

<b>REQUEST FOR RECORDS DISPOSITION AUTHORITY</b> (See Instructions on reverse)		<b>LEAVE BLANK (NARA use only)</b>	
TO: NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) WASHINGTON, DC 20408		JOB NUMBER N1-59-93-7	DATE RECEIVED 4/1/93
1. FROM (Agency or establishment) DEPARTMENT OF STATE		NOTIFICATION TO AGENCY	
2. MAJOR SUBDIVISION Bureau of Educational and		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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.	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 Cultural Affairs		DATE <i>4-7-93</i> ARCHIVIST OF THE UNITED STATES <i>Credy Huskamp Peterson</i>	
4. NAME OF PERSON WITH WHOM TO CONFER Marria Braden	5. TELEPHONE 202-647-6011		
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 <u>2</u> 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, <input checked="" type="checkbox"/> is not required; <input type="checkbox"/> is attached; or <input type="checkbox"/> has been requested.			
DATE 1/7/93	SIGNATURE OF AGENCY REPRESENTATIVE <i>Kenneth J. Rossman</i>	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 GRS OR SUPERSEDED JOB CITATION	10.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)
1.	<p><b>Secretariat of the U.S. Advisory Commission on Educational Exchange and the Advisory Committee on the Arts</b></p> <p><u>Records relating to the U.S. Advisory Commission on Educational Exchange, 1948-1961.</u> Arranged in broad categories and thereunder by name, subject, or chronologically. Memorandums, correspondence, memorandums of conversation, drafts, notes, chits, reports, transcripts, and other documentation relating to the activities of the U.S. Advisory Commission on Educational Exchange and the Department of State's response to its recommendations. There are general files on commission membership and the appointment of the chairman, folders for each member of the Commission, the quarterly reports to the Secretary of State, conferences sponsored by the Commission, and the semi-annual reports to Congress.</p> <p>WNRC Acc. No. 59-71A2100 boxes 146-152. Lot 69D476.</p> <p><b>PERMANENT. Transfer to the National Archives immediately.</b></p> <p><i>Copies sent to agency, NN-W NNT, NCF, N/A 4/13/93</i></p>		

2. Records relating to the Advisory Committee on the Arts, 1951-1961. Arranged in broad categories and thereunder by name, subject, or chronologically. Memorandums, correspondence, notes, chits, reports, documents, transcripts, and other documentation relating to the activities of the Advisory Committee on the Arts (ACA). There are general files on the Committee's history and membership, folders for each member of the Committee, the formal ACA documents and background documentation, and transcripts of ACA meetings.

WNRC Acc. No. 59-71A2100 boxes 153-159  
Lot 69D477

**PERMANENT. Transfer to the National Archives immediately.** [During archival processing of Committee member files, segregate and destroy routine and facilitative personnel and travel documentation that is covered by the GRS. This material is generally filed on the left side of the file.]

#### **East-West Contacts Program**

3. East-West Exchange Files, 1957-1960. Arranged by visit or conference. Clippings, correspondence, itineraries, telegrams, memorandums of conversation, memorandums, reports, notes, chits, and other material documenting the administrative support given by the Department of State to facilitate East-West exchanges and visits. The files cover visits and exchanges of a medical, technical, cultural, athletic, or intellectual nature.

WNRC Acc. No. 59-67A1305 boxes 122-129.  
Lot 59D316.

Destroy immediately.