


REQUEST FOR RECORDS DISPOSITION AUTHORITY <i>(See Instructions on reverse)</i>		LEAVE BLANK	
TO: GENERAL SERVICES ADMINISTRATION NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408		JOB NO. N1-286-90-1	DATE RECEIVED 12/21/89
1. FROM (Agency or establishment) AGENCY FOR INTERNATIONAL DEVELOPMENT		NOTIFICATION TO AGENCY	
2. MAJOR SUBDIVISION MS/MO/PA/RM		In accordance with the provisions of 44 U.S.C. 3303a the disposal request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10. If no records are proposed for disposal, the signature of the Archivist is not required.	
3. MINOR SUBDIVISION			
4. NAME OF PERSON WITH WHOM TO CONFER Elizabeht Wrightson	5. TELEPHONE EXT. 875-1471	DATE 12/22/89	ARCHIVIST OF THE UNITED STATES 

6. CERTIFICATE OF AGENCY REPRESENTATIVE

I hereby certify that I am authorized to act for this agency in matters pertaining to the disposal of the agency's records; that the records proposed for disposal in this Request of _____ 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, if required under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies, is attached.

A. GAO concurrence: is attached; or is unnecessary.

B. DATE 12/18/89	C. SIGNATURE OF AGENCY REPRESENTATIVE 	D. TITLE Records Management Officer
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7. ITEM NO.	8. DESCRIPTION OF ITEM <i>(With Inclusive Dates or Retention Periods)</i>	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN <i>(NARS USE ONLY)</i>
1.	<p>Proposed changes to A.I.D. Handbook 21, Part II, pages 6A-17 and 6A-18.</p> <p>Audio Visual Files</p> <p>a. Original video tapes.</p> <p>Routine subjects that do not reflect the Agency's mission, such as management training films, or those used for training in narrow areas of technology such as "how to" build a bridge, irrigate a field, build a shed or house, maintain cattle, pasteurize milk, etc.</p> <p>Cut off annually. Destroy when 10 yrs. old or when no longer, needed whichever is sooner.</p> <p>b. Motion Pictures.</p> <p>Routine subjects that do not reflect the Agency's mission.</p> <p>Cut off annually. Destroy when 10 yrs. old or when no longer, needed whichever is sooner.</p>	<p>03160</p> <p>N1-286-86-1</p> <p>03230</p> <p>N1-286-86-1</p>	