

REQUEST FOR RECORDS DISPOSAL AUTHORITY
(See Instructions on reverse)

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| LEAVE BLANK | |
| JOB NO NC 1-59-77-22 | |
| DATE RECEIVED 31 MAY 1977 | |
| NOTIFICATION TO AGENCY In accordance with the provisions of 44 U.S.C. 3303a the disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10. | |
| 6-3-77 Date | <i>James B. Rhoads</i> Archivist of the United States |

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

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|-----------------------------------------------------------------|--------------------------------|
| 1. FROM (AGENCY OR ESTABLISHMENT) Department of State | |
| 2. MAJOR SUBDIVISION Chief of Protocol | |
| 3. MINOR SUBDIVISION Diplomatic and Consular Liaison | |
| 4. NAME OF PERSON WITH WHOM TO CONFER Alice L. Harris | 5. TEL. EXT 632-8806 |

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 1 page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified.

- A** Request for immediate disposal.
- B** Request for disposal after a specified period of time or request for permanent retention.

| | | |
|---------------------------|-----------------------------------------------------------------------------------------------------------|----------------------------------------------------|
| C. DATE 5/25/77 | D. SIGNATURE OF AGENCY REPRESENTATIVE <i>William F. Farrell, Jr.</i> William F. Farrell, Jr. | E. TITLE Chief, Records Management Staff |
|---------------------------|-----------------------------------------------------------------------------------------------------------|----------------------------------------------------|

| 7. ITEM NO. | 8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods) | 9. SAMPLE OR JOB NO. | 10. ACTION TAKEN |
|-------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------|------------------|
| 1. | <p>Protection of Foreign Dignitaries and other Official Personnel.</p> <p>Consists of all correspondence pertaining to the notification of Foreign Officials visiting the United States and designations of official guests.</p> <p align="center">DESTROY WHEN 3 YEARS OLD.</p> | | |

1 item

115-107 *copies to NNF and Agency
dis plw 6/6/77*