

NOTICE - SOME ITEMS SUPERSEDED OR OBSOLETE

Schedule Number: N1-306-97-002

Some items in this schedule are either obsolete or have been superseded by new NARA approved records schedules. This information is accurate as of: 5/4/2021

ACTIVE ITEMS

These items, unless subsequently superseded, may be used by the agency to disposition records. It is the responsibility of the user to verify the items are still active.

Items 1, 5, 6, 8-11, 14-22, 24, 26, 28 are active although NARA may have accessioned or disposed of some of the records in each item.

SUPERSEDED AND OBSOLETE ITEMS

The remaining items on this schedule may no longer be used to disposition records. They are superseded, obsolete, filing instructions, non-records, or were lined off and not approved at the time of scheduling. References to more recent schedules are provided below as a courtesy. Some items listed here may have been previously annotated on the schedule itself.

NARA accessioned the records described in items 2-4, 7, 12, 13, 23, 25, and 27. The Federal Records Center Program disposed of item 12,

REQUEST FOR RECORDS DISPOSITION AUTHORITY		JOB NUMBER N1-306-97-2	
TO: NATIONAL ARCHIVES & RECORDS ADMINISTRATION 8601 ADELPHI ROAD COLLEGE PARK, MD 20740-6001		Date received 3/28/08	
1. FROM (Agency or establishment) [Broadcasting Board of Governors/International Broadcasting Bureau]		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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.	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 UNITED STATES INFORMATION AGENCY			
3. MINOR SUBDIVISION			
4. NAME OF PERSON WITH WHOM TO CONFER Cathy Brown	5. TELEPHONE NUMBER (202) 203-4608	DATE 5/30/08	ARCHIVIST OF THE UNITED STATES <i>Allen Weinstein</i>
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 <u>7</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,			
<input checked="" type="checkbox"/> is not required <input type="checkbox"/> is attached; or <input type="checkbox"/> has been requested.			
DATE 3/25/08	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)
	Please see attached pages.		
<i>LE 4/13/08 copies sent to agency</i>			

UNITED STATES INFORMATION AGENCY

Broadcasting Service
{IBS}

Assistant Director for Broadcasting

1. SUBJECT FILES, 1953-1974

WNRC Acc. No. 306-63A190	boxes 215-230	1953-1954
WNRC Acc. No. 306-63A190	boxes 232-233	1955
WNRC Acc. No. 306-63A190	boxes 265-270	1956
WNRC Acc. No. 306-63A791	boxes 19-32	1957-1960
WNRC Acc. No. 306-65A1075	boxes 89-92	1962
WNRC Acc. No. 306-65A1075	box 100	1962
WNRC Acc. No. 306-67A222	boxes 54-65	1963
WNRC Acc. No. 306-68A1415	boxes 64-88	1964-1965
WNRC Acc. No. 306-69A3445	boxes 72-80	1966
WNRC Acc. No. 306-72A5121	boxes 178-181	1967
WNRC Acc. No. 306-73-42	boxes 1-5	1968
WNRC Acc. No. 306-75-20	boxes 1-16	1969-1971
WNRC Acc. No. 306-77-9	boxes 1-5	1972
WNRC Acc. No. 306-79-10	boxes 1-6	1973-1974

PERMANENT. Transfer to the National Archives immediately.

2. MASTER FILE OF CIRCULAR AIRGRAMS AND OPERATIONS MEMORANDUMS,
1956-1961

WNRC Acc. No. 306-65A1075 boxes 66-76

PERMANENT. Transfer to the National Archives immediately.

3. RECORDS RELATING TO THE VOICE OF AMERICA (VOA), 1948-1957

WNRC Acc. No. 306-63A190	boxes 242-245
WNRC Acc. No. 306-63A190	boxes 255-256

PERMANENT. Transfer to the National Archives immediately.

4. GUIDANCE NOTES, 1967-1968

WNRC Acc. No. 306-73-50 box 1

PERMANENT. Transfer to the National Archives immediately.

