

ACTIVE ITEMS. These items, unless subsequently superseded, may be used by the agency to disposition records. It is the responsibility of the user to verify the items are still active.

INACTIVE ITEMS. These items may no longer be used to disposition records. They are superseded or obsolete. References to more recent schedules are provided below as a courtesy. Some items may be annotated on the schedule.

NA ITEMS. These items have no applicable status (active or inactive). These items cannot be used for disposition.

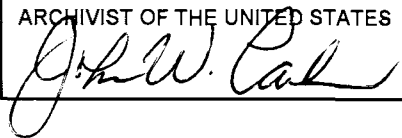
For example, not applicable items were filing instructions, describe non-records, pointed to another disposition authority, listed as "reserved", were lined off and not approved at the time of scheduling or had an instruction of "disposition not approved".

(P) Permanent - item with permanent disposition

(T) Temporary - item with temporary disposition

ITEM	STATUS	WHY INACTIVE
1	Inactive (P)	Accessioned by NARA from the Federal Records Center Program
2	Inactive (P)	Accessioned by NARA from the Federal Records Center Program
3	Inactive (P)	Accessioned by NARA from the Federal Records Center Program
4	Inactive (T)	Accessioned by NARA from the Federal Records Center Program
5	Inactive (P)	Accessioned by NARA from the Federal Records Center Program
6	Inactive (P)	Accessioned by NARA from the Federal Records Center Program
7	Active (P)	
8	Inactive (P)	Accessioned by NARA from the Federal Records Center Program
9	Active (P)	
10	Active (T)	306-63-0190 box 562
11	Inactive (T)	Destroyed by the Federal Records Center Pogram
12	Active (T)	
13	Inactive (P)	Accessioned by NARA from the Federal Records Center Program
14	Inactive (P)	Accessioned by NARA from the Federal Records Center Program
15	Inactive (P)	Accessioned by NARA from the Federal Records Center Program
16	Inactive (P)	Accessioned by NARA from the Federal Records Center Program

17	Inactive (P)	Accessioned by NARA from the Federal Records Center Program
18	Inactive (P)	Accessioned by NARA from the Federal Records Center Program
19	Inactive (P)	Accessioned by NARA from the Federal Records Center Program
20	Inactive (P)	Accessioned by NARA from the Federal Records Center Program
21	Inactive (P)	Accessioned by NARA from the Federal Records Center Program
22	Inactive (P)	Accessioned by NARA from the Federal Records Center Program
23	Inactive (P)	Accessioned by NARA from the Federal Records Center Program
24	Inactive (P)	Accessioned by NARA from the Federal Records Center Program
25	Inactive (P)	Accessioned by NARA from the Federal Records Center Program
26	Inactive (P)	Accessioned by NARA from the Federal Records Center Program
27	Inactive (T)	Destroyed by the Federal Records Center Program
28	Inactive (P)	Accessioned by NARA from the Federal Records Center Program
29	Inactive (P)	Accessioned by NARA from the Federal Records Center Program
30	Inactive (P)	Accessioned by NARA from the Federal Records Center Program
31	Inactive (P)	Accessioned by NARA from the Federal Records Center Program
32	Inactive (P)	Accessioned by NARA from the Federal Records Center Program
33	Inactive (P)	Accessioned by NARA from the Federal Records Center Program
34	Inactive (P)	Accessioned by NARA from the Federal Records Center Program
35	Inactive (P)	Accessioned by NARA from the Federal Records Center Program
36	Inactive (P)	Accessioned by NARA from the Federal Records Center Program
37	Inactive (P)	Accessioned by NARA from the Federal Records Center Program
38	Inactive (T)	Destroyed by the Federal Records Center Program
39	Inactive (P)	Accessioned by NARA from the Federal Records Center Program
40	Active (T)	
41	Inactive (P)	Accessioned by NARA from the Federal Records Center Program
42	Inactive (P)	Accessioned by NARA from the Federal Records Center Program
43	Inactive (T)	Destroyed by the Federal Records Center Program
44	Active (T)	
45	Active (T)	
46	Active (T)	
47	Active (P)	
48	Inactive (P)	Accessioned by NARA from the Federal Records Center Program
49	Active (P)	
50	Inactive (P)	Accessioned by NARA from the Federal Records Center Program
51	Inactive (P)	Accessioned by NARA from the Federal Records Center Program

