

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 N1-59-95-8	DATE RECEIVED 6/30/95
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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.	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 Bureau of Legislative Affairs (H)			
3. MINOR SUBDIVISION			
4. NAME OF PERSON WITH WHOM TO CONFER Pat Magin	5. TELEPHONE 647-6021	DATE JUL 31 1995	ARCHIVIST OF THE UNITED STATES <i>John W. Carl</i>

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 6/26/95	SIGNATURE OF AGENCY REPRESENTATIVE <i>Kenneth F. Rossman</i>	TITLE Kenneth F. Rossman 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 GRS OR SUPERSEDED JOB CITATION	10.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 attachment		

Copies sent to agency, NCF, NNT, NIA 8/23/95

1. Briefing Materials, Books, etc.

Briefing materials, books, questions and answers, etc. coordinated by the Bureau of Legislative Affairs from various Bureaus throughout the Department for the Secretary of State and other high level officials' testimonies before Congressional Hearings.

Permanent. Retire after change of Administration to the RSC for transfer to WNRC. Transfer to the National Archives when 30 years old.

2. Special Collections

Complete set of documents obtained from appropriate Bureaus that were submitted to Congressional Committees on specific issues or incidents that were under congressional investigation.

Retire upon closure of the investigation. Destroy 5 years after closure of the investigation. Materials incorporated into or retired with records that are scheduled as permanent will be treated in the same manner as those files.