5. NATIONAL SECURITY COUNCIL (NSC) AND OPERATIONS COORDINATING BOARD (OCB) PROGRESS REPORTS, 1956

WNRC Acc. No. 306-63A190 box 271
WNRC Acc. No. 306-68A5160 box 3 (part: Lot 60D73)

Destroy immediately.

6. SUBJECT AND POST FILES, 1957-1958

WNRC Acc. No. 306-63A190 box 179 (part: 59D151)

Destroy immediately.

7. WASHINGTON REPRESENTATIVE FILES, 1946-1954

WNRC Acc. No. 306-63A190 boxes 205-207

PERMANENT. Transfer to the National Archives immediately.

Administrative Staff
{IBS/A}

8. SUBJECT FILES, 1945-1957

WNRC Acc. No. 306-63A190 box 179 (part: 59D204)
WNRC Acc. No. 306-63A190 boxes 210-211

Destroy immediately.

Controller
{IBS/C}

9. SUBJECT FILES, 1952-1954

WNRC Acc. No. 306-63A190 box 179 (part: 55D354)

Destroy immediately.

Chief Engineer

{IBS/E}

10. SUBJECT FILES, 1953-1958

WNRC Acc. No. 306-63A190	box 189 (part: 56D506)
WNRC Acc. No. 306-63A190	boxes 247-250
WNRC Acc. No. 306-65A175	box 22
WNRC Acc. No. 306-66A274	boxes 53-54

Destroy immediately.

11. RECORDS RELATING TO COORDINATION OF COMMUNICATIONS POLICY,
1950-1956

WNRC Acc. No. 306-66A274	box 52
WNRC Acc. No. 306-68A5160	box 3 (part: Lots 62D197 and 65D153)

PERMANENT. Transfer to the National Archives immediately.

Technical Division

{IBS/ET}

12. RECORDS RELATING TO TRANSMITTER OPERATIONS, 1942-1959

WNRC Acc. No. 306-67A222	boxes 43-47
WNRC Acc. No. 306-68A4933	boxes 92-94 (89-91 PWEd)

Destroy immediately.

Program Manager

{IBS/R}

13. SUBJECT FILES, 1948-1962

WNRC Acc. No. 306-63A190	box 175
WNRC Acc. No. 306-63A190	boxes 180-183
WNRC Acc. No. 306-63A190	boxes 184-185
WNRC Acc. No. 306-63A190	box 186
WNRC Acc. No. 306-63A190	boxes 212-213
WNRC Acc. No. 306-63A190	box 214
WNRC Acc. No. 306-63A190	boxes 263-264
WNRC Acc. No. 306-63A190	boxes 276-282
WNRC Acc. No. 306-63A190	boxes 294-303
WNRC Acc. No. 306-63A791	boxes 33-35

WNRC Acc. No. 306-64A536	boxes 55-60
WNRC Acc. No. 306-64A536	boxes 65-79
WNRC Acc. No. 306-65A175	boxes 23-28
WNRC Acc. No. 306-65A1075	boxes 93-99

PERMANENT. Transfer to the National Archives immediately.

14. MISCELLANEOUS FILES, 1948-1961

WNRC Acc. No. 306-63A190	box 189 (part: 56D421)
WNRC Acc. No. 306-63A190	box 246 (part: 59D25)
WNRC Acc. No. 306-66A1129	box 30

Destroy immediately.

PROGRAM REVIEW BOARD

15. REVIEW AND MEETING FILES, 1954-1964

WNRC Acc. No. 306-63A190	boxes 292-293
WNRC Acc. No. 306-64A536	boxes 61-64
WNRC Acc. No. 306-68A4993	boxes 95-96

PERMANENT. Transfer to the National Archives immediately.

