

<b>Request for Records Disposition Authority</b> (See Instructions on reverse)		<b>Leave Blank (NARA Use Only)</b>	
To: National Archives and Records Administration (NIR) Washington, DC 20408		Job Number N1-059-10-6	Date Received 11/13/09
1. From: (Agency or establishment) Department of State		<b>Notification to Agency</b> 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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.	
2. Major Subdivision Office of the Secretary			
3. Minor Subdivision Conflict & Stabilization Operations <del>Coordinator for Reconstruction and Stabilization (S/CRS)</del> (G/CSO)		Date 17 Nov 11	Archivist of the United States 
4. Name of Person with whom to confer Katherine G Kirkpatrick		5. Telephone (include area code) (202) 261-8426	

**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 \_\_\_\_\_ 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       has been requested

Signature of Agency Representative: Title: Agency Records Officer Date (mm/dd/yyyy): 10-05-2009

7. Item Number	8. Description of Item and Proposed Disposition	9. GRS or Superseded Job Citation	10. Action taken (NARA Use Only)
	Conflict & Stabilization Operations <del>Coordinator for Reconstruction and Stabilization external website</del> (S/CRS) (G/CSO) ( <a href="http://www.crs.state.gov">http://www.crs.state.gov</a> ) See continuation pages  See email dated 12/15/11 for organizational name change.		

Conflict & Stabilization  
Operations (G/CSO)

## Conflict & Stabilization Operations (G/CSO)

The ~~Office of the Coordinator for Reconstruction and Stabilization (S/CRS)~~ Web site is tailored for U.S. Government and non-government organizations that focus on reconstruction and stabilization issues. It is designed to provide information about the activities of the ~~S/CRS~~ G/CSO. G/CSO leads and coordinates U.S. Government planning, and institutionalize U.S. capacity, to help stabilize and reconstruct societies in transition from conflict or civil strife so they can reach a sustainable path toward peace, democracy and a market economy. The site changes frequently depending on the activity of the office. Some editing takes place daily and at other times there is a large expansion of content when a large portion of information is developed and goes live on the site.

The program that generates the website is PortalX, which is maintained by the Department's Bureau of Information Resource Management.

G/CSO

### 1. S/CRS Website Content Records

Contains PowerPoint slide presentations about the office, division write-ups, policy coordinating committee write-ups, academic outreach pages, lessons learned pages, and a country engagement section.

Disposition: TEMPORARY. Delete when no longer needed for reference.

DispAuthNo: New item

### Web Management and Operations Records

User E-Mail Documents

E-mail messages that contain e-mail addresses of users who submit information for mailing list purposes, or for submitting resumes for consideration in the future expansion of the office. Also contains feedback comments to the webmaster. Messages are maintained in an Outlook folder titled User Responses, which is maintained by the webmaster.

Disposition: TEMPORARY. Hold in Outlook folder for 5 years and then delete.

DispAuthNo:

## Website Directory

Contains a file listing of when pages/files/images were last updated. The directory is designed to mirror intuitively the makeup of the website that the user sees. Once removed/deleted, no further listing of these files remains in the directory.

Disposition: TEMPORARY. Delete when no longer needed for reference.

DispAuthNo:

November 1, 2011