

**REQUEST FOR AUTHORITY  
TO DISPOSE OF RECORDS**

*(See Instructions on Reverse)*

|  |                           |
|--|---------------------------|
| LEAVE BLANK <i>RF 59</i>   |                           |
| DATE RECEIVED<br><b>26 JUL 1973</b>  | JOB NO.<br><b>1742 28</b> |
| NOTIFICATION TO AGENCY   |                           |
| 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 |                           |
| <i>8-10-73</i><br>Date <i>James B. Rhoads</i><br>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

Director General of the Foreign Service

3. MINOR SUBDIVISION

4. NAME OF PERSON WITH WHOM TO CONFER

Paul F. Murphy, Jr.

5. TEL. EXT.

28806

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

7/23/73  
(Date) *Ronald J. Simon*  
(Signature of Agency Representative)

**Donald J. Simon**  
**Director, O/FADRC**  
(Title)

| 7. ITEM NO. | 8. DESCRIPTION OF ITEM<br>(With Inclusive Dates or Retention Periods)  | 9. SAMPLE OR JOB NO. | 10. ACTION TAKEN |
|-------------|--|----------------------|------------------|
| 1.          | <p>Suitability and other sensitive Data Personnel Files.</p> <p>Communications with Foreign Service personnel currently employed regarding allegations of misconduct, marital or non-support problems, personnel indebtedness, automobile sales abroad, black market operations, visa fraud, bribery, or security violations where disciplinary action is required; informal hearings regarding alleged misconduct; and sensitive or other privileged information about an employee exchanged between top officials of the Department and principal officers overseas.</p> <p>Destroy 15 years after separation of employee from the Foreign Service</p> |                      |                  |

*1 item*