

REQUEST FOR RECORD DISPOSITION AUTHORITY
(See Instructions on reverse)

Rec'd NCR 19 June 78

LEAVE BLANK	
JOB NO NC1	84 78 6
DATE RECEIVED JUN 19 1978	
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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10	
SIGNATURE OF THE ARCHIVIST IS NOT REQUIRED FOR APPROVAL OF PERMANENT RETENTION OF RECORDS	
Date	Archivist of the United States

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

1 FROM (AGENCY OR ESTABLISHMENT)
Department of State

2 MAJOR SUBDIVISION
U.S. Mission to ICAO

3 MINOR SUBDIVISION
International Civil Aviation Organization

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

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 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 6/13/78	D SIGNATURE OF AGENCY REPRESENTATIVE <i>William F. Farrell</i>	E. TITLE Chief, Records Management Staff (FADRC/RM)
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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
1	<p>Mission Central Subject File.</p> <p>Consists of telegrams, airgrams, and other correspondence and documents concerning the economic political and other substantive activities of ICAO, member and relevant non-member countries.</p> <p>PERMANENT. TRANSFER TO FRC WHEN 5 YEARS OLD, OFFER TO NATIONAL ARCHIVES WHEN 30 YEARS OLD. IN 5 YEAR BLOCKS.</p> <p>Volume - 20 Cubic Feet Annual Accumulation - 5 Cubic Feet Arrangement - by subject in accordance with Records Classification Handbooks. Files are cutoff annually.</p>		1 item

exp. ncr 06 27