

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

LEAVE BLANK	
JOB NO.  <b>NC3-306-81-3</b>	
DATE RECEIVED <b>12-12-80</b>	
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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10.	
<b>12-15-80</b> Date	<i>Robert Wray</i> Archivist of the United States

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

1. FROM (AGENCY OR ESTABLISHMENT)  
~~U.S. Information~~ **Communication Agency**

2. MAJOR SUBDIVISION  
**Press and Publications Service, USIA**

3. MINOR SUBDIVISION  
**Printing Division**

4. NAME OF PERSON WITH WHOM TO CONFER  
**Samuel D. Staton**

5. TEL. EXT.  
**724-9783**

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 1 page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified.

**A** Request for immediate disposal.

**B** Request for disposal after a specified period of time or request for permanent retention.

C. DATE <b>12/15/80</b>	D. SIGNATURE OF AGENCY REPRESENTATIVE <i>Harrison R. Davis</i>	E. TITLE <b>Chief, Message Center and Records Branch</b>
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7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
1.	<p><b>Periodic Reports from Regional Service Centers, 1967-70.</b> Narrative reports from Regional Service Centers in Beirut, Manila, and Mexico City, concerning staff and activities. Consist mainly of electrostatic copies. Also includes thermofax copies of printing accounts.</p> <p align="center"><b>DESTROY IMMEDIATELY</b></p> <p>WNRC Accessions <del>10A</del> 306-70A2129, Box 15. 306-71A3235, Box 14, (Partial). 306-72A2019, Box 13. 306-73-0077, Box 12.</p> <p>(These records were appraised by NARS in NC3-306-80-7).</p>		<i>1 item</i>

115-107  
*To agency 17 Dec 80 MH*

*Closed out: 12-22-80: K.T.D.  
Copy sent to Agency, NLF; New*