

Rec'd NCD 14 Aug 79 HJ

REQUEST FOR RECORD DISPOSITION AUTHORITY
(See Instructions on reverse)

LEAVE BLANK	
JOB NO	NCl-59-79-10
DATE RECEIVED	August 14, 1979
NOTIFICATION TO AGENCY	
In accordance with the provisions of 44 USC 3303a the disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10	
SIGNATURE OF THE ARCHIVIST IS NOT REQUIRED FOR APPROVAL OF PERMANENT RETENTION OF RECORDS	
Date	Archivist of the United States

TO **GENERAL SERVICES ADMINISTRATION,
NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408**

1 FROM (AGENCY OR ESTABLISHMENT)
Department of State

2 MAJOR SUBDIVISION
Bureau of Economic and Business Affairs

3 MINOR SUBDIVISION
Office of International Communications Policy

4 NAME OF PERSON WITH WHOM TO CONFER
Willie Gee, Jr.

5 TEL EXT
632-8806

6 CERTIFICATE OF AGENCY REPRESENTATIVE

I hereby certify that I am authorized to act for this agency in matters pertaining to the disposal of the agency's records; that the records proposed for disposal in this Request of 2 page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified

A Request for immediate disposal.

B Request for disposal after a specified period of time or request for permanent retention.

C DATE 8/14/79	D SIGNATURE OF AGENCY REPRESENTATIVE <i>William F. Farrell</i>	E TITLE
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7 ITEM NO	8 DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO	10 ACTION TAKEN
1.	<p>INTERNATIONAL TELECOMMUNICATIONS SATELLITE ORGANIZATION (INTELSAT)</p> <p>General Correspondence (volume: 1 cubic feet; accumulation ca. 2 in. triennially).</p> <p>Arranged chronologically.</p> <p>Letters, cables, memoranda, reports, and copies of definitive agreements sent and received by the Office of International Communications Policy relating to matters concerning INTESLAT other than meetings of the organization. Include some copies of cables filed in the Central Files of the Department.</p> <p>PERMANENT. TRANSFER TO FRC WHEN 5 YEARS OLD. OFFER TO NARS WHEN 20 YEARS OLD.</p>		3 items

115-107

sent to NCD, NMF, NMS, & Agency
8-20-79 [Signature]

Request for Records Disposition Authority - Continuation		JOB NO	PAGE OF
7 ITEM NO	8 DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9 SAMPLE OR JOB NO	10 ACTION TAKEN
2.	<p>Meetings File (volume: ca. 30 cubic feet; annual accumulation ca. 2 cubic feet.</p> <p>Arranged chronologically by date of meeting.</p> <p>Summary records, reports, agendas, and correspondence relating to meetings of the Board of Governors (and its predecessor, the Interim Communications Satellite Committee), Assembly of Parties, and Signatories also include position papers.</p> <p>PERMANENT. TRANSFER TO FRC WHEN 5 YEARS OLD. OFFER TO NARS WHEN 20 YEARS OLD.</p>		
3.	<p>COMSAT Instructions (volume ca. 1 cubic feet; accumulation ca. 2 in. triennially).</p> <p>Arranged chronologically.</p> <p>Letters of instruction and related correspondence to the American representative to INTELSAT, and official of the Communications Satellite Corporation (COMSAT). Records refer to specific meetings of the Board of Governors, Assembly of Parties, or Signatories.</p> <p>PERMANENT. TRANSFER TO FRC WHEN 5 YEARS OLD. OFFER TO NARS WHEN 20 YEARS OLD.</p>		