REQUEST FOR RECORDS DISPOSITION AUTHORITY		JOB NUMBER <u>NI-306-96-4</u>	
To: NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) WASHINGTON, DC 20408		DATE RECEIVED <u>3/2/98</u>	
1. FROM (Agency or establishment) UNITED STATES INFORMATION AGENCY		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			
4. NAME OF PERSON WITH WHOM TO CONFER <u>Shelia A. Prince</u>	5. TELEPHONE <u>(202) 619-5479</u>	DATE <u>1-27-98</u>	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 <u>19</u> 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 <u>2/19/98</u>	SIGNATURE OF AGENCY REPRESENTATIVE 	TITLE <u>Records Officer</u>	
7. Item No.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
	This schedule covers records of United States Information Agency elements retired by the Office of Policy and Plans: Office of Policy and Plans Office of Policy and Research Office of Private Cooperation Please see attached sheets.		

OFFICE OF POLICY AND PLANS
{IOP}
Office-level Files

1. **General Subject Files, 1949-1970.** Arranged by subject. The files consist of memorandums, questions and answers, reports, official-informal correspondence, drafts, statements, Operations Memorandums, telegrams, despatches, notes, chits, documents, memorandums of conversation, and other material relating to all aspects of the USIA program and events in U.S. foreign policy and relations with other countries.

Volume: 47 feet

WNRC Acc. No. 306-63A190	boxes 559-561
WNRC Acc. No. 306-63A190	boxes 565-567
WNRC Acc. No. 306-63A190	boxes 568-570
WNRC Acc. No. 306-63A190	boxes 571-572
WNRC Acc. No. 306-63A190	boxes 574-576
WNRC Acc. No. 306-63A190	boxes 603-606
WNRC Acc. No. 306-65A175	boxes 130-133
WNRC Acc. No. 306-66A274	boxes 116-120
WNRC Acc. No. 306-68A5160	box 10 (pt)
{Lot 66D498: 1 folder/envelope "All Top Secret Information"}	
[See also items 5 and 8]	
WNRC Acc. No. 306-67A222	boxes 111-116
WNRC Acc. No. 306-68A1415	boxes 286-289
WNRC Acc. No. 306-69A3445	boxes 154-157
WNRC Acc. No. 306-72A5121	boxes 308-310
WNRC Acc. No. 306-72A5121	boxes 311-313

PERMANENT. Transfer to the National Archives immediately.

2. **Miscellaneous Subject Files, 1957-1961.** Arranged by subject or type of records. The files consist of despatches, telegrams, memorandums, notes, chits, correspondence, official-informal correspondence, memorandums of conversation, drafts, and other material.

Volume:1 foot

WNRC Acc. No. 306-63A368 box 45

PERMANENT. Transfer to the National Archives immediately.

3. **"A Study of USIA Operating Assumptions," 1954.** This is the master set of the 1954 study on USIA operating assumptions prepared for USIA by the Institute of Communications Research, Inc. The study consisted of a summary and a five volume report.

Volume: 1 foot

WNRC Acc. No. 306-69A3445 box 159

PERMANENT. Transfer to the National Archives immediately.

4. **Reference Files, 1954-1966.** Unarranged. Multiple extra copies of *World Survey III: Public Opinion Questions for 1966*; *A Study of USIA Operating Assumptions* (1954); and *Problems in Dialogue: Brazilian University Students and the United States* (1965).

WNRC Acc. No. 306-69A3445 box 158

Destroy immediately.

5. **Records relating to bacteriological warfare charges and the Korean War, 1951-1954.** Arranged by subject or name of country. The files consist of correspondence, reports, notes, chits, documents, telegrams, airgrams, memorandums of conversation, memorandums, guidances, drafts, intelligence documents, Operations Memorandums, despatches, clippings, "Official-informal" correspondence, and other material relating to Communist charges of American use of bacteriological warfare in Korea and the Korean War.

Volume: 3+ feet

WNRC Acc. No. 306-65A564 boxes 117-119

WNRC Acc. No. 306-68A5160 box 10 (part)

{Lot 64D423: 2 folders "Brainwashing"
and "Biological Warfare"}

[See also items 1 and 8]

PERMANENT. Transfer to the National Archives immediately.

