

REQUEST FOR RECORDS DISPOSITION AUTHORITY <i>(See Instructions on reverse)</i>		SAVE BLANK (NARA use only)	
TO: NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) WASHINGTON, DC 20408		JOB NUMBER NI-59-03-2	
1. FROM (Agency or establishment) Department of State		DATE RECEIVED 10/21/02	
2. MAJOR SUBDIVISION Bureau of Public Affairs		NOTIFICATION TO AGENCY	
3. MINOR SUBDIVISION Office of the Historian (PA/HO)		In accordance with the provisions of 44 U.S.C. 3303a the disposition request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.	
4. NAME OF PERSON WITH WHOM TO CONFER Alice S. Ritchie	5. TELEPHONE (202) 261-8511	DATE 3-3-03	ARCHIVIST OF THE UNITED STATES <i>[Signature]</i>

6. AGENCY CERTIFICATION
I hereby certify that I am authorized to act for this agency in matters pertaining to the disposition of its records and that the records proposed for disposal on the attached 1 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, under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies,

is not required; is attached; or has been requested.

DATE 10/9/02	SIGNATURE OF AGENCY REPRESENTATIVE Margaret G. Peppe <i>Margaret G. Peppe</i>	TITLE Division Chief, A/RPS/IPS/PP
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7. ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
1	See continuation page.		

**Bureau of Public Affairs
Office of the Historian (PA/HO)**

**Records of the Joint USA-USSR Documentary Publication Project on Russian-American Relations,
1816-1865**

1. General Files, 1986-1990

Memorandums, telegrams, notes, background information, reports, documents, minutes of meetings, files of documents selected for the proposed publication, and other material.

PERMANENT. Retire to Records Service Center immediately for transfer to WNRC. Transfer to the National Archives in 2015.

2. Card Files, n.d.

Bibliographic and biographic notes cards.

TEMPORARY. Destroy immediately.

3. Microfilm Copies of Documents, 1816-1865

Copies of documents from the National Archives and other institutions used as source material for the proposed publication.

TEMPORARY. Destroy immediately.

Department of State History

4. General Files

Memorandums, reports, documents, drafts, and other material relating to a proposed short bicentennial history of the Department of State.

TEMPORARY. Destroy immediately.