

**REQUEST FOR AUTHORITY
TO DISPOSE OF RECORDS**

(See Instructions on Reverse)

LEAVE BLANK	
DATE RECEIVED MAY 20 1976	JOB NO.
.....	NC1 - 52-76-14
NOTIFICATION TO AGENCY	
<p>In accordance with the provisions of 44 U.S.C. 3303a the disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "with-drawn" in column 10.</p>	
6-9-76	<i>James E. O'Neil</i>
Date	<i>acting</i> Archivist of the United States

**TO: GENERAL SERVICES ADMINISTRATION,
NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, D.C. 20408**

1. FROM (AGENCY OR ESTABLISHMENT)

Department of State

2. MAJOR SUBDIVISION

Bureau of Politico-Military Affairs

3. MINOR SUBDIVISION

Office of Munitions Control

4. NAME OF PERSON WITH WHOM TO CONFER

Lawrence T. Springer

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 3 page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified.

5/14/76
(Date)

William F. Farrell, Jr.
William F. Farrell, Jr.
(Signature of Agency Representative)

Chief, Records Management Staff
(Title)

7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
1.	<p>Arms Traffic and Export License Applications</p> <p>Includes the following forms: DSP-5, Application/License for Permanent Export of Unclassified Implements of War and Related Unclassified Technical Data; DSP-53, International Import Certificate; DSP-61, Application/License for Temporary Import of Unclassified Implements of War; DSP-73, Application/License for Temporary Export of Unclassified Implements of War; DSP-85, Application/License for Permanent Export of Classified Implements of War and Related Classified Technical Data; Related Correspondence.</p> <p>a. Application/License copies; file copies. License is proof of actual shipments, as opposed to authorizations. Legal undertakings against export to third countries, duly attested to by foreign government representatives, are attached to file copies.</p> <p>DESTROY 15 YEARS AFTER DATE OF FINAL ACTION</p> <p>b. Statistical Copies</p> <p>DESTROY UPON RETURN OF APPLICATION/LICENSE COPIES.</p>	<p>NN-171-86, item 1</p>	

Copy to Agency 6-11-76 (D)

12 items

REQUEST FOR AUTHORITY TO DISPOSE OF RECORDS—Continuation Sheet

7. ITEM NO.	8. DESCRIPTION OF ITEM (WITH INCLUSIVE DATES OR RETENTION PERIODS)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
2.	National Disclosure Policy Committee, State Department Member Files: Official State Department policy on proposed exceptions to the national disclosure policy; Committee Chairmanship and Secretariat are in the Department of Defense. DESTROY 2 YEARS AFTER CLEARANCE	II NN-3245 Item 3	
<i>R/K/M</i> <i>NCI</i> <i>2 Jun 76</i>	3. Statistical Reports on Exports: <i>Annual, semiannual, and other required or requested statistical reports relating to arms and munitions exports, including</i> Reports required by law to be submitted to Congress or other Government agencies; Reports requested by various elements of the Department of State or other Government agencies; <i>and</i> Reports requested under the Freedom of Information Act Computer Printout, Typewritten or printed. Annual, semiannual, fiscal or other. Dollar value, authorized, exported, destination, commodity, and user, etc. a. Record Copy PERMANENT. RETIRE TO RSC 5 YEARS FROM DATE OF STATISTICS; OFFER TO ARCHIVES 30 YEARS FROM DATE OF STATISTICS. b. Other copies DESTROY 10 YEARS AFTER DATE OF STATISTICS.	II NN-3245 Items 4&7	
4.	Registration Files: Form DSP-9, Application for Registration Receipts for registration fees and related correspondence. DESTROY 5 YEARS AFTER EXPIRATION	II NN-3245 Item 12	
<i>R/K/M</i> <i>NCI</i> <i>2 Jun 76</i>	5. International Traffic in Arms Regulations Files: <i>Regulations developed by the Dept. of State pertaining to international arms traffic.</i> a. One copy of each edition or amendment to the Regulations. PERMANENT. OFFER TO ARCHIVES WHEN 30 YEARS OLD.	II NN-3245 Item 13	

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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
	<p>b. Background and working papers to regulation amendments. DESTROY 5 YEARS AFTER LATEST DATE.</p>		
6.	<p>Subject Files:</p> <p>a. Incoming and outgoing airgrams and telegrams, intelligence reports, and related correspondence. DESTROY 2 YEARS AFTER DATE OF ORIGIN OR LATEST DATE.</p> <p>b. Other agency interests and policies, Departmental policy files, applicable legislation and material on munitions control policies and procedures of U.S. and other countries. DESTROY 15 YEARS AFTER DATE OF ORIGIN.</p>	<p>II NN-3245 Item 15</p>	
7.	<p>Administrative File:</p> <p>Records concerning personnel, budget, supplies, equipment, workload, organization and other administrative matters. DESTROY 5 YEARS AFTER DATE OF ORIGIN.</p>	<p>II NN-3245 Item 11</p>	
8.	<p>Intelligence Files:</p> <p>Material concerning suspected and actual violations of the International Traffic in Arms Regulations. DESTROY 10 YEARS AFTER LATEST DATE.</p>	<p>II NN-3245 Item 5</p>	