

**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  
Transportation Affairs  
Office of Maritime and Land Transport

4. NAME OF PERSON WITH WHOM TO CONFER  
Marria Braden

5. TELEPHONE  
647-6011

**LEAVE BLANK (NARA use only)**

JOB NUMBER  
N1-59-9433

DATE RECEIVED  
2/3/95

**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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.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  
4-17-95

ARCHIVIST OF THE UNITED STATES  
*Grady 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  
2/1/95

SIGNATURE OF AGENCY REPRESENTATIVE  
*Kenneth L. Robinson*

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 GRS OR SUPERSEDED JOB CITATION	10.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)
	See attached	N1-43-88-2, item 1	

*Copies sent to agency, NCF, NNT, NIA 4/28/95*

**TRANSPORTATION AFFAIRS  
OFFICE OF MARITIME AND LAND TRANSPORT**

1. International Maritime and Land Transport Files - Arranged by country/subject

Documents reflect broad economic, political and technical problems involving shipping relations with countries abroad. Included are transport and investment issues, discussion papers, agendas and meetings, legislative developments, U.S. laws and regulations, U.S. policy, security and safety, imposed sanctions and violations, requests for inspections, proposed resolutions, newspaper and magazine articles, U.S. trade relations, maritime negotiations and background documentation, talks, proposed taxes and bills, financing, implementation of laws, debts, bilateral maritime consultations, maritime law enforcement, customs fees and passenger fee exemptions, impact assessments, executive summaries, export working group documents, maritime policy reform proposals, National Security Council (NSC) policy reviews, presidential review directives, discussion papers and related correspondence.

**DISPOSITION:** Permanent. Block files annually. Transfer to the RSC when 2 years old for transfer to the WNRC. Transfer to the National Archives when 30 years old.

2. Organization Files

Documents reflect multilateral activities with international and intergovernmental shipping organizations such as the Organization for Economic Cooperation and Development (OECD), the U.N. Conference on Trade and Development (UNCTAD) and the Federal Maritime Commission (FMC). Included are legislative referral memos on proposed testimonies and shipping issues, Federal Register notices, Federal Maritime Commission factfinding investigations, depositions and proposed rules, trade actions, amendments, travel itineraries, meetings, conference reports, consultations, newspaper and magazine articles, trade views, U.S. position papers, committee and subcommittee documents, delegation reports, security assessments, support measures, shipping policies, vessel and port security, foreign port assessments, strategy papers related correspondence.

**DISPOSITION:** Block files annually. Transfer to the RSC when 2 years old for transfer to the WNRC. Destroy when 10 years old.

### 3. Legislation Files - Arranged by congressional session

Documents reflect senate bills, house reports and house joint resolutions used for preparing comments on proposed shipping, trucking and railroad legislation. Included are legislative referrals, congressional records, congressional sessions, text of maritime bills, proposed policy resolutions, maritime reform act, authorizations and appropriations, DOS views on maritime bills, shipbuilding reform act, proposed reports, newspaper and magazine articles and related correspondence.

**DISPOSITION:** Review files annually. Transfer congressional reports no longer needed for current operations to the RSC for transfer to the WNRC. Destroy when 10 years old.

### 4. Longshore Activities File

Documents reflect foreign prohibitions on Longshore Work by U.S. Nationals. Included are list of countries that prohibit U.S. marines from performing longshore work; i.e., activities associated with loading and discharging cargo from a ship, public notices, comments on DOS's proposed rulemaking, position papers, congressionals, longshore activities by crews of U.S. ships and related correspondence.

**DISPOSITION:** Permanent. Transfer to the RSC in 5 year blocks for transfer to the WNRC. Transfer to the National Archives when 30 years old.

### 5. Shipbuilding Files - Arranged by country/subject

Documents reflect the assurance that domestic shipyards can compete effectively in the international shipbuilding market. Included are OECD Council working group on shipbuilding, executive summaries, U.S. delegation clearances, shipbuilding industry work group, shipbuilding subsidy reports, shipbuilding disputes, investment issues, program plans to assist domestic shipyard to compete internationally, OECD shipbuilding negotiations, Federal Maritime Commission subsidy cases, U.S. position on negotiations, testimonies, shipbuilding subsidy agreements, Shipbuilders Council of America chronicles, U.S. International Trade Commission (ITC) investigations, meetings and talks, maritime transport policy and practices, option papers, briefing materials, background papers, proposals, history of shipbuilding industry and related correspondence.

**DISPOSITION:** Permanent. Block files annually. Transfer to the RSC when 7 years old for transfer to the WNRC. Transfer to the National Archives when 30 years old.