

REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

LEAVE BLANK

JOB NO

NI-59-88-7

DATE RECEIVED

1-29-88

TO **GENERAL SERVICES ADMINISTRATION**
NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408

1 FROM (Agency or establishment)

DEPARTMENT OF STATE

2 MAJOR SUBDIVISION

SECURITY AND CONSULAR AFFAIRS

3 MINOR SUBDIVISION

NOTIFICATION TO AGENCY

In accordance with the provisions of 44 USC 3303a the disposal request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10. If no records are proposed for disposal, the signature of the Archivist is not required.

4 NAME OF PERSON WITH WHOM TO CONFER

5 TELEPHONE EXT

DATE

4/23/88

ARCHIVIST OF THE UNITED STATES

[Signature]

6 CERTIFICATE OF AGENCY REPRESENTATIVE

I hereby certify that I am authorized to act for this agency in matters pertaining to the disposal of the agency's records, that the records proposed for disposal in this Request of _____ 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, if required under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies, is attached

A GAO concurrence is attached, or is unnecessary

B DATE

1/21/88

C SIGNATURE OF AGENCY REPRESENTATIVE

Kathleen Lannon

D TITLE

Chief, FAAM/RM

7
ITEM
NO

8 DESCRIPTION OF ITEM
(With Inclusive Dates or Retention Periods)

9 GRS OR
SUPERSEDED
JOB
CITATION

10 ACTION
TAKEN
(NARS USE
ONLY)

1

Name Files, 1952-60 Correspondence, inter- and intra-departmental memorandums, memorandums of conversation, FBI and SY reports, copies of telegrams, airgrams, and despatches, and other material relating to individuals and organizations.

WNRC Acc. No 59-65A610 boxes 538-541
WNRC Acc. No 59-66A1149 boxes 1039-1079

Volume: 45 feet
Annual accumulation. 0

PERMANENT Transfer to the National Archives immediately

2.

Subject Files, 1946-77 Correspondence, reports, memorandums of conversation, inter- and intra-departmental memorandums, orders, copies of telegrams, airgrams, and despatches, regulations,

REQUEST FOR RECORDS DISPOSITION AUTHORITY – CONTINUATION

JOB NO

PAGE
2 OF 2

7 ITEM NO	8 DESCRIPTION OF ITEM <i>(With Inclusive Dates or Retention Periods)</i>	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN <i>(NARS USE ONLY)</i>
	<p>and other material relating to the duties, functions, activities, and responsibilities of the Bureau of Security and Consular Affairs.</p> <p>a. Records dating from 1944-60.</p> <p style="padding-left: 40px;">WNRC Acc No. 59-69A6308 boxes 441-499 WNRC Acc No. 59-71A2100 boxes 110-124</p> <p>Volume: 74 feet Annual accumulation: 0</p> <p>PERMANENT Transfer to the National Archives immediately</p> <p>b Records dating from 1961-77.</p> <p>Volume: 67 feet Annual accumulation: 0</p> <p>PERMANENT. Transfer to the Washington National Records Center immediately. Transfer to the National Archives in blocks when 30 years old or sooner if negotiated with NARA.</p>		
3	<p>Miscellaneous Subject Files, 1952-52. Correspondence, inter- and intra-departmental memorandums, reports, copies of telegrams, airmgrams, and despatches, and other material relating to the activities of the bureau</p> <p style="padding-left: 40px;">WNRC Acc. No. 59-63A389 boxes 330-331 WNRC Acc. No. 59-65A185 box 302 WNRC Acc No. 59-65A610 boxes 542-544 WNRC Acc No 59-66A363 box 812</p> <p>Volume: 7 feet Annual accumulation 0</p> <p>PERMANENT Transfer to the National Archives immediately</p>		
4	<p>Tourism File, 1953-60. Newspaper clippings, press releases, intra-departmental memorandums, Congressional documents, and other material relating to the promotion of tourism, the Intra-departmental Travel Policy Committee, travel policy and other related subjects.</p> <p style="padding-left: 40px;">WNRC Acc No 59-66A1149 box 1080</p> <p>Destroy immediately.</p>		