

**REQUEST FOR AUTHORITY
TO DISPOSE OF RECORDS**

(See Instructions on Reverse)

LEAVE BLANK	
DATE RECEIVED 27 JUL 1977 NC1 84	JOB NO. 77 3
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.	
WITHDRAWN	
Date	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

US MISSION to the UNITED NATIONS

3. MINOR SUBDIVISION

4. NAME OF PERSON WITH WHOM TO CONFER

Louis Day

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

July 21, 1977
(Date)

William P. Farrell
(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>This certifies that the records described on this form shall be microfilmed in accordance with the standards set forth in 41 CFR-11.504 and that the silver original microfilm plus one positive copy of each microfilm which is a vesicular microfilm copy shall be offered to the National Archives (NN) National Archives & Records Service, General Services Administration, Washington D.C. 20408.</p> <p>Facilities meeting the standards of FPMR 101-11.506 will be used to store the silver original microfilm. The first inspection of microfilm required by FPMR 101-11.506-8 will be conducted January 10, 1980.</p> <p>Un Documents (1946-1973).</p> <p>Includes all General Assembly, Security Council, ECOSOC, Trusteeship and Secretariat documents and all the subsidiaries of these letters. (202 drawers)</p> <p>a. Paper records.</p> <p>DESTROY AFTER IT HAS BEEN ASCERTAINED THAT REPRODUCED COPIES HAVE BEEN MADE IN ACCORDANCE WITH GSA REGULATIONS AND ARE ADEQUATE SUBSTITUTES FOR THE PAPER RECORDS.</p>		WITHDRAWN

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.	<p>b. Microfilm copies.</p> <p>(1) Silver Original and positive vesicular microfilm copy.</p> <p>PERMANENT. TRANSFER TO FRC AFTER 5 YEARS. OFFER TO THE NATIONAL ARCHIVES WHEN 30 THIRTY YEARS OLD.</p> <p>(2) Positive Vesicular copy to be retained by the Department of State.</p> <p>DESTROY WHEN 25 YEARS OLD.</p> <p>Central Correspondence Files (pre 1964-73)</p> <p>Official copies of those records which document the substantive functions of the mission, includes all records which establish, discuss or define foreign policy. These records are divided into two classes:</p> <p>a) Country Files (30 drawers)</p> <p>b) Subject Files (57 drawers)</p> <p>1. Paper records.</p> <p>DESTROY AFTER IT HAS BEEN ASCERTAINED THAT REPRODUCED COPIES HAVE BEEN MADE IN ACCORDANCE WITH GSA REGULATIONS AND ARE ADEQUATE SUBSTITUTES FOR THE PAPER RECORDS.</p> <p>2. Microfilm copies.</p> <p>(a) Silver original and positive vesicular microfilm copy.</p> <p>PERMANENT. TRANSFER TO FRC AFTER 5 YEARS. OFFER TO THE NATIONAL ARCHIVES WHEN 30 YEARS OLD.</p> <p>(b) Positive vesicular copy to be retained by the Department of State.</p> <p>DESTROY WHEN 25 YEARS OLD.</p>	NC -84-76-1	WITHDRAWN

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3.	<p>Speeches File. (up to 1973) (2 drawers)</p> <p>Files consist of texts of speeches by US representatives, which deal with US-UN matters.</p> <p>a. Paper records.</p> <p>DESTROY AFTER IT HAS BEEN ASCERTAINED THAT REPRODUCED COPIES HAVE BEEN MADE IN ACCORDANCE WITH GSA REGULATIONS AND ARE ADEQUATE SUBSTITUTES FOR THE PAPER RECORDS.</p> <p>b. Microfilm copies.</p> <p>(1) Silver original and positive vesicular microfilm copy.</p> <p>PERMANENT. TRANSFER TO FRC AFTER 5 YEARS. OFFER TO THE NATIONAL ARCHIVES WHEN 30 YEARS OLD.</p> <p>(2) Positive vesicular copy to be retained by the Department of State.</p> <p>DESTROY WHEN 25 YEARS OLD.</p>		WITHDRAWN
4.	<p>Disarmament Commission Files. (up to 1973) (2 drawers)</p> <p>Includes organizational scope, agenda items and related documents dealing with the Commission's function.</p> <p>a. Paper records.</p> <p>DESTROY AFTER IT HAS BEEN ASCERTAINED THAT REPRODUCED COPIES HAVE BEEN MADE IN ACCORDANCE WITH GSA REGULATIONS AND ARE ADEQUATE SUBSTITUTES FOR THE PAPER RECORDS.</p> <p>b. Microfilm copies.</p> <p>(1) Silver original and positive vesicular microfilm copy.</p> <p>PERMANENT. TRANSFER TO FRC AFTER 5 YEARS. OFFER TO THE NATIONAL ARCHIVES WHEN 30 YEARS OLD.</p>		

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