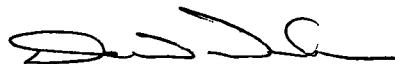


REQUEST FOR RECORDS DISPOSITION AUTHORITY <i>(See Instructions on reverse)</i>		LEAVE BLANK	
		JOB NO	N1-59-89-36
TO GENERAL SERVICES ADMINISTRATION NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408		DATE RECEIVED	6/19/89
1 FROM (Agency or establishment) DEPARTMENT OF STATE		NOTIFICATION TO AGENCY	
2 MAJOR SUBDIVISION Legislative Affairs		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disposal request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.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 Betty Bates	5 TELEPHONE EXT 647-6018	DATE 6/30/89	ARCHIVIST OF THE UNITED STATES 

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 11/7/88	C SIGNATURE OF AGENCY REPRESENTATIVE 	D TITLE Kathleen M. Lannon, 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	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN 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>ASSISTANT SECRETARY FOR LEGISLATIVE AFFAIRS</p> <p>Subject File. Arranged by subject. Memoranda, memoranda of conversation, briefing memoranda, action memorandums, briefing books, position papers, reports, drafts, testimony, transcripts, correspondence, telegrams, airgrams, notes, and other documentation relating to the activities of the Assistant Secretary for Legislative Affairs and Department of State relations with Congress.</p> <p>Volume on hand: 18 feet (since 1949) Annual accumulation: 2-3 feet</p> <p>PERMANENT. Cut off at the end of the calendar year and transfer to the Records Service Center (RSC) Transfer to WNRC when 5 years old. Transfer to the National Archives in 5 year blocks when 30 years old.</p>		