

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

LEAVE BLANK (NARA use only)

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

JOB NUMBER  
 N1-353-93-1

DATE RECEIVED  
 2/3/93

1. FROM (Agency or establishment)  
 DEPARTMENT OF STATE

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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.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

3. MINOR SUBDIVISION

DATE *Acting* ARCHIVIST OF THE UNITED STATES

4. NAME OF PERSON WITH WHOM TO CONFER  
 Victoria A. Coffineau

5. TELEPHONE  
 202-647-6022

2/11/93 *Raymond A. ...*

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 1 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  
 1/29/93

SIGNATURE OF AGENCY REPRESENTATIVE  
*Kenneth F. ...*

TITLE  
 Department of State  
 Records Officer

7. ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
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1. **COMMITTEE ON ADMINISTRATIVE PLANNING FOR JAPAN (CAPJ)**  
General Records, 1951-1952. Arranged by type of records and thereunder chronologically. This series includes the formal agendas, memorandums, minutes of meetings, and documents of the committee. The records document the establishment, activities, deliberations, decisions, and recommendations of the committee leading to the establishment of a new embassy in Japan.  
 Volume: 1 foot.  
 WNRC Acc. No. 59-71A6682 box 876.  
 PERMANENT. Transfer to the National Archives immediately.

2. Subject Files, 1951-1952. Arranged by subject. Memorandums, memorandums of conversation, telegrams, reports, background

materials, notes, chits, drafts,  
correspondence, "official-informal"  
correspondence, and other material relating to  
the activities of CAPJ and the development of  
plans for the establishment of a U.S. embassy  
in Japan upon termination of the military  
occupation.

Volume: 1 foot.

WNRC Acc. No. 59-71A6682 box 877.

PERMANENT. Transfer to the National Archives  
immediately.