6. **Top Secret Committee Records, 1951-1954.** Arranged by name of committee. The files consist of memorandums, reports,

studies, documents, telegrams, minutes of meetings, agendas, and other material relating to involvement with various Congressional and inter-agency committees.

Volume: 1 foot

WNRC Acc. No. 306-68A5160 box 9

PERMANENT. Transfer to the National Archives immediately.

7. Records relating to the Peace Corps, 1960-1963. Arranged by subject and region. The files consist of telegrams, memorandums, statements, drafts, notes, chits, press releases, memorandums of conversation, backgrounders, airgrams, reports, agendas, clippings, and other materia relating to the U.S. information program relating to the Peace Corps.

Volume: 3 feet

WNRC Acc. No. 306-66A1129 boxes 159-161

PERMANENT. Transfer to the National Archives immediately.

8. Records relating to NSC matters, 1953-1964. Arranged roughly chronologically. The files consist of memorandums, lists, reports, drafts, documents, telegrams, "official-informal" correspondence, Operations Memorandums, and other material relating to USIA's contribution to issues dealt with by the NSC.

Volume: 3-4 inches

WNRC Acc. No. 306-68A5160 box 10 (part)
 {Lot 66D471: 3 envelopes}
 [See also items 1 and 5]

PERMANENT. Transfer to the National Archives immediately.

9. Records relating to Counter-Insurgency matters, 1962-1966. Arranged by country or subject. The files consist of correspondence, memorandums, reports, studies, airgrams, telegrams, publications, briefing materials, notes, chits, agendas, meeting notes, minutes of meeting, and other material relating to USIA's heavy involvement with counter-insurgency matters, especially the work and activities of the Special Group (CI).

Volume: 4 feet

WNRC Acc. No. 306-68A1415 boxes 294-297.

PERMANENT. Transfer to the National Archives immediately.

10. **Classified document accountability records, 1953-1972.** Arranged in packets. These records consist of the torn off tops of classified documents retained for security accountability purposes.

WNRC Acc. No. 306-63A190 box	562
WNRC Acc. No. 306-63A190 box	573
WNRC Acc. No. 306-63A190 box	578
WNRC Acc. No. 306-63A190 box	590
WNRC Acc. No. 306-63A190 boxes	607-608
WNRC Acc. No. 306-63A368 box	8
WNRC Acc. No. 306-63A368 box	49 (part)
	[See also item 19]
WNRC Acc. No. 306-64A193 box	53 (part)
	[See also item 15]
WNRC Acc. No. 306-65A564 boxes	41-42
WNRC Acc. No. 306-67A222 box	117
WNRC Acc. No. 306-67A222 box	123
WNRC Acc. No. 306-67A1306 box	66

Destroy immediately.

Executive Director
{ IOP/EX }

11. **Subject Files, 1961-1965.** Arranged by subject. The files consist of memorandums, charts, budget estimates, correspondence, statements, requirement, and other related material.

WNRC Acc. No. 306-68A1415 boxes 282-283

Destroy immediately.

12. **Subject Files, 1961-1965.** Arranged by subject. The files consist of memorandums, charts, budget estimates, correspondence, statements, requirement, and other related material.

WNRC Acc. No. 306-68A1415 boxes 284-285

Destroy immediately.

Program Coordination Staff

13. **Subject Files, 1965-1970.** Arranged by subject. The files consist of memorandums, reports, telegrams, airgrams, notes, chits, speeches and statements, clippings, draft, publications, and other material relating to media projects, motion pictures, press and publications, broadcasting, and other related matters.

Volume: 4 feet

WNRC Acc. No. 306-73-56 boxes 1-4

PERMANENT. Transfer to the National Archives immediately.

14. **Records relating to conferences, 1963-1965.** Arranged by conference and thereunder chronologically by date of conference. The files consist of memorandums, reports, correspondence agendas, despatches, airgrams, publications, agendas, and other material relating to conferences on cultural matters.

Volume: 1 foot

WNRC Acc. No. 306-68A1415 box 293

PERMANENT. Transfer to the National Archives immediately.

Long Range Planning Officer

15. **Program Files, 1953-1965.** Arranged by subject or type of records. The files consist of telegrams, instructions, Operations Memorandums, memorandums, notes, chits, correspondence, drafts, agendas, outlines, reports, and other material relating to long range planning and NSC matters.