Central Program Services
{IBS/RC}

16. SUBJECT FILES, 1948-1961

WNRC Acc. No. 306-61A176	boxes 140-141
WNRC Acc. No. 306-61A176	box 299
WNRC Acc. No. 306-63A190	boxes 272-273
WNRC Acc. No. 306-63A190	boxes 283-284
WNRC Acc. No. 306-64A193	boxes 20-23

PERMANENT. Transfer to the National Archives immediately.

17. TRAVEL VOUCHERS AND REQUESTS FOR SUPPLIES, 1956-1958

WNRC Acc. No. 306-63A190	box 274
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Destroy immediately.

18. SCRIPT COORDINATION RECORDS, 1955-1962

WNRC Acc. No. 306-63A368 boxes 12-13

Destroy immediately.

19. REQUESTS FOR INFORMATION, 1951-1954.

WNRC Acc. No. 306-61A176 box 339

Destroy immediately.

African Division

{IBS/RA}

20. SUBJECT FILES, 1958-1968

WNRC Acc. No. 306-63A791	box 42
WNRC Acc. No. 306-66A1129	boxes 33-34
WNRC Acc. No. 306-67A222	box 48
WNRC Acc. No. 306-68A4933	boxes 97-98
WNRC Acc. No. 306-69A3445	boxes 92-95

Destroy immediately.

Far East Division

{IBS/RF}

21. SUBJECT FILES, 1951-1955

WNRC Acc. No. 306-63A190 box 231

Destroy immediately.

European Division

{IBS/RE}

22. SUBJECT FILES, 1957-1964

WNRC Acc. No. 306-64A536	boxes 80-84
WNRC Acc. No. 306-66A1129	boxes 44-49
WNRC Acc. No. 306-67A222	boxes 66-68
WNRC Acc. No. 306-68A1415	boxes 112-114
WNRC Acc. No. 306-69A3445	boxes 96-98

Destroy immediately.

23. RECORDS ON PROGRAMMING TO EUROPE, 1954-1957

WNRC Acc. No. 306-63A190 boxes 251-254

PERMANENT. Transfer to the National Archives immediately.

Near East and South Asia Division

{IBS/RN}

24. SUBJECT FILES, 1950-1966

WNRC Acc. No. 306-63A190	box 241
WNRC Acc. No. 306-63A190	box 246 (part: 59D152)
WNRC Acc. No. 306-63A190	box 275 (part: 60D385)
WNRC Acc. No. 306-68A4933	boxes 103-104
WNRC Acc. No. 306-69A6135	boxes 66-69

Destroy immediately.

25. RECORDS ON PROGRAMMING TO GREECE, TURKEY, AND NORTH AFRICA,
1951-1954

WNRC Acc. No. 306-63A791 boxes 95-96

PERMANENT. Transfer to the National Archives immediately.

New York Office

{IBS/PMY}

26. SUBJECT FILES, 1951-1954

WNRC Acc. No. 306-63A190	box 179 (part: 55D504)
WNRC Acc. No. 306-72A5121	box 190

Destroy immediately.

Field Relations Staff

{IBS/S}

27. SUBJECT FILES, 1953-1957

WNRC Acc. No. 306-63A190	boxes 208-209
WNRC Acc. No. 306-63A190	boxes 234-240

PERMANENT. Transfer to the National Archives immediately.

28. POST FILES, 1958-1959

WNRC Acc. No. 306-63A190

box 275 (part: 60D347)

Destroy immediately.

*I believe ITEMS 10 & 12
SHOULD NOT BE DESTROYED
SINCE THEY LIKELY HAVE HISTORICAL VALUE! VAW.*
Vince Nowicki
Director
Office of Engineering and Technical Services

1/16/08

3/4/08

Date

[Signature]
Jack Welch
Senior Advisor
International Broadcasting Bureau

1-11-08

Date

Agree w GC!

[Signature]
Danforth Austin
Director
Voice of America

1/22/08

Date

*GC suggests E coordinate w/ NARA
re: items 10 & 12 before decision on
them.*

[Signature]
Carol Booker
General Counsel (Acting)
Office of the General Counsel

1-22-08

Date *3/14/08*