Schedule Number: N1-353-93-001

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 Items are either obsolete or have been superseded by newer NARA approved records schedules.

Description:

All records covered by this schedule are permanent records that have been accessioned. The schedule is therefore obsolete.

Date Reported: 12/28/2021
REQUEST FOR RECORDS DISPOSITION AUTHORITY

(See Instructions on reverse)

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

1. FROM (Agency or establishment)
DEPARTMENT OF STATE

2. MAJOR SUBDIVISION

3. MINOR SUBDIVISION

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

5. TELEPHONE
202-647-6022

DATE RECEIVED 2/3/93

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request, including amendments, is approved except for items that may be marked “disposition not approved” or “withdrawn” in column 10.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 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, [X] is not required; [ ] is attached; or [ ] has been requested.

DATE 1/29/93

7. SIGNATURE OF AGENCY REPRESENTATIVE
[Signature]

TITLE Department of State
Records Officer

8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION

COMMITTEE ON ADMINISTRATIVE PLANNING FOR JAPAN (CAPJ)

1. 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

9. GRS OR SUPERSEDED JOB CITATION

10. ACTION TAKEN (NARA USE ONLY)

PREVIOUS EDITION NOT USABLE

STANDARD FORM 115 (REV. 3-91)

Prescribed by NARA
36 CFR 1228
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.