INACTIVE - ALL ITEMS SUPERSEDED OR OBSOLETE

Schedule Number: NC1-383-78-02

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 Items are either obsolete or have been superseded by newer NARA approved records schedules.

Description:

Item 1 was superseded by NC1-383-85-01 items 13, 14, and 15; and NC1-383-84-01 items 51 and 53

Item 2 was superseded by NC1-383-85-01 item 15

Item 3 authorized 2-year retention for general administrative files. As agency closed in 1999, all records can be assumed to have been destroyed.

Item 4 was superseded by NC1-383-84-01 items 43 and 45

Date Reported: 1/10/2022

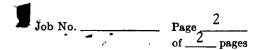
. "	A	•				
REC	QUEST FOR RECORD SPOSITION AUTHORITY		LEAVE BLANK			
	(See Instructions on reverse)		JOB NO			
	•					
	AL SERVICES ADMINISTRATION,		- NCI 2	5 38	2	
	L ARCHIVES AND RECORDS SERVICE, WASHINGTON, ENCY OR ESTABLISHMENT)	DC 20408	DATE RECEIVED	18 APK 1976	3	
Arms C	ontrol and Disarmament Agency		NOTIFIC	CATION TO AGEN	CY	
2. MAJOR SUBDIVISION Office of the Director		In accordance with the pro				
3. MINOR SUE	BDIVISION		duest, including amendme be stamped "disposal not			
4. NAME OF P	PERSON WITH WHOM TO CONFER	5. TEL EXT		0	A4/ - 1	
Sidney D. Anderson 632-3442		2-4-80 Date Oct	James ?	Mecci		
	E OF AGENCY REPRESENTATIVE	032 3442	Date activ	Archivist of the	United States ————————————————————————————————————	
	certify that I am authorized to act for this agen	cy in matters ner	taining to the dispose	v al of the accency	l'e rocorde.	
that the	records proposed for disposal in this Reques	it of par	ge(s) are not now ne	eded for the t	usiness of	
this age	ency or will not be needed after the retention pe	eriods specified.	6-(-,			
□ A	Request for immediate disposal.					
X B	Request for disposal after a spec	ified period	of time or requ	lest for ne	rmanent	
	retention.	illed period	or time or requ	test for pe	illanent	
C. DATE	D. SIGNATURE OF AGENCY REPRESENTATIVE	E. TITLE				
4/12/78	Willanders-	Deputy	Administrative	Director		
7. ITEM NO.	8. DESCRIPTION O (With Inclusive Dates or Ref			9. SAMPLE OR JOB NO.	10. ACTION TAKEN	
	The Act creating ACDA authorized with the advice and consent of the General Advisory Committee (GAC) members. This committee must me year. From time to time, it advisecretary of State, and the Dire affecting arms control, disarmam	he Senate, to of not to e et at least ises the Prector of ACDA	o appoint a exceed 15 twice each esident, the con matters			
1.	General Advisory Committee Files					
	Committee Agenda, Minutes, Brief and Transcripts of meetings. (19 Filed by subject and by date of	62-present -	Documents, 15 cu. ft.)			
	1 yr. af	National Ar	ittee appointe	1.		
2.	Advisory Committee Reports					
	Reports to the President, Secretary of State, and					
	Director of ACDA. Permanen after ne	t. Transfer w committee	Transfer of the second	yr. fer old	4 items	

Copy parriet NO WE

Closed Out: 2-11-80

STANDARD FORM 115 Revised-April, 1975 Prescribed by General Services Administration FPMR (41 CFR) 101-11.4





REQUEST FOR AUTHORITY TO DISPOSE OF RECORDS—Continuation Sheet

7. ITEM NO.	8. DESCRIPTION OF ITEM (WITH INCLUSIVE DATES OR RETENTION PERIODS)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
3.	General Administrative Files		
	Records on committee administrative matters including budget, personnel, and travel services.		
	Destroy when 2 yrs. old.		
4.	CCD Minutes of Meetings		
	Complete set of Verbatim Minutes of meetings of the U.S. Representative to the Conference of the Committee on Disarmament. The Representative may represent arms control interests on the U.S. delegation to the U.N. and its constituent bodies. Filed numerically. (1962-present - 9 cu. ft.)		
	Permanent. Transfer to storage when 3 yrs. old. Offer to National Archives when 20 yrs. old.		
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