

REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

LEAVE BLANK

JOB NO

NI-434-89-5

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

DATE RECEIVED

4/4/89

1 FROM (Agency or establishment)

Department of Energy

NOTIFICATION TO AGENCY

2 MAJOR SUBDIVISION

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disposal request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.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.

3 MINOR SUBDIVISION

4 NAME OF PERSON WITH WHOM TO CONFER

5 TELEPHONE EXT

DATE

ARCHIVIST OF THE UNITED STATES

Edward Nugent

586-3288

2/7/89



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

4/4/89



Departmental Records Officer

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9 GRS OR SUPERSEDED JOB CITATION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

Oil Import Administration (OIA) Records, 1957-71
Chronological Files. This file contains copies of the OIA administrator's outgoing correspondence. All areas of OIA program responsibility are covered. Correspondents include oil companies, trade associations, and government officials. Disposition: Permanent. Transfer to the National Archives immediately. WNRC accession 434-72A6599, boxes 27-30.

2

Press Releases. Mimeographed statements concerning OIA programs and policies. The releases also provide OIA comments concerning foreign and domestic oil production and importation. Disposition: Permanent. Transfer to the National Archives immediately. WNRC accession 434-72A6599, boxes 31-32.

3

Rulemaking Comments. Letters and telegrams from oil producers, refiners, and importers relating to proposed OIA regulations. Disposition: Destroy immediately. WNRC accession 434-72A6599, boxes 33-36.

Copies sent to recipient 7/12/89

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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)
4	Hearing Transcripts. OIA hearings relating to oil importation allocation requests. Included are transcribed oral and written arguments, questions and answers, and statistical summaries. <u>Disposition: Destroy immediately.</u> WNRC accession 434-72A6599, boxes 37-44.		
5	Small Quantity Authorizations. Requests for import license exemption for small amounts of oil and petroleum products. <u>Disposition: Destroy immediately.</u> WNRC accession 434-72A6599, boxes 45-46.		
6	Oil Import Allocations (#2 Copies). These are chronologically arranged copies of commercial import licenses. <u>Disposition: Destroy immediately.</u> WNRC accession 434-72A6599, boxes 47-53.		
7	Comments and Objections. Correspondence from oil companies and trade associations, members of congress, state officials, and other interested parties relating to OIA policy and U.S. oil imports in general. Some letters were referred to OIA from the president, interior secretary, or other federal officials. Some newspaper clippings are present. <u>Disposition: Destroy immediately.</u> WNRC accession 434-72A6599, boxes 54-60 and 62-65.		
8	White House Correspondence. This item contains information associated with the President's Special Committee to Investigate Crude Oil Imports (1957-59). Present are preliminary and final reports, report comments, and presidential memos. Also included are white house comments and referrals concerning OIA policy. <u>Disposition: Permanent.</u> Transfer to the National Archives immediately. WNRC accession 434-72A6599, box 61.		
9	Federal Register Citations. Consists of typescript and printed copies of OIA rules, notices, and regulations appearing in the <u>Federal Register.</u> <u>Disposition: Destroy immediately.</u> WNRC accession 434-72A6599, box 66.		

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10	Oil Imports Appeal Board (OIAB) Decisions. OIAB rulings on company petitions. Arranged alphabetically by name of company. <u>Disposition: Permanent.</u> Transfer to the National Archives immediately. WNRC accession 434-72A6599, box 67.		
11	Potential Importers. Requests for import quota applications, copies of regulations, and answers to basic questions concerning OIA policy. <u>Disposition: Destroy immediately.</u> WNRC accession 434-72A6599, boxes 68-72.		
12	Importers Correspondence. Incoming and outgoing OIA correspondence with oil companies. Subjects include appeals of OIA/OIAB decisions; OIA inspection of oil facilities; and application of OIA regulations and procedures. <u>Disposition: Permanent.</u> Transfer to the National Archives immediately. WNRC accession 434-72A6599, boxes 73-99.		
13	General Files. Subject file covering OIA policy and program matters. Included are task force reports, correspondence with other federal agencies, interpretations of allocation guidelines, and background information on residual fuel oil and petrochemical imports. <u>Disposition: Permanent.</u> Transfer to the National Archives immediately. WNRC accession 434-72A6599, boxes 100-104.		