

Request for Records Disposition Authority

(See Instructions on reverse)

Leave Blank (NARA Use Only)

Job Number

N2-64-15-1

Date Received

6/5/15

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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.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

2/16/2016 

To: National Archives and Records Administration (NIR)
Washington, DC 20408

1 From (Agency or establishment)

NATIONAL ARCHIVES AND RECORDS ADMINISTRATION

2 Major Subdivision

Research Services

3 Minor Subdivision

Access Coordinator - Washington, DC

4 Name of Person with whom to confer

David A. Langbart, RDT

5. Telephone (include area code)

301-837-3172

6 Agency Certification

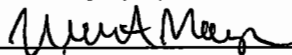
I hereby certify that I am authorized to act for this agency in matters pertaining to the disposition of its records and that the records proposed for disposal on the attached 2 page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified; and 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

has been requested

Signature of Agency Representative



Title

Executive for Research Services

Date (mm/dd/yyyy)

5/18/15

7 Item Number

8. Description of Item and Proposed Disposition

9. GRS or Superseded Job Citation

10. Action taken (NARA Use Only)

Please see attached.

(1) RECORDS RELATING TO THE DEVELOPMENT OF A NEW DEPARTMENT OF STATE FILING SYSTEM, 1943. The records include drafts, memorandums, data sheets, correspondence, and other materials. The files consist of the staffer working files and background materials collected and created during the development of a new central filing system for the Department of State. Due to a number of circumstances, the new filing system was not implemented.

3 boxes. Entry 0059-ZZ-21 boxes 1, 5, & 6

Destroy immediately.

(2) SURVEY AND INVENTORY OF FEA RECORDS, c. 1945. The records include inventory forms, correspondence, and other material relating to a survey of the records of the Foreign Economic Administration (FEA).

1 box. Entry 0059-ZZ-21 box 3

Destroy immediately.

(3) UNIDENTIFIED RECORDS. These records consist of a number of indexes/card files the provenance of which is unclear.

7 boxes. Entry 8888-UD-11-1 boxes 9-15

Destroy immediately.

(4) DISPOSAL JOB SAMPLES. The records consist of samples of documents submitted by various agencies (State, OWI, FEA, USIA, CIIA), to support schedules requesting authority to dispose of records. At one time, agencies submitted samples to support disposal requests rather than having National Archives appraisers visit the agencies.

20 boxes. Entry 8888-UD-11-2

Destroy immediately.

(5) SALES RECORD CARDS FOR FOREIGN AFFAIRS RELATED "T" PUBLICATIONS. The records consist of a card file recording the sales of various "T" publications of diplomatic records.

12 boxes. Entry 9999-ZZ-11-4

Destroy immediately.

(6) SALES RECORD CARDS FOR FOREIGN AFFAIRS RELATED "M" PUBLICATIONS. The records consist of a card file recording the sales of various "M" publications of diplomatic records.

20 boxes. Entry 9999-ZZ-11-5

Destroy immediately.