

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	NI-59-97-14
1 FROM (Agency or establishment) Department of State		DATE RECEIVED	4/22/97
2 MAJOR SUBDIVISION Overseas Citizens Services		NOTIFICATION TO AGENCY	
3 MINOR SUBDIVISION Office of Childrens Issues		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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10	
4 NAME OF PERSON WITH WHOM TO CONFER	5 TELEPHONE	DATE	ARCHIVIST OF THE UNITED STATES
Marria Braden	647-6762	6-18-97	<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	SIGNATURE OF AGENCY REPRESENTATIVE	TITLE
4/15/97	<i>Kenneth F. Rossman</i>	Acting Chief Programs and Policies Division

7 ITEM NO	8 DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARA USE ONLY)
1	General Policy File (Abduction and Adoption) Arranged by subject. Memorandums, correspondence, telegrams, court decisions, briefing papers, and other material relating to matters handled by the Office of Children's Affairs DISPOSITION Permanent Cut off files when 10 years old and transfer to RSC for transfer to WNRC Transfer to the National Archives when 25 years old		
2	Child Custody/Abduction Case Files Cases reflect applications filed for the return of children abducted to countries that are party and not party to the Hague Abduction Convention Included are requests for assistance in locating children taken by the other parent, legal proceedings, information on available courses of action, monitoring a child's welfare, information on child custody laws and procedures in the host country, and related correspondence. DISPOSITION Transfer to the RSC after the case is deemed closed and no action has taken place for 1 year for transfer to the WNRC Destroy when 15 years old		