Volume: 2-1/2 feet

WNRC Acc. No. 306-64A193 boxes 53 (part)-54

[See also item 10]

WNRC Acc. No. 306-68A1415 box 280

PERMANENT. Transfer to the National Archives immediately.

Labor and Minorities Officer

{16} **Records relating to Labor and Minority Affairs, 1948-1960.** Arranged by subject, name of country, or type of records. The files consist of despatches, airgrams, Operations Memorandums, telegrams, instructions, information guides, memorandums, notes, chits, clippings, documents, publications, correspondence, official-informal correspondence, memorandums of conversation, translations, drafts, press releases, speeches and statements, and other material relating to labor and minority affairs.

Volume: c. 18 feet.

WNRC Acc. No. 306-63A190 boxes 591-602
WNRC Acc. No. 306-63A368 box 44 (part)
[See also item 23]
WNRC Acc. No. 306-67A1306 boxes 64-65
WNRC Acc. No. 306-68A1415 box 259
WNRC Acc. No. 306-72A5121 box 314

PERMANENT. Transfer to the National Archives immediately.

Economic Adviser

{17} **Subject Files, 1965-1969.** Arranged by subject. The files consist of correspondence, memorandums, notes, chits, reports, correspondence, drafts, telegrams, airgrams, clippings, and other material relating to economic matters.

Volume: 4½ feet

WNRC Acc. No. 306-71A2101 box 239 (part)
[See also item 51]
WNRC Acc. No. 306-72A5121 boxes 318-321

PERMANENT. Transfer to the National Archives immediately.

18. **Records relating to the "Peoples' Capitalism" project, 1956-1959.** Arranged by subject. The files consist of correspondence, notes, chits, telegrams, drafts, despatches,

airgrams, reports, memorandums, Operations Memorandums, and other material relating to the "Peoples' Capitalism" project.

Volume: 1 foot

WNRC Acc. No. 306-63A368 box 48

PERMANENT. Transfer to the National Archives immediately.

19. Records relating to the Operations Coordinating Board (OCB) and the Trade Fair Program, 1955-1961. Arranged by subject. The files consist of memorandums reports, telegrams, despatches, correspondence, drafts, documents, notes, chits, and other material relating to USIA participation in the OCB and the trade fair program.

Volume: ½ foot

WNRC Acc. No. 306-63A368 box 49 (part)
[See also item 10]

PERMANENT. Transfer to the National Archives immediately.

Science Adviser

20. Records relating to atomic energy matters, 1953-1961. Arranged roughly chronologically. The files consist of telegrams, memorandums, Operations Memorandums, despatches, correspondence, "official-informal" correspondence, notes, chits, documents, memorandums of conversation, and other material relating to atomic energy matters.

Volume: ½ foot

WNRC Acc. No. 306-64A536 box 119 (part)
[See also item 25]

PERMANENT. Transfer to the National Archives immediately.

21. Subject Files, 1958-1962. Arranged by subject, country, or USIA organizational element. Includes some chronological files. The records consist of memorandums, reports, correspondence, telegrams, despatches, airgrams, notes, chits, clippings, guidances, documents, and other material relating to scientific matters.

Volume: 11 feet

WNRC Acc. No. 306-65A1075 boxes 188-193

WNRC Acc. No. 306-306-75-23 boxes 1-5

PERMANENT. Transfer to the National Archives immediately.

Cultural Affairs and Youth Adviser

22. **Program Files, March 1953-December 1962.** Arranged chronologically. The files consist of memorandums, reports, correspondence, telegrams, notes, chits, despatches, Operations Memorandums, "official-informal" correspondence, and other material relating to cultural, youth, and student affairs.

Volume: 4 feet

WNRC Acc. No. 306-64A853 boxes 96-99

PERMANENT. Transfer to the National Archives immediately.

23. **Subject Files, 1955-1971.** Arranged by year and thereunder by subject. The files consist of telegrams, memorandums, correspondence, reports, despatches, airgrams, notes, chits, publications, documents, minutes, agendas, speeches, and other material relating to cultural, student, and youth matters.

