

REQUEST FOR RECORDS DISPOSITION AUTHORITY <i>(See Instructions on reverse)</i>		LEAVE BLANK	
TO: GENERAL SERVICES ADMINISTRATION NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408		JOB NO.	N1-59-89-1
1. FROM (Agency or establishment) DEPARTMENT OF STATE		DATE RECEIVED	5/12/89
2. MAJOR SUBDIVISION Bureau of Human Rights and Humanitarian		NOTIFICATION TO AGENCY	
3. MINOR SUBDIVISION Affairs		In accordance with the provisions of 44 U.S.C. 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disposal request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.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.	
4. NAME OF PERSON WITH WHOM TO CONFER Betty Bates	5. TELEPHONE EXT. 647-6018	DATE 5/18/89	ARCHIVIST OF THE UNITED STATES <i>C. Lawrence</i>
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 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, 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 5/3/89	C. SIGNATURE OF AGENCY REPRESENTATIVE <i>Kathleen M. Lannon</i> Kathleen M. Lannon	D. TITLE <i>Chief, Records Management</i> Chief, Records Management
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7. ITEM NO.	8. DESCRIPTION OF ITEM <i>(With Inclusive Dates or Retention Periods)</i>	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN <i>(NARS USE ONLY)</i>
1.	<p><u>Human Rights and Humanitarian Affairs Country Files.</u></p> <p>Arranged by name of country or region. Correspondence, telegrams, airgrams, memorandums, statements, testimony, and other documentation pertaining to Human Rights and Humanitarian Affairs in individual countries or regions.</p> <p>Volume on hand: 140 feet Annual accumulation: 15-20 feet</p> <p>PERMANENT. Transfer to WNRC when 3 years old. Transfer to the National Archives when 25 years old in 5 year blocks.</p> <p>PERMANENT. Retire to FAIM/RSC when 3 years old. Transfer to the National Archives when 25 years old in 5 year blocks.</p>	<p>NC1-59-82-7/1</p> <p>NC1-59-82-7/1</p>	

Copies sent to agency NCF, NNR, NNT 5/22/89