


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. N1-362-91-1	DATE RECEIVED
1. FROM <i>(Agency or establishment)</i> Peace Corps of the United States		NOTIFICATION TO AGENCY 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disposal request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.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.	
2. MAJOR SUBDIVISION			
3. MINOR SUBDIVISION			
4. NAME OF PERSON WITH WHOM TO CONFER Ron Kendall	5. TELEPHONE EXT. (202) 606-3420	DATE 6/13/91	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 5 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 3/12/91	C. SIGNATURE OF AGENCY REPRESENTATIVE 	D. TITLE Acting Director Record Management Div.
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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 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN 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>
SEE ATTACHED PAGES			

Copies sent to agency, NN-W, NNW-S, NNT, NCF 6/19/91

PEACE CORPS
(Record Group 362)

Described below are all remaining unscheduled records assigned to RG 362 at the Washington National Records Center. Often intermingled with the permanent records are disposable materials which cannot easily be removed until the records are transferred to the National Archives where they can be screened during archival processing. In addition to those records identified in this schedule, the National Archives will remove records authorized for destruction under the following:

1. Records authorized for destruction by SF 115s approved for Peace Corps records;
2. Records authorized for destruction by the General Records Schedules, and;
3. Nonrecord including duplicate materials.

Office of the Director

1. Public Relations Correspondence of the Director, Acting Director, and Deputy Director of the Peace Corps, 1961-66. 10 cubic feet. Arranged for the most part chronologically by year.

Copies of outgoing letters and telegrams, responses from the Director, Acting Director, or Deputy Director, accompanied by original letter, brochures, and clippings from non-profit organizations and educational institutions, relating to community relations and public speaking engagements. The Speaker's Bureau or Community Relations Section evaluated requests on in-coming letter briefs. The earliest responses were personally signed by R. Sargent Shriver, Bill Moyers, or Warren W. Wiggins. Later letters were signed by Peace Corps staff from the Speaker's Bureau or Community Relations Section. The last folder in Box 10 contains a separate file on requests for speakers from the National Council of Churches, 1961-1962.

WNRC Accession 362-68A3833 Boxes 1-10

Destroy immediately.

Office of Peace Corps Volunteers

2. Associate Director's Subject Files, 1961-66. Less than 6 cubic feet. Arranged by subject.

Copies of memorandums sent, memorandums received, authorizations, budget papers, organizational charts, correspondence, lists, minutes, reports, telegrams, plans, working

papers, cables, and notes pertaining to the mission, functions, and activities of the abolished Office of Peace Corps Volunteers (PCV) and its 3 divisions: Selection, Training, and Volunteer Support. PCV exercised responsibility over Peace Corps Volunteers from the time of their initial application through their termination at the completion of their assignment. Included are records relating to PCV interaction with the offices of Program Development and Organization, Planning and Evaluation, Public Affairs, and International Operations; an Office of Management Survey of PCV and its divisions (1964-1965); briefing papers prepared for Congressional hearings in 1965; a PCV Financial Operating Plan for FY 1963; functional analysis of PCV's divisions; progress reports to the Peace Corps Director (1963); a draft of Warren W. Wiggins's "A Proposal for a United States Department of Development" (1965) that involved the Peace Corps; minutes of all PCV Staff meetings (1962-1966); PCV delegations of authority; confidential memorandums from the Associate Director, PCV, to the Peace Corps Director (1963-1964); PCV personnel ceilings; memorandums on the merger of Division of Volunteer Administration and Division of Volunteer Field Support in 1963; and files on returned Peace Corps Volunteers.

WNRC Accessions 362-66A1235 Boxes 5-9
 362-69A3689 2 (partial)

PERMANENT. Offer immediately to the National Archives.

Office of Selection

3. Associate Director's Subject Files, 1967-68. 3 cubic feet. Arranged by subject.

Reports, statistical reports, correspondence, directives, instructions, budget papers, memorandums, opinions, schedules, directories, tables, and notes relating to the mission, functions, and activities of the Office of Selection and its 3 divisions. Included is an annotated report, In-House Studies of Peace Corps Selection (1967).

WNRC Accession 362-70A0243 Boxes 1-3

PERMANENT. Offer immediately to the National Archives.

Office of Training and Program Support

4. Subject Files of the Director of the Training Coordination Branch, 1965-70. 5 cubic feet. Arranged by subject.

Guides, training evaluations, training contracts, agendas of meetings, country training final reports, conference reports, regional workshop reports, agreements, bibliographies of training materials, memorandums, notes, and working papers relating to the procedures, activities, and accomplishments of the Training Coordination Branch of Latin

America Operations. Included are conference records and reports relating to Latin America, overseas program evaluations of some Latin American countries, records pertaining to the Training Information Retrieval System, Agency for International Development-Peace Corps Spanish language training agreement (1969), and field training in Mexico (1967-1970).

WNRC Accessions 362-69A5278 Boxes 1 (partial)-3 (partial)
362-72B3764 1-4

PERMANENT. Offer immediately to the National Archives.

Office of Public Affairs

5. Radio and Television Files, 1961-68. 4 cubic feet. Arranged chronologically by year, thereunder by type of media: (1) radio and (2) television, and thereunder by subject.

Sound recordings, correspondence with radio stations, Peace Corps radio campaign conducted by the Advertising Council of America, Inc., TV film scripts, brochures, certifications of TV film showings, correspondence with television stations, memorandums, and clippings pertaining to the earliest public relation efforts to recruit, test, and place Peace Corps Volunteers.

WNRC Accession 362-69A3183 Boxes 1-4

- a. All records excluding those covered by "b" below.

PERMANENT. Offer immediately to the National Archives

- b. Routine correspondence, data on campaign radio and television showings, and routine chronological files.

Destroy during archival processing.

Office of Compliance

6. Investigative Case Files, 1964-83. 11 cubic feet. Arranged chronologically by year and thereunder numerically by closed case.

Journals kept by investigators, chronological lists, telegrams, notes, interrogation reports, working papers, memorandums, photographs, publications, exhibits, and final reports pertaining to closed investigations. Ten investigative case files closed in 1979-1980 concern a murder of a Peace Corps Volunteer in Ghana, an automobile death of a Peace Corps Volunteer in Morocco, conditions of unrest in Nicaragua that jeopardized Peace Corps personnel and programs in that host country, and alleged charges of unprofessional

conduct by the Director of Peace Corps programs in Malaysia. Seventeen investigative case files closed in 1980-1983 relate to alleged unauthorized changes in payroll documents, alleged misuse of Peace Corps equipment, and, primarily, audits of Peace Corps service centers and year-end spending reviews.

WNRC Accessions	362-70E1696	Boxes	5
	362-88-0036		1-3
	362-88-0037		1-2
	362-88-0038		1
	362-88-0039		1-2
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PERMANENT. Transfer to the National Archives immediately.

Addendum to N1-362-91-1: Item Number Conversion ChartN1-362-91-1 Item NumberWNRC Project Item Number

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