

<b>REQUEST FOR RECORDS DISPOSITION AUTHORITY</b> <i>(See Instructions on reverse)</i>		LEAVE BLANK	
TO: <b>GENERAL SERVICES ADMINISTRATION</b> <b>NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408</b>		JOB NO.	<i>NI-59-91-14</i>
1. FROM (Agency or establishment) <b>DEPARTMENT OF STATE</b>		DATE RECEIVED	<i>12-10-90</i>
2. MAJOR SUBDIVISION <b>Under Secretary for Political Affairs</b>		NOTIFICATION TO AGENCY	
3. MINOR SUBDIVISION <b>Operations Coordinator</b>		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disposal request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.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>11/16/91</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 \_\_\_\_\_ 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
<i>11/26/90</i>		Chief, Records Service Center

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 GRS OR SUPERSEDED JOB CITATION	10.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>
1.	<p><b><u>Subject Files (Administrative Files), 1953-1961.</u></b></p> <p>Arranged alphabetically by subject. Memorandums, extracts, notes and excerpts, briefing material, drafts, guidances, reports, chits, notes, correspondence, telegrams, documents, minutes of meetings, clippings, intelligence estimates, and other material. Records relate to organization, activities, policies, plans, and activities of the Operations Coordinating Board.</p> <p>Volume on hand: 12 feet Annual accumulation: 0</p> <p>Lot 61D385 RSC boxes 2464-2473 and 2482-2483</p> <p>PERMANENT. Transfer to the National Archives immediately.</p> <p><i>Copies sent to NNW, NAT 1/18/91</i></p>		

REQUEST FOR RECORDS DISPOSITION AUTHORITY - CONTINUATION		JOB NO.	PAGE OF
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)
2.	<p><b><u>Country and Regional Files, 1953-1961.</u></b></p> <p>Arranged alphabetically by name of country. Memorandums, chits, notes, extracts, notes of meetings, drafts, telegrams, reports, documents, clippings, briefing material, intelligence estimates, correspondence, and operations plans. Records document activities of the Operations Coordinating Board as they relate to specific countries and regions.</p> <p>Volume on hand: 8 feet Annual accumulation: 0</p> <p>Lot 61D385 RSC boxes 2474-2481</p> <p>PERMANENT. Transfer to the National Archives immediately.</p>		
3.	<p><b><u>Top Secret Cover Sheets.</u></b></p> <p>DS-747s for Top Secret documents that have been destroyed.</p> <p>Lot 61D385 RSC box 2484</p> <p>Destroy immediately.</p>	GRS 18, Item 5(b)	
4.	<p><b><u>Miscellaneous Files, 1953-1961.</u></b></p> <p>Arranged by subject or type of records. Memorandums, reports, notes, chits, correspondence, minutes and notes of meetings, excerpts, extracts, agendas, and other material. Also included is a chronological file. Records cover a variety of subjects including meetings, procedures, history, organization, and reorganization of the Operations Coordinating Board.</p> <p>Volume on hand: 4 feet Annual accumulation: 0</p> <p>Lot 61D385 boxes 2485-2488</p> <p>PERMANENT. Transfer to the National Archives immediately.</p>		