

REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

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

1. FROM (AGENCY OR ESTABLISHMENT)
Agency for International Development

2. MAJOR SUBDIVISION
Bureau for Africa

3. MINOR SUBDIVISION
Office of Development Planning

4. NAME OF PERSON WITH WHOM TO CONFER
Robert E. Gibson

5. TEL. EXT
235-2934

LEAVE BLANK	
JOB NO	NC1-286-83-20
DATE RECEIVED	1-11-83
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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10.	
4-10-83	WITHDRAWN
Date	Archivist of the United States

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 2 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 1/11/83	D. SIGNATURE OF AGENCY REPRESENTATIVE <i>David M. League</i>	E. TITLE Agency Records Management Officer
---------------------------	---	--

7. ITEM NO	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO	10. ACTION TAKEN
1	<u>Policy Planning, Evaluation, and Economic Analysis Division, AFR/DP/PPEA</u> CHRONOLOGICAL FILES - General Correspondence. These are chron files consisting of letters, memoranda and other non-telegraphic communications media. Files are normally maintained by date of issuance and are kept, for the most part, as "easy reference" files. DISPOSITION: Cut off at the end of the fiscal year, retain in active office space. Destroy when (1) year old or sooner if no longer needed for reference.	NC1-286-82-2 Item 2A	WITHDRAWN
2	<u>COUNTRY FILES</u> This series documents policy planning, evaluation and economic analysis for individual countries in the Africa Bureau. The files are maintained alphabetically by country. Folder content consists of copies of: Annual Budget Submission, Country Strategy Development Statement, Issue Papers, International Monetary Fund Report, Economic Reports, World bank reports, Staff appraisal report, International Bank for Reconstruction and Development Project Performance, Audit report, Newspaper clippings and project papers.		3 items

REQUEST FOR AUTHORITY TO DISPOSE OF RECORDS—Continuation Sheet

7. ITEM NO.	8. DESCRIPTION OF ITEM (WITH INCLUSIVE DATES OR RETENTION PERIODS)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
3	<p><u>DISPOSITION:</u> Cut off file at end of the fiscal year, retain in office space for additional two years then retire to WNRC. Destroy when 5 years old.</p> <p><u>GENERAL SUBJECT FILES</u></p> <p>This series documents a miscellany of subjects not covered elsewhere in this office's records. The majority of subjects covered are administrative in nature and the files are used for short term (1-2 years) reference. The files are maintained chronologically within folders with individual folders allotted to discrete subjects, such as <u>CADA</u> (Consented action for Development in Africa) folder content consists of copies of letters, memos, printed matter, reports, etc.</p> <p><u>World Bank Family</u> contains papers, clippings, reports and correspondence concerning various segments of World Bank such as IMF, IBRD, IFC, etc.</p> <p>Folders headed A1-A-50 containing such subjects as overall aid AID untying, cofinancing, other donors, European Communities, European Economic Communities Collaboration. Cost benefit analysis and shadow pricing, OPEC and others.</p> <p><u>DISPOSITION:</u> Cut off file at end of fiscal year. Retain in active office space for additional two years then destroy. Do not retire these files.</p>		