

REQUEST FOR RECORDS DISPOSITION AUTHORITY (See Instructions on reverse)		LEAVE BLANK (NARA use only)	
TO: NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) WASHINGTON, DC 20408		JOB NUMBER N1-490-92-1	
1. FROM (Agency or establishment) Peace Corps		DATE RECEIVED 1-14-92	
2. MAJOR SUBDIVISION Office of Training and Program Support (OTAPS)		NOTIFICATION TO AGENCY	
3. MINOR SUBDIVISION Women in Development (WID)		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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.	
4. NAME OF PERSON WITH WHOM TO CONFER Tom Peirce	5. TELEPHONE 202-606-3420	DATE 4/14/92	ARCHIVIST OF THE UNITED STATES

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 3 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 1/14/92	SIGNATURE OF AGENCY REPRESENTATIVE <i>Tom Peirce</i>	TITLE Records Officer
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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 GRS OR SUPERSEDED JOB CITATION	10.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)
	<p>While serving as the Director of Placement and as a Special Assistant to the Peace Corps Director, Debbie Harding formed the first WID committee in 1976. On March 4, 1977, she was appointed the first WID Coordinator. She served until December 31, 1978. In 1978, the PC Act of 1961 was amended to include the Percy Amendment, which established the continuing role of WID in PC training and programs. Lael Stegall succeeded Harding as WID Coordinator in March 1979, and the program was placed under the Office of the Director until 1980, when Susan Scull became the WID Coordinator. Barbara Denman served as the WID Coordinator from 1983 - 1986, and Barbara Ferris has been the WID Coordinator since 1987.</p> <p>Series descriptions and dispositions are provided on the attached pages.</p>		

1 PROGRAM MONITORING: PROJECT REVIEW RECORDS
Reports submitted by field offices to
demonstrate support of the Women in
Development program. Arranged by PC region.
Volume: 5 inches.

PC Manual:
HB 892-1
item 361

Disposition: Temporary, cut off at end of
fiscal year, and **destroy** annually.

2 PROGRAM MISSION AND POLICY FILE
Records relating to the duties, functions
and purpose of the WID program. The
records should be segregated into two
subseries: a) Substantive Program Mission
and Policy records; and b) Routine
Administrative and Reference files.
The substantive records have permanent
historical value, and the routine files
have only temporary value. Arranged
alphabetically by subject. Volume: 3 feet.

a) Examples of permanent, substantive
Program Mission and Policy records include
but are not limited to: "Regional
Coordinators Group" Minutes of WID
Coordinators Meeting, 1986; Program
Records and Written Resources of Other
Organizations; "Presentations" (speeches
by Denman); and Association for WID, April,
1987.

Disposition of PERMANENT records: **transfer**
records to the National Archives when a
new WID Coordinator is appointed, or every
5 years, whichever occurs first.

b) Examples of temporary routine records
include but are not limited to pamphlets,
brochures, and related records of
organizations dedicated to promoting and
assisting with programs for women, such as:
reference copies of speeches by Loret Miller
Ruppe, Director, PC; film purchase ordering
information; "Beyond the Borders," 8 by 8
inch floppy disc and draft text for handbook;
"Budget-OTAPS," 1985 proposals for FY 1986-
1987; "Financial-PSCS, PRs, Contracts, General
info.;" "SPA/TA - OTAPS, 1985-1987;" Peace
Corps, PC 25th Anniversary; OTAPS; ICE;

Africa Food Systems Initiative; Gender Issues in Farming Systems Research; Private Voluntary Organizations (PVO), Non-Government Organizations (NGO), the American Association for International Aging, and the American Association of Retired Persons.

Disposition of TEMPORARY records: Review annually and **destroy** when no longer needed for program administration.

- 3 WID REGIONAL PROGRAM FILES, 1981-1986.
Records relating to the WID program in the PC regions: Africa, Inter-America, and NANEAP. Arranged alphabetically by region. Volume: 8 inches.

Disposition: Permanent, **transfer** to the National Archives immediately.

- 4 WID FILES RELATING TO THE UNITED NATIONS DECADE FOR WOMEN, 1975 - 1985
Records of the interaction between WID and the UN to promote the education of women, and to sustain joint UN/WID goals through WID symposia. Examples include but are not limited to: Information kit for UN Conference; World Meeting for Women, Nairobi, Kenya, 1985; WID/UN at Kenya Conference; NANEAP WID Symposium, Sept. 1985; INTER-AMERICA WID SYMPOSIUM, Sept. 1985; Jane Brown and Nancy Geyer's Tours, 1983; WID Conference-Bangkok, 1979. Unarranged. Volume: 18 inches.

Disposition: Permanent, **transfer** to the National Archives immediately.

- 5 WID ANNUAL REPORT HB 892-1
Arranged chronologically. Volume: 1 inch. item 146.1

Disposition: Permanent, **transfer** ^{records in 5-year blocks} ~~1 copy~~
to the National Archives ~~annually~~.

When oldest record is 5 years old.

- per phone conversation
4-3-92
NAF

6 WID QUARTERLY NEWSLETTER "THE EXCHANGE" HB 892-1
Arranged chronologically. Volume: 2 inches item 146.4
annually.

Disposition: Permanent, transfer ~~1 copy~~ ^{records in 5-year blocks}
~~of each edition~~ to the National Archives
~~annually~~ when oldest record is 5 years old.

- per phone conversation
4-3-92
MAJ

7 WID PAMPHLETS, BROCHURES AND RELATED
PUBLICATIONS
Unarranged. Volume: 1 inch annually.

Disposition: Permanent, transfer ~~1 copy~~ ^{records in 5-year blocks}
~~of each WID publication~~ to the National
Archives ~~annually~~ when oldest record is 5 years old.

- per phone conversation
4-3-92
MAJ

8 COMMERCIALLY PRODUCED VIDEO TAPES RELATING
TO EDUCATING WOMEN ON A VARIETY OF TOPICS
Arranged alphabetically by title. Volume:
3 tapes annually.

Disposition: Temporary, transfer to Peace
Corps Library when a new WID coordinator
is appointed, retain in Library for 5
years, then **destroy**.