

REQUEST FOR RECORDS DISPOSITION AUTHORITY (See Instructions on reverse)		LEAVE BLANK (NARA use only)	
TO: NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) WASHINGTON, DC 20408		JOB NUMBER N1-59-96-7	DATE RECEIVED 2/9/96
1. FROM (Agency or establishment) DEPARTMENT OF STATE		NOTIFICATION TO AGENCY	
2. MAJOR SUBDIVISION Bureau of Inter-American Affairs		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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.	
3. MINOR SUBDIVISION All Geographic Offices			
4. NAME OF PERSON WITH WHOM TO CONFER	5. TELEPHONE	DATE 5-2-96	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 ____ 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 2/1/96	SIGNATURE OF AGENCY REPRESENTATIVE <i>Kenneth F. Rossman</i>	TITLE <i>Records Officer Department of State</i>
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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 GRS OR SUPERSEDED JOB CITATION	10.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>Assistant Secretary's Daily Activity Reports (ASDAR)</p> <p>Reports prepared for the Assistant Secretary by each program office providing updates on various foreign policy issues.</p> <p>Destroy when no longer needed. (Files maintained by the Front Office are designated as permanent.)</p>	N1-59-94-8 Item 4	

MAY - 9 1996 *MHW*

*Copy to: Agency
NAT*