A. Beers, Jr., ACRA
Agency: Department of Justice
Subject: DAA-0060-2015-0002

4/13/18

INTRODUCTION

Schedule Overview

INTERPOL Washington, United States National Central Bureau (USNCB) Records

Additional Background Information

INTERPOL Washington, the United States National Central Bureau, serves as the designated representative to the International Criminal Police Organization in accordance with Article 32 of the INTERPOL Constitution. INTERPOL Washington is the official U.S. point of contact in INTERPOL's worldwide, police-to-police communications and criminal intelligence network. INTERPOL Washington is a component of the U.S. Department of Justice (DOJ), co-managed by the U.S. Department of Homeland Security (DHS).

The USNCB is a separate component of the DOJ under the supervision of the Deputy Attorney General pursuant to a Memorandum of Understanding (MOU) between the U.S. Department of Homeland Security and the U.S. Department of Justice pertaining to U.S. membership in the International Police Organization (INTERPOL) and the management of the INTERPOL-U.S. National Central Bureau, and all related matters. The significant records of the USNCB will be captured in the permanent records of the Deputy Attorney General in accordance with Records Control Schedule N1-060-10-025, USDOJ Offices of the Attorney General, Deputy Attorney General, and Associate Attorney General Records, or in the controlled correspondence maintained in the DOJ Executive Secretariat.

INTERPOL Washington's mission is to coordinate U.S. law enforcement actions and responses, consistent with U.S. interests and law, as well as INTERPOL policies, procedures, and regulations in accordance with Article 3 of the INTERPOL Constitution.

INTERPOL records are managed by the INTERPOL Commission for the Control of Files (CCF) in accordance with Article 36 of the INTERPOL Constitution and the Operating Rules of the Commission for the Control of INTERPOL's Files and the Rules on the Processing of Data.

Overall Recommendation

I recommend approval of the attached schedule.

APPRAISAL

Item 0001: INTERPOL Executive Committee Records

These records facilitate interactions with Interpol at an administrative level when the United States serves as an elected representative to the INTERPOL Executive Committee (IEC). The direct interaction between USNCB and INTERPOL is overseen by the USNCB Executive Management Committee (EMC) comprising the Deputy Attorney General, the Department of Homeland Security Deputy Secretary, and the Director of USNCB who is selected as set forth in Section II of the MOU. Section III of the MOU outlines the composition and responsibilities of the EMC. Section IV of the MOU lays out the selection process for candidates for INTERPOL IEC positions. The MOU specifically addresses the selection, role, and conduct of the elected U.S. representative to the IEC. The candidates for the IEC positions are selected by the EMC as part of USNCB. The candidate, if elected to the IEC, will report all significant issues, developments, and decisions involving the IEC to the Director of USNCB so that they may advise the EMC. As per the MOU, those U.S. representatives to the IEC are career U.S. government employees who simply participate and report to the Director and Senior Leadership based EMC. The permanent records of the DAG capture the activities of the EMC by virtue of the DAG being a primary member of the Committee.

Proposed Disposition: Temporary

Appropriateness of Proposed Disposition: Appropriate.

Appraisal Justification:

* Has little or no research value.

* Captured elsewhere in permanent records. DOJ Senior Leadership Offices, N1-060-10-025 / 1

Adequacy of Proposed Retention Period: Adequate from the standpoint of legal rights and accountability.

Media Neutrality: Approved.

Item 0002: INTERPOL General Assembly Records

These records facilitate interactions with Interpol at an administrative level when the United States participates as a representative to the INTERPOL General Assembly. Participation in the General Assembly is administratively the same as membership on the INTERPOL Executive Committee. The relationship between the U.S. representative and the Executive Management Committee is the same for both bodies.

Proposed Disposition: Temporary

Appropriateness of Proposed Disposition: Appropriate.

Appraisal Justification:

* Has little or no research value.

* Captured elsewhere in permanent records. DOJ Senior Leadership Offices, N1-060-10-025 / 1

Adequacy of Proposed Retention Period: Adequate from the standpoint of legal rights and accountability.

Media Neutrality: Approved.

Item 0003: INTERPOL Working Group Records

Proposed Disposition: Temporary

Appropriateness of Proposed Disposition: Appropriate.

Appraisal Justification:

* Has little or no research value.

* Does not document significant actions of Federal officials.

Adequacy of Proposed Retention Period: Adequate from the standpoint of legal rights and accountability.

Media Neutrality: Approved.

Item 0004: INTERPOL Trademark Records

Proposed Disposition: Temporary

Appropriateness of Proposed Disposition: Appropriate.

Appraisal Justification:

* Has little or no research value.

* Does not document significant actions of Federal officials.

Adequacy of Proposed Retention Period: Adequate from the standpoint of legal rights and accountability.

Media Neutrality: Approved.

Item 0005: Memoranda of Understanding (MOU) and other agreements between USNCB and outside agencies

This document is an administrative agreement between DHS and DOJ regarding the establishment, leadership and administration of the United States National Central Bureau (USNCB) - INTEPOL Washington. The MOU is captured in the permanent records of the signatories and does not require permanent retention as a unique document by USNCB.

Proposed Disposition: Temporary

Appropriateness of Proposed Disposition: Appropriate.

Appraisal Justification:

* Has little or no research value.

* Does not document significant actions of Federal officials.

* Captured elsewhere in permanent records. DOJ Senior Leadership Offices, N1-060-10-025 / 1

Adequacy of Proposed Retention Period: Adequate from the standpoint of legal rights and accountability.

Media Neutrality: Approved.

Item 0006: USNCB Marketing/Public Relations Materials

The public relations material appraised was printed informational material that could best be described as ephemera. The USNCB has no formal public relations office or program that extends beyond their website and "handout" material.

Proposed Disposition: Temporary

Appropriateness of Proposed Disposition: Appropriate.

Appraisal Justification:

- * Has little or no research value.
- * Does not document significant actions of Federal officials.

Adequacy of Proposed Retention Period: Adequate from the standpoint of legal rights and accountability.

Media Neutrality: Approved.

Item 0007: USNCB Investigative Policies and Procedures

Proposed Disposition: Temporary

Appropriateness of Proposed Disposition: Appropriate.

Appraisal Justification:

- * Has little or no research value.
- * Does not document significant actions of Federal officials.

Adequacy of Proposed Retention Period: Adequate from the standpoint of legal rights and accountability.

Media Neutrality: Approved.

Item 0008: Project Funding – solicited from outside agencies

These records cover project funding for cooperative law enforcement efforts such as law enforcement information sharing programs and investigations of transnational violent gang activity.

Proposed Disposition: Temporary

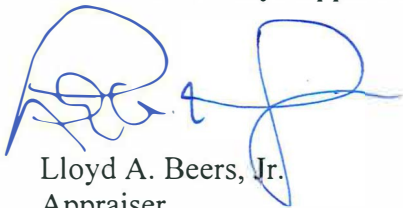
Appropriateness of Proposed Disposition: Appropriate.

Appraisal Justification:

- * Has little or no research value.
- * Does not document significant actions of Federal officials.

Adequacy of Proposed Retention Period: Adequate from the standpoint of legal rights and accountability.

Media Neutrality: Approved.



Lloyd A. Beers, Jr.
Appraiser