

REQUEST FOR RECORD DISPOSITION AUTHORITY
(See Instructions on reverse)

7 Jan 82 NY

**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 Administration

3 MINOR SUBDIVISION
Office of Operations/Language Services

4 NAME OF PERSON WITH WHOM TO CONFER
Paul F. Murphy

5 TEL EXT
632-8806

LEAVE BLANK

JOB NO
NC1-59-82-3

DATE RECEIVED
January 8, 1982

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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10

7-18-84
Date

[Signature]
Archivist of the United States

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 1 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 <i>12-16-81</i> | D SIGNATURE OF AGENCY REPRESENTATIVE <i>William F. Parnell</i> | E TITLE Chief, Records Management Staff |
|----------------------------------|--|---|

| 7 ITEM NO | 8 DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods) | 9 SAMPLE OR JOB NO | 10 ACTION TAKEN |
|------------------|---|---------------------------|------------------------|
| 1 | <p>Verbatim Transcripts of proceedings of Departmental, Inter-Departmental, and National meetings and conferences maintained by Language Services Div. File has not been maintained since 1962. A record of each transcript was provided the Office involved and was maintained as a part of their official files.</p> <p>1952 - 1962. DESTROY IMMEDIATELY See 59 - 62A624 Bx464, 485 59 - 63A389 Bx278, 279</p> <p><i>Delete per 1/18/84 Telecon w/ Paul Murphy [Signature] 6/26/84</i></p> | 352-S 173, Item 1 | <i>2 items</i> |