

REQUEST FOR RECORDS DISPOSITION AUTHORITY

(See Instructions on reverse)

LEAVE BLANK

JOB NO.

NI-306-86-7

DATE RECEIVED

8-15-86

NOTIFICATION TO AGENCY

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

1. FROM (Agency or establishment)

U. S. Information Agency

2. MAJOR SUBDIVISION

Television and Film Service

3. MINOR SUBDIVISION

Lab Service Quality Control Branch

In accordance with the provisions of 44 U.S.C. 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disposal request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.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.

4. NAME OF PERSON WITH WHOM TO CONFER

John E. Davenport

5. TELEPHONE EXT.

485-7505

DATE

12-18-86

ARCHIVIST OF THE UNITED STATES

Frank B. Burke

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 ONE 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 8/13/86	C. SIGNATURE OF AGENCY REPRESENTATIVE <i>John E. Davenport</i>	D. TITLE Chief, M/ASP 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 GRS OR SUPERSEDED JOB CITATION	10.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>Stock footage, outtakes and trims created during the course of Agency sponsored film productions.</p> <p><u>DISPOSITION:</u> Destroy immediately.</p> <p>Volume on hand: approximately 850 cubic feet. Annual accumulation: none.</p>		

12/23/86 USIA NNF, NNS