


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=59-90-1	DATE RECEIVED 3/28/90
1 FROM (Agency or establishment) DEPARTMENT OF STATE		NOTIFICATION TO AGENCY 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disposal request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.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.	
2 MAJOR SUBDIVISION Bureau of Educational and Cultural Affairs			
3 MINOR SUBDIVISION			
4 NAME OF PERSON WITH WHOM TO CONFER	5 TELEPHONE EXT	DATE 4/6/90	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 _____ 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 3/19/90	C SIGNATURE OF AGENCY REPRESENTATIVE 	D TITLE Chief, RM
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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	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN 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>ASSISTANT SECRETARY FOR EDUCATIONAL AND CULTURAL AFFAIRS</u></p> <p><u>Subject Files, 1960-1978.</u></p> <p>Arranged by subject. Reports, agendas, minutes of meetings, memorandums, correspondence, chits, notes, briefing papers, telegrams, memorandums of conversation, "official-informal" correspondence, and other material. Records cover the educational and cultural affairs program of the Department of State.</p> <p>Records include but are not limited to the following:</p> <p style="margin-left: 40px;"> WNRC Acc. No. 59-66A363 boxes 54-55 WNRC Acc. No. 59-64A561 box 1 WNRC Acc. No. 59-65A610 boxes 7-9 WNRC Acc. No. 59-67A1305 box 14 WNRC Acc. No. 59-70A4521 boxes 19-21 WNRC Acc. No. 59-72A6248 boxes 14-19 WNRC Acc. No. 59-73-80 box 1 </p>		

REQUEST FOR RECORDS DISPOSITION AUTHORITY – CONTINUATION		JOB NO N1-59-90-1	PAGE 2 OF 2
7 ITEM NO	8 DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARS USE ONLY)
2.	<p>PERMANENT. Transfer to the National Archives when 30 years old or along with related block of central files, whichever is sooner.</p> <p><u>Records Relating to the International Cooperation Year, 1964-1967.</u></p> <p>Arranged by subject. Correspondence, reports, memorandums, minutes of meetings, summary reports, transcripts, notes, and other material. Records relate to the International Cooperation Year (ICY).</p> <p>WNRC Acc. No. 59-70A4521 boxes 8-9</p> <p>PERMANENT. Transfer to the National Archives in 1999 or sooner if negotiated between the National Archives and the Department of State.</p> <p>POLICY AND COORDINATION STAFF</p>		
3.	<p><u>Subject Files, 1954-1961.</u></p> <p>Arranged by subject. Memorandums, memorandums of conversation, correspondence, reports, telegrams, chits, notes, and other material. Records relate to the general U.S. educational and cultural affairs program.</p> <p>WNRC Acc. No. 59-65A610 boxes 3-6</p> <p>PERMANENT. Transfer to the National Archives in 1993 or sooner if negotiated between the National Archives and the Department of State.</p>		