Volume: 33-1/2 feet

WNRC Acc. No. 306-63A368 boxes 44 (part)

[See also item 16]

WNRC Acc. No. 306-65A1075 boxes 180-184

WNRC Acc. No. 306-66A274 boxes 121-122

WNRC Acc. No. 306-67A1306 boxes 67-68

WNRC Acc. No. 306-68A1415 boxes 260-261

WNRC Acc. No. 306-68A1415 boxes 262-263

WNRC Acc. No. 306-68A1415 boxes 290-292

WNRC Acc. No. 306-69A3445 boxes 174-177

WNRC Acc. No. 306-71A2101 boxes 246-249

WNRC Acc. No. 306-74-44 boxes 1-2

WNRC Acc. No. 306-75-16 boxes 1-7

PERMANENT. Transfer to the National Archives immediately.

24. **Records relating to the International Cooperation Year (ICY), 1964-1965.** Arranged by subject or type of records. The files consist of transcripts, memorandums, reports, inventories, publications, notes, chits, correspondence, press releases, agendas, minutes, and other material relating to USIA involvement with planning and implementation of U.S. activities relating to the International Cooperation Year (ICY).

Volume: 1 foot

WNRC Acc. No. 306-68A1415 box 264

PERMANENT. Transfer to the National Archives immediately.

Liaison Officers

25. **General Liaison Files, 1953-1961.** Arranged roughly chronologically. The files consist of telegrams, memorandums, Operations Memorandums, correspondence, "official-informal" correspondence, notes, chits, documents, and other material relating to general liaison activities.

Volume: ½ foot

WNRC Acc. No. 306-64A536 box 119 (part)
[See also item 20]

PERMANENT. Transfer to the National Archives immediately.

26. **Defense Liaison Files, 1951-1962.** Arranged by subject. The files consist of memorandums, correspondence, despatches, telegrams, notes, chits, instructions, "official-informal" correspondence, clippings, documents, and other material relating to USIA liaison with the Department of Defense and the Service Agencies.

Volume: 7 feet

WNRC Acc. No. 306-63A791 boxes 83-87
WNRC Acc. No. 306-63A791 boxes 89-90

PERMANENT. Transfer to the National Archives immediately.

27. **OCB Operational Plans and Reports, 1953-1960.** These

records consist of a collection of OCB operating plans and reports maintained by the liaison officer.

WNRC Acc. No. 306-63A791 box 88

Destroy immediately.

28. Defense Liaison Files (Joseph Kitchin), 1958-1963.

Arranged by subject. The files consist of telegrams, memorandums airgrams, correspondence, notes, chits, drafts, press releases, guidances, background and briefing materials, reports, speeches and statements, and other material relating to military-civilian cooperation in public affairs and USIA liaison with the Department of Defense.

Volume: 2 feet

WNRC Acc. No. 306-66A1129 boxes 145-146

PERMANENT. Transfer to the National Archives immediately.

Communist Affairs Adviser

29. Records relating to Soviet Affairs, 1953-1960. Arranged by subject or type of records. The files consist of memorandums, reports, notes, chits, memorandums of conversation, correspondence, documents, telegrams, airgrams, Operations Memorandums, despatches, press releases, and other material relating to the USSR.

Volume: 1 foot

WNRC Acc. No. 306-63A190 box 577

PERMANENT. Transfer to the National Archives immediately.

30. Records relating to the USSR, 1955-1962. Arranged by subject. The files consist of despatches, telegrams, airgrams, notes, R&A reports, memorandums, reports, clippings, and other material relating to the USSR.

Volume: 1 foot

WNRC Acc. No. 306-64A853 box 157

PERMANENT. Transfer to the National Archives immediately.

31. Records relating to Communist affairs, 1955-1962.

Arranged by subject (files were once well arranged but have become disarranged during handling). The files consist of correspondence, "official-informal" correspondence, memorandums, notes, chits, telegrams, despatches, reports, documents, and other material relating to Communist affairs.

Volume: 1 foot

WNRC Acc. No. 306-64A536 box 118

PERMANENT. Transfer to the National Archives immediately.

Business Affairs Adviser

32. Subject Files, 1961-1970. Arranged by subject or by name of company. The files consist of memorandums, reports, correspondence, "official-informal" correspondence, notes, chits, drafts, publications, clippings Operations Memorandums, telegrams, memorandums of conversation, and other material relating to the private cooperation program.

Volume: 2 feet

WNRC Acc. No. 306-74-44 boxes 3-4

PERMANENT. Transfer to the National Archives immediately.

