

REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

TO: NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR)
 WASHINGTON, DC 20408

1. FROM (Agency or establishment)
 DEPARTMENT OF STATE

2. MAJOR SUBDIVISION
 Bureau of Public Affairs

3. MINOR SUBDIVISION
 Office of the Historian

4. NAME OF PERSON WITH WHOM TO CONFER
 Betty Bates

5. TELEPHONE
 (202) 647-6018

LEAVE BLANK (NARA use only)

JOB NUMBER
 N1-59-92-15

DATE RECEIVED
 12/28/92

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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.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 *Acting*
 ARCHIVIST OF THE UNITED STATES
Credy Huskamp Peterson

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 3 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 12/21/92

SIGNATURE OF AGENCY REPRESENTATIVE
Kenneth F. Rossman
 Kenneth F. Rossman

TITLE
 Chief, Records Management Branch

7. ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
{1}	<p style="text-align: center;"><u>The Director</u></p> <p><u>Correspondence Files, 1944-1969.</u> Arranged alphabetically by name of correspondent, name of agency, or name of country. Correspondence, logs of correspondence, memorandums, memorandums of conversation, drafts, and other material relating to use of Department of State records. Specific topics include contacts with scholars, lawyers, and other countries interested in access to or copies of records, use by historians from other agencies, review of other agency manuscripts, downgrading of classified records, and access and use policies.</p> <p>WNRC Acc. No. 59-91-170 boxes 1-14. Lot 83D221 (partial).</p> <p>Destroy immediately.</p>		
{2}	<p><u>Chronological Files, 1946-1964 and 1970-1975.</u> Arranged chronologically or by type of records and thereunder chronologically. A</p> <p><i>Copies sent to agency, NN-W, NNT WCF, NIA 4/29/93</i></p>		

chronological drop file of all memorandums, reports of activities, annual reports, monthly reports, and correspondence, prepared in HO. Documentation relates to all facets of HO's activities.

WNRC Acc. No. 59-91-170 boxes 15-16.
Lot 83D221 (Partial).

Destroy immediately.

Adviser on Records Policy

- {3} Subject Files, 1945-1980. Arranged by subject. Memorandums, correspondence, reports, notes, chits, clippings, telegrams, memorandums of conversation, drafts, copies of documents, lists, finding aids, publications, material, and one roll of 35 mm microfilm of the Ciano Diaries. Files document the policies on access to records, inter-departmental cooperation, declassification of records, clearance of FRUS volumes, public use of records, aid to specific researchers, and finding aids to personal papers collections and records.

WNRC Acc. No. 59-91-172 boxes 1-20.
Lot 83D230.

- a. Records relating to policy matters.

PERMANENT. Transfer to the National Archives in 2000.

- b. All other records.

Screen out and destroy immediately.

Other records

- {4} Records Relating to the Compilation of the World War II Conference Volumes, 1947-1972. Arranged by subject (1-1/2 feet) or chronologically (2-1/2 feet). Correspondence, "official-informal" correspondence, memorandums, memorandums of conversation, telegrams, airgrams, instructions, notes,

chits, briefing materials, transcribed copies of documents, and other material relating to the preparation of the special volumes covering the World War II conferences in the series Foreign Relations of the United States.

WNRC Acc. No. 59-91-171.
Lot 83D222.

PERMANENT. Transfer to the National Archives immediately.

- {5} Records Relating to the German Documents Project, 1944-1983. Arranged under broad subject areas and thereunder by subject or chronologically. The broad categories are "4 Power Project," "German Documents Staff," "Advisory Committee on German Documents," "Documents on German Foreign Policy," and "German War Documents Conference." There are also two feet of miscellaneous subject files and related materials. Memorandums, notes, correspondence, "official-informal" correspondence, telegrams, airgrams, despatches, memorandums of conversation, reports, drafts, minutes of meetings, aides-memoir, diplomatic notes, publications, and other material relating to the publication Documents on German Foreign Policy.

WNRC Acc. No. 59-91-169.
Lot 78D441.

PERMANENT. Transfer to the National Archives immediately.