

REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

10. NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR)
WASHINGTON, DC 20408

1. FROM (Agency or establishment)
The Presidential Commission on the Management of A.I.D.

(cont'd.) Programs, Oct. 2, 1991 - Apr. 17, 1992

3. MINOR SUBDIVISION
N/A

4. NAME OF PERSON WITH WHOM TO CONFER **5 TELEPHONE**
Elizabeth Wrightson, FA/AS/ISS/RM (703) 875-1471
Susan Brunner, FA/B/SB (202) 647-9176

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JOB NUMBER
N1-220-92-5

DATE RECEIVED
4-15-92

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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10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**
4/23/92 *Claudia Miller*

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; or has been requested.

DATE 4/9/92	SIGNATURE OF AGENCY REPRESENTATIVE <i>Bennie L. Puck</i>	TITLE FA/AS/ISS/RM Branch Chief (Acting)
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7. ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARA USE ONLY)
	<u>DESCRIPTION OF ITEMS 1 THRU 3:</u> (vol. = 3 cu.ft.)		
1.	General Administrative Files consisting of copies of consultant personnel files, requisitions of office supplies, copies of travel vouchers, etc.	GRS 23, Item 1	
2.	Staff Reference Files--extra copies of existing GAO reports, previous AID management studies, IG Studies, etc.	Non-record	
3.	Mailing Lists--Only one mailing list, of persons receiving the final report	GRS 13, Item 4	
	<u>DISPOSITION FOR ITEMS 1 THRU 3:</u> Destroy when no longer needed.		
	<u>DESCRIPTIONS OF ITEMS 4 THRU 12:</u> (vol. = 2 cu.ft.)		
4.	Commission Meeting Files--Minutes of formal meetings of the Commission, agenda, briefing materials sent to members, and minutes of each executive session of the commission.		

Copies sent to agency, NN-W, NNS, NNT, NIA 7/2/92

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	- 2 -		
	CONTINUATION of The Presidential Commission on the Management of AID Programs, Oct.2, 1991 - Apr. 17, 1992		
5.	Published Hearing Files--Transcript of one public hearing plus audio cassettes tapes.		
6.	General Correspondence Files--Unsolicited correspondence to and from interested parties, e.g. PVO's, universities, etc.		
7.	Publications Files--Only one published report: the Final Report.		
8.	Files of High Officials--Composed of only one or two letters, which are kept in the General Correspondence Files.		
9.	News Releases--One press release at end of Commission term describing Commission findings, and one White House release when the Commissioners were appointed.		
10.	Speech Files--Final version of Commission Chairman's testimony on the Hill (To be published after dissolution of Commission).		
11.	Press Conference Files--One page summation of press conference to take place sometime in final week.		
12.	Organization and Functions Files--Consists of resumes of Commissioners, and the organizational charter.		
	DISPOSITION FOR ITEMS 4 THRU 12 Permanent. Transfer to the National Archives at close of Commission's term.		