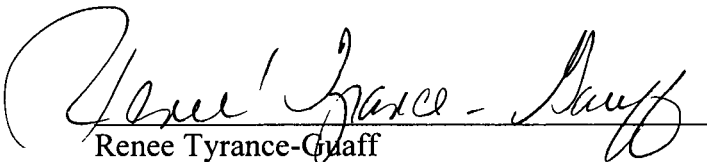


<b>REQUEST FOR RECORDS DISPOSITION AUTHORITY</b>			JOB NUMBER	
To: NATIONAL ARCHIVES & RECORDS ADMINISTRATION 8601 ADELPHI ROAD COLLEGE PARK, MD 20740-6001			Date received	
1 FROM (Agency or establishment) Broadcasting Board of Governors			NOTIFICATION TO AGENCY  In accordance with the provisions of 44 U.S.C. 3303a, the disposition request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10	
2 MAJOR SUBDIVISION Office of Administration				
3 MINOR SUBDIVISION Management Analysis Division				
4. NAME OF PERSON WITH WHOM TO CONFER  Cathy Brown	5 TELEPHONE NUMBER  202-203-4664	DATE  5/22/05	ARCHIVIST OF THE UNITED STATES  Alla Weinstein	
<p>6 AGENCY CERTIFICATION</p> <p>I hereby certify that I am authorized to act for this agency in matters pertaining to the disposition of its records and that the records proposed for disposal on the attached <u>2</u> page(s) are not needed now for the business for this agency or will not be needed after the retention periods specified, and that written concurrence from the General Accounting Office, under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies,</p> <p><input checked="" type="checkbox"/> is not required      <input type="checkbox"/> is attached, or      <input type="checkbox"/> has been requested</p>				
DATE  3/11/05	SIGNATURE OF AGENCY REPRESENTATIVE  <i>Cathy A. Brown</i>		TITLE  Records Officer	
7 ITEM NO	8 DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARA USE ONLY)	
1	<p>The Management Analysis Division</p> <p>Operating Manuals – Complete set of former USIA operating manuals</p> <p><sup>PERMANENT:</sup> <b>DISPOSITION AUTHORITY</b> Retire the entire collection to the National Archives and Records Administration <i>immediately.</i></p> <p><i>Changes made pursuant to a telephone discussion between Cathy Brown (BBG-188) and Curt Francisco (NARA NWML) on 5/20/05.</i></p> <p><i>Curt Francisco 5/20/05</i></p>			


*SA 6/8/05 copies sent to Agency, NWML*

## REQUEST FOR RECORDS DISPOSITION AUTHORITY CONTINUED

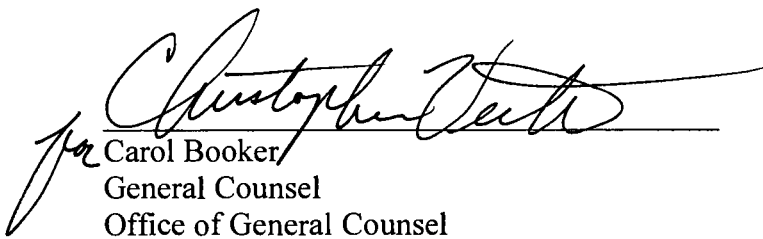
Concurrences:

  
\_\_\_\_\_  
Renee Tyrance-Graff  
Chief  
Management Analysis Division

3/11/05  
Date

  
\_\_\_\_\_  
Carol Baker  
Director  
Office of Administration

3/15/05  
Date

  
\_\_\_\_\_  
for Carol Booker  
General Counsel  
Office of General Counsel

4-5-2005  
Date