

Request for Records Disposition Authority
(See Instructions on reverse)

To: National Archives and Records Administration (NIR)
Washington, DC 20408

1. From: (Agency or establishment)
U.S. Department of State

2. Major Subdivision
Overseas Buildings Operations

3. Minor Subdivision
Management Support Division

4. Name of Person with whom to confer
Shelia A. Prince

5. Telephone (include area code)
(202) 261-8428

Leave Blank (NARA Use Only)

Job Number
NI-59-07-13

Date Received
8/27/07

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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.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 *12/16/07* Archivist of the United States *Michael*

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 1 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 has been requested

Signature of Agency Representative *Tasha M. Tian* Title **Agency Records Officer** Date (mm/dd/yyyy) **8/17/07**

7. Item Number	8. Description of Item and Proposed Disposition	9. GRS or Superseded Job Citation	10. Action taken (NARA Use Only)
	See Attached Schedule		

Le 1/8/08 copies sent to agency & NWMW

Bureau of Overseas Buildings Operations
Management Support Division
(OBO/MSD)

The proposed disposition instructions apply to records series in all media and format.

1. Project Files

Description: Files contain reconfiguration requests, drawings, maps, budget files, spread sheets, ledger, forecasting invoices, payment disposition and purchase orders.

Disposition: Temporary. Cut off when project completed. Destroy/delete 7 years after cut off.

DispAuthNo: Pending