

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 N1-59-98-3	DATE RECEIVED 6-8-98
1. FROM (Agency or establishment) Department of State		NOTIFICATION TO AGENCY	
2. MAJOR SUBDIVISION Consular Affairs			
3. MINOR SUBDIVISION Office of Passport Policy and Advisory Services			
4. NAME OF PERSON WITH WHOM TO CONFER Pat Magin	5. TELEPHONE (202)647-5045	DATE 10-6-98	ARCHIVIST OF THE UNITED STATES John 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 1 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 05/28/1998	SIGNATURE OF AGENCY REPRESENTATIVE <i>Kenneth Rossman</i>	TITLE Records Officer Office of IRM Programs and Services
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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 GRS OR SUPERSEDED JOB CITATION	10.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.	Routine Passport Application Status Check and Expedite Fee Upgrades E-mail. E-mail messages regarding the status of passport applications and requests for expedited service. Temporary. Destroy/delete when 25 days old.		