Policy Guidance Staff

33. Records relating to policy guidance matters, 1954-1962.

Arranged by subject or type of records. The files consist of memorandums, backgrounders, notes, chits, telegrams, Operation Memorandums, guidances, drafts, correspondence, reports, airgrams, and other material relating to the preparation and promulgation of policy guidance for the field.

Volume: 3+ feet

WNRC Acc. No. 306-63A791 box 81 (part)-82

[See also item 34]

WNRC Acc. No. 306-64A536 box 123

WNRC Acc. No. 306-66A1129 box 158

PERMANENT. Transfer to the National Archives immediately.

34. **Policy Guidances, 1950-1960.** Arranged by type of guidance and thereunder chronologically. There is some disorganization and duplication. The files consist of several different types of policy guidances prepared between 1950 and 1960.

Volume: 12 feet

WNRC Acc. No. 306-63A791 box 81 (part)
[See also item 33]

WNRC Acc. No. 306-64A536 box 124

WNRC Acc. No. 306-65A1075 boxes 199-209

PERMANENT. Transfer to the National Archives immediately.

35. **Policy Guidance files, 1953-1969.** Arranged by subject or type of records. The files consist of airgrams, reports, memorandums, noted, chits, telegrams, guidances, clippings, studies, despatches, and other material relating to the development and preparation of policy guidances and the subjects they deal with.

Volume: 16 feet

WNRC Acc. No. 306-69A3445 boxes 164-173

WNRC Acc. No. 306-72A5121 boxes 315-317

WNRC Acc. No. 306-72A5121 boxes 322-324

PERMANENT. Transfer to the National Archives immediately.

36. **Subject and Reaction Report Files, 1964-1968.** Arranged by subject or type of records. The files consist of telegrams, airgrams, Operations Memorandums, reports, Daily Reaction Reports for the President, media reaction reports, and other material.

Volume: 2 feet

WNRC Acc. No. 306-70A4044 boxes 56-57

PERMANENT. Transfer to the National Archives immediately.

**OFFICE OF POLICY AND RESEARCH
{ IOP }**

**Assistant Director Research and Analysis
{ IOP/R }**

37. **Research Program Subject Files, 1966-1967.** Arranged by subject. The files consist of memorandums, reports, notes, chits, correspondence, telegrams and other material relating to the overall work and activities of the USIA research and analysis staff.

Volume: 2 feet

WNRC Acc. No. 306-70A4044 boxes 58-59

PERMANENT. Transfer to the National Archives immediately.

38. **Liaison Files, 1951-1976.** Arranged by name of agency or by subject. The files consist of memorandums, notes, chits, correspondence, drafts, copies of agreements, reports, Operations Memorandums, telegrams, and other material. These are the files of the Collection and Liaison Division and its successors.

Volume: 4 feet

WNRC Acc. No. 306-78-20 boxes 1-4

Destroy immediately.

**European Division
{ IOP/RE }**

39. **Subject Files, 1955-1963.** Arranged by subject. The files consist of reports, despatches, correspondence, notes, chits, "official-informal" correspondence, memorandums, telegrams, Operations Memorandums, and other material relating to research work, primarily the work of the Liaison and Reports (L&R) units in Europe.

Volume: 1 foot

WNRC Acc. No. 306-68A4933 box 319

PERMANENT. Transfer to the National Archives immediately.

40. **Records relating to Eastern Europe, 1960-1965.** Arranged by country and thereunder by subject. The files consist of copies of despatches, copies of telegrams, copies of USIA field reports, copies of CIA telegrams, copies of CIA information reports, copies of R&A reports, extracts from serial intelligence publications, clippings, publications, and other materials relating primarily to the USSR, Poland, Rumania, Yugoslavia, Albania, Hungary, and other countries of Eastern Europe.

WNRC Acc. No. 306-68A4933 boxes 283-314

Destroy immediately.

**East Asia and Pacific Division
{IOP/RE}**

41. **Program Files (East Asia and Pacific), 1954-1965.** Arranged by subject or name of country. The files consist of correspondence, reports, memorandums, telegrams, airgrams, Operations Memorandums, despatches, "official-informal" correspondence, and other material.

Volume: 1 foot

WNRC Acc. No. 306-68A4933 box 321

PERMANENT. Transfer to the National Archives immediately.

