

REQUEST FOR RECORDS DISPOSITION AUTHORITY

(See Instructions on reverse)

LEAVE BLANK

JOB NO

NC1-59-85-4

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

DATE RECEIVED

9-30-85

1 FROM *(Agency or establishment)*

NOTIFICATION TO AGENCY

Department of State

In accordance with the provisions of 44 USC 3303a the disposal request, including amendments is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10. If no records are proposed for disposal, the signature of the Archivist is not required.

2 MAJOR SUBDIVISION

Bureau of European and Canadian Affairs

3 MINOR SUBDIVISION

Office of Soviet Union

4 NAME OF PERSON WITH WHOM TO CONFER

5 TELEPHONE EXT

DATE

ARCHIVIST OF THE UNITED STATES

Patricia Magin

632-8806

4-28-86

Frank A. Bunk

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 _____ 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, if required under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies, is attached

A GAO concurrence is attached, or is unnecessary

B DATE	C SIGNATURE OF AGENCY REPRESENTATIVE	D TITLE
8/20/85	<i>Kathleen Lannon</i> Kathleen Lannon	Chief, Records Management Staff

7 ITEM NO	8 DESCRIPTION OF ITEM <i>(With Inclusive Dates or Retention Periods)</i>	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN <i>(NARS USE ONLY)</i>
1	<p>Consular Issues Files</p> <p>Consists of correspondence on consular services provided by the Department on the following issues: welfare and whereabouts of Amcits, assistance to Amcits, representation list cases, expatriate files, arrests, deportations, death cases, and property claims cases, and U.S./Soviet correspondents visa case files.</p> <p>Retire to RSC 3 years after close of case. Destroy 5 years after close of case.</p>		
2	<p>Resolved and Inactive Emigration Cases</p> <p>Consists of telegrams, airgrams and correspondence covering emigrant visa requests from Soviet citizens, requests and arrangements for CODEL visits to Soviet Union and issuance and denial of visa requests for US couriers to Soviet Union.</p> <p>Retire when 3 years old. Destroy when 5 years old.</p> <p>All changes to this proposed schedule have been approved by:</p> <p><i>Christopher M. DeLeon</i> 10/20/85 NARA appraiser Date</p> <p><i>Kathleen Lannon</i> 11/14/85 Agency representative Date</p>		

REQUEST FOR RECORDS DISPOSITION AUTHORITY – CONTINUATION

JOB NO

PAGE

7 ITEM NO	8 DESCRIPTION OF ITEM <i>(With Inclusive Dates or Retention Periods)</i>	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN <i>(NARS USE ONLY)</i>
3	<p>Binational Marriage Case Files</p> <p>Consists of telegrams, airgrams and correspondence requesting marriage licenses and visas for Soviets married to Amcits.</p> <p>Retire 3 years after close of case. Destroy 5 years after close of case.</p>		