

REQUEST FOR RECORDS DISPOSITION AUTHORITY (See Instructions on reverse)		LEAVE BLANK	
TO: GENERAL SERVICES ADMINISTRATION NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408		JOB NO.	<i>NI-59-91-12</i>
1. FROM (Agency or establishment) DEPARTMENT OF STATE		DATE RECEIVED	<i>11/3-90</i>
2. MAJOR SUBDIVISION Policy Planning Staff		NOTIFICATION TO AGENCY	
3. MINOR SUBDIVISION		In accordance with the provisions of 44 U.S.C. 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disposal request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.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	ARCHIVIST OF THE UNITED STATES
		<i>1/16/91</i>	

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 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, 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	C. SIGNATURE OF AGENCY REPRESENTATIVE	D. TITLE
11/8/90		Chief, Records Service Center

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 GRS OR SUPERSEDED JOB CITATION	10.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.	<p>RECORDS RELATING TO PARTICIPATION IN THE NATIONAL SECURITY COUNCIL</p> <p><u>Alphabetical File, 1948-1961.</u></p> <p>Arranged alphabetically by subject or country name. Memorandums, reports, drafts, policy statements, correspondence, telegrams, briefing material, notes, chits, processed documents, and progress reports. Files relate to Policy planning Staff input for Department of State participation in the National Security Council.</p> <p>Volume on hand: 39 feet Annual accumulation: 0</p> <p>RSC boxes 2490-2506 (Lot 61D167) and 2507-2528 (Lot 62D1 [partial])</p> <p>PERMANENT. Transfer to the National Archives immediately.</p>		
<i>Copies sent to NN-W, NNT 1-18-91</i>			

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2.	<p><u>Planning Board Members Numerical File, 1947-1961.</u></p> <p>Arranged numerically by NSC policy paper number. Memorandums, reports, and processed documents. Also included is a card index arranged by document number. Files cover National Security Council discussions and deliberations.</p> <p>Volume on hand: 15 feet Annual accumulation: 0</p> <p>RSC boxes 2529-2543 (Lot 62D1 [partial])</p> <p>PERMANENT. Transfer to the National Archives immediately.</p>		
3.	<p><u>Miscellaneous Files, 1947-1961.</u></p> <p>Arranged by subject or type of record. Correspondence, reports, memorandums, notes, chits, records of meetings, and special compilations. Files cover general national security policies, implementation of NSC papers, NSC organization and procedures, and meetings.</p> <p>Volume on hand: 3 feet Annual accumulation: 0</p> <p>RSC boxes 2544-2546 (Lot 62D1 [partial])</p> <p>PERMANENT. Transfer to the National Archives immediately.</p>		
4.	<p><u>Registers of Destruction of Classified Material and Top Secret Accounting and Control Files, 1947-1961.</u></p> <p>Registers and T.S. cover sheets.</p> <p>RSC boxes 2547-2549 (Lot 62D1 [partial])</p> <p>Destroy immediately.</p> <p>FILES OF CARLTON SAVAGE</p>	<p>GRS 18/4 GRS 18/5a</p>	
5.	<p><u>Subject Files, 1935-1962.</u></p> <p>Arranged by subject. Memorandums, press releases, memorandums of conversation, aides memoir, correspondence, clippings, telegrams, despatches, notes, chits, "official-informal" correspondence,</p>		

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6.	<p>and other material relating to World War II issues, neutrality, neutrality legislation, and the United Nations, various countries, and individuals.</p> <p>Volume on hand: 8 feet Annual accumulation: 0</p> <p>RSC boxes 6264-6271 (Lot 71D293 [partial])</p> <p>PERMANENT. Transfer to the National Archives immediately.</p> <p><u>Chronological File, 1947-1962.</u></p> <p>Arranged chronologically. Correspondence, reports, memorandums, notes, chits, and other material. Files relate to the duties, responsibilities and activities of Carlton Savage.</p> <p>Volume: 1/2 foot Annual accumulation: 0</p> <p>RSC box 6272 (partial) (Lot 71D293 [partial])</p> <p>PERMANENT. Transfer to the National Archives immediately.</p>		