

REQUEST FOR RECORDS DISPOSITION AUTHORITY <i>(See Instructions on reverse)</i>		LEAVE BLANK (NARA use only)	
TO: NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) WASHINGTON, DC 20408		JOB NUMBER N1-59-94-12	DATE RECEIVED 1/3/94
1. FROM (Agency or establishment) Department of State		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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.	
2. MAJOR SUBDIVISION Under Secretary for Management			
3. MINOR SUBDIVISION Office of Foreign Missions (M/OFM)		DATE	ARCHIVIST OF THE UNITED STATES
4. NAME OF PERSON WITH WHOM TO CONFER	5. TELEPHONE	1/24/94	<i>James W. Moore</i>
Victoria A. Coffineau	202-647-6022		

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 _____ 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 12/13/93	SIGNATURE OF AGENCY REPRESENTATIVE <i>Kenneth L. Rossma</i>	TITLE Records Officer U.S. Department of State
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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 GRS OR SUPERSEDED JOB CITATION	10.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><u>Motor Vehicle Correspondence Files</u></p> <p>Consists of diplomatic notes, telegrams, and other correspondence on routine motor vehicle issues, i.e. licenses, parking violations, communications with local governments, etc., arranged by country.</p> <p>a. Parking and Driving Violations</p> <p>DISPOSITION: Destroy when 5 years old.</p> <p>b. Other Correspondence</p> <p>DISPOSITION: Destroy when 2 years old.</p>	N1-59-92-1	

Copy & send to agency 2/2/94 @