


REQUEST FOR RECORDS DISPOSITION AUTHORITY

(See Instructions on reverse)

LEAVE BLANK (NARA use only)

JOB NUMBER <i>NI-5992-4</i>	
DATE RECEIVED <i>12-12-91</i>	
NOTIFICATION TO AGENCY	
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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.	
DATE <i>4/15/92</i>	ARCHIVIST OF THE UNITED STATES 

TO: NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) WASHINGTON, DC 20408	
1. FROM (Agency or establishment) Department of State	
2. MAJOR SUBDIVISION Refugee Program	
3. MINOR SUBDIVISION RP/COMPT	
4. NAME OF PERSON WITH WHOM TO CONFER Pat Magin	5. TELEPHONE 647-6021

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 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, under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies,

is not required; is attached; or has been requested.

DATE <i>11/20/91</i>	SIGNATURE OF AGENCY REPRESENTATIVE <i>Kenneth F. Rossman</i>	TITLE Kenneth F. Rossman, Chief Records Management
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7. ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
1.	<p>Cooperative Agreements on Overseas Programs</p> <p>Agreements, cables, memos, financial documentation, amendments, contractor's reports, etc. pertaining to agreements between the Department and American or international organizations.</p> <p>Retire to RSC at the end of fiscal year in which all financial transactions are completed. Destroy 6 years and 3 months after final payment.</p>		
2.	<p>Contributions to International Organizations</p> <p>Memos, cables, purchase orders, reports, and appeals that identify contributions obligated by the Department of State to international organizations.</p> <p>Retire to RSC 3 years after end of fiscal year in which obligations were completed. Destroy when 10 years old.</p>		

Copy sent to Agency 4/16/92