

REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

TO: NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR)
 WASHINGTON, DC 20408

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

2. MAJOR SUBDIVISION
 Operations Center

3. MINOR SUBDIVISION
 Crisis Management Center

4. NAME OF PERSON WITH WHOM TO CONFER
 Cathy A. Brown

5. TELEPHONE
 202-619-5501

LEAVE BLANK (NARA use only)

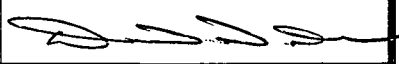
JOB NUMBER
 N1-306-93-2

DATE RECEIVED
 12-7-92

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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.

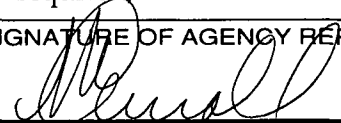
DATE
 1/15/93

ARCHIVIST OF THE UNITED STATES


6. AGENCY CERTIFICATION

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 ___ 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, under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies,

is not required; is attached; or has been requested.

DATE 12/03/92	SIGNATURE OF AGENCY REPRESENTATIVE 	TITLE Chief, Operations Division
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7. ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
1.	<p><u>Crisis Management Center</u></p> <p>Created in January 1991, the Crisis Management Center is responsible for collecting data on a particular crisis, and informing the Director and element heads of current developments, i.e., Operation Desert Storm.</p> <p>Information relating to a particular crisis. Includes cables, press releases, wire service files, reference/crisis guidebooks, facsimiles, reports, etc.</p> <p>DISPOSITION: PERMANENT. Retire to WNRC six months after end of crisis. Transfer to NARA when 25 years old.</p> <p>VOLUME ON HAND: 12 cubic feet</p>		