

**REQUEST FOR RECORDS DISPOSITION AUTHORITY**  
(See Instructions on reverse)

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JOB NO. **N1-306-87-3**

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

DATE RECEIVED **6/29/87**

1. FROM (Agency or establishment)  
**U.S. Information Agency**

2. MAJOR SUBDIVISION  
**Office of East Asian and Pacific Affairs**

3. MINOR SUBDIVISION

4. NAME OF PERSON WITH WHOM TO CONFER  
**Margaret G. Pape**

5. TELEPHONE EXT. **485-1408**

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disposal request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10. If no records are proposed for disposal, the signature of the Archivist is not required.

ARCHIVIST OF THE UNITED STATES  
**SIGNATURE OF THE ARCHIVIST IS NOT REQUIRED FOR APPROVAL OF PERMANENT RETENTION OF RECORDS**

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 2 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 <b>6/25/87</b>	C. SIGNATURE OF AGENCY REPRESENTATIVE <i>Johnny Hodge</i>	D. TITLE <b>Johnny Hodge Records Management Officer</b>
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7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARS USE ONLY)
1.	<p>U.S. Information Agency</p> <p>Joint U.S. Public Affairs Office (JUSPAO)</p> <p>These files were originated in Saigon, Vietnam and communicated daily with the Vietnam Working Group (part of our Office of East Asian and Pacific Affairs Office). Unfortunately when a schedule was completed for the Vietnam Working Group, the JUSPAO schedule was overlooked. The subject files of the Vietnam Working Group from 1964 through 1975 are covered under the USIA Headquarters schedule Number NCI-306-80-5 dated 6/5/80.</p> <p>General records of the Joint U.S. Public Affairs Office from 1966 through 1975. These are copies of records originated in Saigon. Originals were left in Saigon at Embassy during airlift.</p> <p>DISPOSITION: Permanent. Transfer to National Archives in January 1991.</p> <p>Volume on hand: 20 cubic feet Annual accumulation: None</p> <p><i>Copies to agency, NCF, NNF, NNS</i></p>		

2. Political analysis reports, research analysis reports, Vietnam research reports, correspondence, public opinion surveys (1966-1975).

DISPOSITION: Permanent. Transfer to National Archives in January 1991.

Volume on hand: 10 cubic feet  
Annual accumulation: None

3. Leaflets, pamphlets, posters relating to the economic, social, people, and accomplishments in Vietnam. These particular brochures were prepared in Saigon and copies forwarded to USIA headquarters (1966-1975).

DISPOSITION: Permanent. Transfer to National Archives in January 1991.

Volume on hand: 10 cubic feet  
Annual accumulation: None

Concurrences:

*William J.A. Barnes* DATE: 6/24/87  
Office of East Asian & Pacific Affairs  
(EA)

William J.A. Barnes

*Martin J. Manning* DATE: 6/24/87  
Special Collections Branch, Lib. Prog.  
Division (E/CLS)  
Martin J. Manning

*Lorie J. Nierenberg* DATE: 6/24/87  
Office of the General Counsel (GC)  
Lorie J. Nierenberg