REQUEST FOR RECORD DISPOSITION AUTHORITY

(See Instructions on reverse)

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

1 FROM (Agency or establishment)
PEACE CORPS OF THE UNITED STATES

2 MAJOR SUBDIVISION

3 MINOR SUBDIVISION

4 NAME OF PERSON WITH WHOM TO CONFER 5 TELEPHONE
Tom Peirce, Records Officer (202)
606-3420

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 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,

\[ \square \] is not required, \[ \square \] is attached, or \[ \square \] has been requested

DATE SIGNATURE OF AGENCY REPRESENTATIVE TITLE
12/18/93 Records Officer

1. Program Correspondence Files

Official copies of outgoing correspondence (yellow file copies), original incoming correspondence received by Peace Corps, and other communications.

a. Files of High-Level Agency Officials.

(1) Files of the Deputy Director; Chief of Staff; Associate Director of Management; Associate Director for Planning, Budget and Financial Management; Associate Director for Volunteer Recruitment and Selection; Regional Director for Africa Operations; Regional Director for Inter-America Operations; Regional Director for Eurasia and the Mediterranean; Regional Director for Asia and the Pacific; Director for the Office of Training and Program Support; Director for International Research; Inspector General; General Counsel; Director for External Affairs; and Director of the Equal Opportunity Office.

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JO 3 NUMBER
N1-490-92-3

DATE RECEIVED
09-28-92

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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10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

PREVIOUS EDITION NOT USABLE

STANDARD FORM 115 (REV 3-91)
Prescribed by NARA
36 CFR 1228
CUTOFF at the close of the Fiscal Year.

RETIRE to WNRC when four years old or when no longer needed for administrative purposes, whichever is sooner.

PERMANENT: Transfer to Archives in 5-year blocks when latest records are 10 years old.

(2) Files of other offices designated by agency to have Associate Director or higher status.

CUT OFF at the close of the Fiscal Year.

RETIRE to WNRC when four years old or when no longer needed for administrative purposes, whichever is sooner.

PERMANENT: Transfer to Archives in 5-year blocks when latest records are 10 years old.

b. All other offices.

CUT OFF at the close of the Fiscal Year.

DESTROY three years after cutoff.