


REQUEST FOR RECORDS DISPOSITION AUTHORITY		JOB NUMBER NI-573-07-3	
TO: NATIONAL ARCHIVES & RECORDS ADMINISTRATION 8601 ADELPHI ROAD COLLEGE PARK, MD 20740-6001		Date received 8/23/07	
1. FROM (Agency or establishment) UNITED STATES INSTITUTE OF PEACE		NOTIFICATION TO AGENCY	
2. MAJOR SUBDIVISION Iraq Study Group		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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.	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			
4. NAME OF PERSON WITH WHOM TO CONFER Christopher de Paola	5. TELEPHONE NUMBER 202 429-3800	DATE 8-20-07	ARCHIVIST OF THE UNITED STATES <i>Alla W...</i>
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 <u>1</u> page(s) are not needed now for the business for 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,			
<input checked="" type="checkbox"/> is not required <input type="checkbox"/> is attached; or <input type="checkbox"/> has been requested.			
DATE 8/20/2007	SIGNATURE OF AGENCY REPRESENTATIVE 		TITLE Director of Administrative Operations
7. ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
	See attached.		
	<i>8/21/08 copies sent to agency, NWMS, NWMR, NWTC, & NWM</i>		

IRAQ STUDY GROUP

1. Executive Director's Files.

Briefing materials, notes, memorandums, reports, drafts, agendas, talking points, and other materials created and maintained by the Executive Director.

Disposition: **PERMANENT.** Transfer to a records storage facility immediately. Transfer to the National Archives in 2009.

2. Staff Assistant's Files.

Briefing materials, meeting files, documents, clippings, memorandums, background papers, drafts, and other materials created and maintained by the Staff Assistant. Includes drafts and background materials for the final report.

Disposition: **PERMANENT.** Transfer to a records storage facility immediately. Transfer to the National Archives in 2009.

3. Electronic Program Records.

E-mail with attachments, documents, drafts, and other electronic records relating to the work and activities of the ISG.

Disposition: **PERMANENT.** Pre-accession to the National Archives immediately. Transfer to the National Archives in 2009.