

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 Economic & Business Affairs

3. MINOR SUBDIVISION
 Office of Economic Sanctions Policy (EB/ESP)

4. NAME OF PERSON WITH WHOM TO CONFER | 5. TELEPHONE
 Marria Braden | 647-6011

LEAVE BLANK (NARA use only)

JOB NUMBER *N1-59-9429*

DATE RECEIVED *6/21/95*

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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.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 *7/28/95* | ARCHIVIST OF THE UNITED STATES
J. W. Paul

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 2 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 *6/16/95* | SIGNATURE OF AGENCY REPRESENTATIVE *Kenneth Rossman* | TITLE
 Department of State
 Records Officer

7. ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
1	<p>Economic Sanctions Policy Files - Arranged by country/subject</p> <p>Documents reflect the development and administration of Department policies including decisions on certain export license application requests concerning foreign policy controls. Included are telegrams, legislation, foreign policy trade control reports, briefings and speeches, press guidance, proposals, recommendations, committee meetings, legislation and related correspondence.</p> <p>DISPOSITION: Permanent. Block files annually. Transfer to RSC when 2 years old for transfer to the WNRC. Transfer to the National Archives when 30 years old.</p> <p><i>Copies sent to Agency, NCF NWT NIA 8/10/95</i></p>		

OFFICE OF ECONOMIC SANCTIONS POLICY

2. Export Control Case Files - Arranged by country/subject

Documents reflect foreign policy issues on export cases for the Departments of Commerce and Treasury. Included are license applications, meetings, strategic plans, foreign policy reviews, background papers, reports, export policies, security issues, license guidelines and related correspondence.

DISPOSITION: Place in inactive file when case is closed. Cut off inactive file at the end of the calendar year. Transfer to the RSC 2 years after cut off date for transfer to the WNRC. Destroy when 10 years old.

3. Case Finder

Automated data base system designed to provide status summary on export cases.

DISPOSITION: Print hard copy and place in inactive export control case file when case is closed.