

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 NI-490-92-3	DATE RECEIVED 09-28-92
1 FROM (Agency or establishment) PEACE CORPS OF THE UNITED STATES		NOTIFICATION TO AGENCY	
2 MAJOR SUBDIVISION		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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10	
3 MINOR SUBDIVISION		DATE 1/16/93	ARCHIVIST OF THE UNITED STATES
4 NAME OF PERSON WITH WHOM TO CONFER Tom Pearce, Records Officer	5 TELEPHONE (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 1 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 12/18/92	SIGNATURE OF AGENCY REPRESENTATIVE 	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7 ITEM NO	8 DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARA USE ONLY)
1.	<p><u>Program Correspondence Files</u></p> <p>Official copies of outgoing correspondence (yellow file copies), original incoming correspondence received by Peace Corps, and other communications.</p> <p>a. <u>Files of High-Level Agency Officials.</u></p> <p>(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.</p>		

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.