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|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------|--------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------|--|
| <b>REQUEST FOR RECORDS DISPOSITION AUTHORITY</b>                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                                |                                      | JOB NUMBER<br>N1-059-11-006                                                                                                                                                                                                                      |                                                    |  |
| To NATIONAL ARCHIVES & RECORDS ADMINISTRATION<br>8601 ADELPHI ROAD COLLEGE PARK, MD 20740-6001                                                                                                                                                                                                                                                                                                                                                                                                |                                                |                                      | Date received                                                                                                                                                                                                                                    |                                                    |  |
| 1 FROM (Agency or establishment)<br>U S Department of State                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                                |                                      | <b>NOTIFICATION TO AGENCY</b><br><br>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<br>Bureau of Consular Affairs                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                                |                                      |                                                                                                                                                                                                                                                  |                                                    |  |
| 3 MINOR SUBDIVISION<br>Passport Services (PPT)                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                                |                                      |                                                                                                                                                                                                                                                  |                                                    |  |
| 4 NAME OF PERSON WITH WHOM TO CONFER<br>William P Fischer                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                | 5 TELEPHONE NUMBER<br>(202) 261-8369 | DATE<br>2/29/12                                                                                                                                                                                                                                  | ARCHIVIST OF THE UNITED STATES<br><b>WITHDRAWN</b> |  |
| 6 AGENCY CERTIFICATION<br>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 needed now for the business for 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, |                                                |                                      |                                                                                                                                                                                                                                                  |                                                    |  |
| <input checked="" type="checkbox"/> is not required <input type="checkbox"/> is attached, or <input type="checkbox"/> has been requested                                                                                                                                                                                                                                                                                                                                                      |                                                |                                      |                                                                                                                                                                                                                                                  |                                                    |  |
| DATE                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                | SIGNATURE OF AGENCY REPRESENTATIVE   |                                                                                                                                                                                                                                                  | TITLE                                              |  |
| 7 ITEM NO                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | 8 DESCRIPTION OF ITEM AND PROPOSED DISPOSITION | 9 GRS OR SUPERSEDED JOB CITATION     | 10 ACTION TAKEN (NARA USE ONLY)                                                                                                                                                                                                                  |                                                    |  |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | Passport Case Files (Optical Disks)            |                                      |                                                                                                                                                                                                                                                  |                                                    |  |

**Bureau of Consular Affairs, Passport Services (PPT)  
Records Disposition Schedule**

**Passport Case Files (Optical Disks)**

**1. Passport Case Files (Optical Disks)**

**Description:** Optical disks of passport applications with photograph attached, applications for amendments, extension or renewal of passports, and related correspondence

**Disposition:** TBD

**DispAuthNo.:** PENDING

**Supersedes:**