

INACTIVE - ALL ITEMS SUPERSEDED OR OBSOLETE

Schedule Number: NC1-306-83-01

All items in this schedule are inactive. Items are either obsolete or have been superseded by newer NARA approved records schedules.

Description:

The schedule provides for one-time temporary disposition. All records covered by this schedule are presumed destroyed.

Date Reported: 10/6/2021

INACTIVE - ALL ITEMS SUPERSEDED OR OBSOLETE

REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

LEAVE BLANK
JOB NO. NC1-306-83-1
DATE RECEIVED 6-13-83
NOTIFICATION TO AGENCY <small>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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10.</small>
6-29-83 <i>Rita M. May</i> Date Archivist of the United States

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

1. FROM (AGENCY OR ESTABLISHMENT)
United States Information Agency

2. MAJOR SUBDIVISION
Bureau of Management, Office of Administration & Technology

3. MINOR SUBDIVISION
Property and Records Management Branch

4. NAME OF PERSON WITH WHOM TO CONFER
Susan Garro

5. TEL. EXT.
485-7502

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 <u>5/26/83</u>	D. SIGNATURE OF AGENCY REPRESENTATIVE <i>Rita M. May</i>	E. TITLE Chief, Property and Records Management Branch
---------------------------	---	---

7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
1	<p>WNRC Accession 306-67A222, box 110.</p> <p>These records consist of two binders of despatches (copies) sent to the State Department in response to Circular 168, Sept. 5, 1956; two binders of duplicate copies of USIA Country plans, 1958; and copies of unsolicited correspondence of L. Arthur Goodfriend, Sept.-Dec. 1950. The records have previously been appraised as non-permanent in NC3-306-80-16.</p> <p>Destroy immediately.</p>		

MASS DATA CHANGE SHEET NOT REQUIRED

1 item

NCW + Agency sent out 7-13-83 by DMW.