**Latin America Division
{IOP/RL}**

42. **Program Files (Latin America), 1963-1965.** Arranged by subject or type of records. The files consist of correspondence, memorandums, reports, airgrams, telegrams, notes, chits, lists, and other material.

Volume: 2 feet

WNRC Acc. No. 306-68A1415 box 298
WNRC Acc. No. 306-69A3445 box 184

PERMANENT. Transfer to the National Archives immediately.

Near East and South Asia Division
{IOP/RN}

43. **Records relating to the Near East and South Asia, 1960-1965.** Arranged by country and thereunder by subject. The files consist of copies of despatches, copies of telegrams, copies of USIA field reports, copies of CIA telegrams, copies of CIA information reports, copies of R&A reports, extracts from serial intelligence publications, clippings, publications, and other materials relating primarily to India, Ceylon, Nepal, Afghanistan, Iran, Pakistan, Kuwait, Iraq, Jordan, Egypt, Lebanon, Saudi Arabia, Syria, Yemen, Cyprus, Turkey, Greece, and CENTO.

WNRC Acc. No. 306-68A4933 boxes 322-337

Destroy immediately.

Communist Propaganda Division
{IOP/RC}

44. **Records relating to Iron Curtain countries, 1959-1964.** Arranged by country and thereunder by subject. The files consist of copies of despatches, copies of telegrams, copies of USIA field reports, copies of CIA telegrams, copies of CIA information reports, copies of R&A reports, extracts from serial intelligence publications, clippings, publications, and other materials relating to Czechoslovakia, Yugoslavia, Bulgaria, and Rumania.

WNRC Acc. No. 306-68A1415 boxes 317-322

Destroy immediately.

45. **Records relating to Eastern Europe, 1960-1966.** Arranged by country and thereunder by subject. The files consist of copies of despatches, copies of telegrams, copies of USIA field reports, copies of CIA telegrams, copies of CIA

information reports, copies of R&A reports, extracts from serial intelligence publications, clippings, publications, and other materials relating to Czechoslovakia, Yugoslavia, Bulgaria, Rumania, and the USSR.

WNRC Acc. No. 306-68A1415 boxes 274-279

WNRC Acc. No. 306-68A1415 boxes 299-316

Destroy immediately.

46. Records on Near East and South Asian relations to Communist Countries, 1961-1966. Arranged by country and thereunder by subject. The files consist of copies of despatches, copies of telegrams, copies of USIA field reports, copies of CIA telegrams, copies of CIA information reports, copies of R&A reports, extracts from serial intelligence publications, clippings, publications, and other materials relating to Afghanistan, Arab world (general), Ceylon, Cyprus, Egypt, Greece, Iran, Iraq, Israel, Jordan, Kuwait, Lebanon, Nepal, Pakistan, Saudi Arabia, Syria, Turkey, and Yemen.

WNRC Acc. No. 306-69A6135 boxes 143-146

Destroy immediately.

**Media Reaction Unit
{ IOP/RM }**

47. Reaction Files (Vietnam and Africa), 1957-1967. Arranged by subject and thereunder chronologically. The files consist of memorandums, briefing papers, telegrams, airgrams, clippings, extracts, and other material relating to worldwide reaction to U.S. policies and actions.

Volume: 8 feet

WNRC Acc. No. 306-68A4933 boxes 317-318

WNRC Acc. No. 306-69A3445 boxes 178-183

PERMANENT. Transfer to the National Archives immediately.

**Program Analysis Staff
{ IOP/RP }**

48. **Records relating to worldwide radio developments, 1954-1963.** Arranged by year and thereunder by subject. The files consist of copies of despatches, copies of telegrams, copies of USIA field reports, copies of CIA telegrams, copies of CIA information reports, copies of R&A reports, extracts from serial intelligence publications, clippings, publications, and other materials relating to the development of government-sponsored radio broadcasting.

Volume: 7 feet

WNRC Acc. No. 306-68A4933 boxes 340-346

PERMANENT. Transfer to the National Archives immediately.

49. **Subject Files, 1955-1964.** Arranged by subject. The files consist of despatches, telegrams, surveys, reports, correspondence, tabulations, questionnaires, "official-informal" correspondence, drafts, and other material relating to surveys, studies, contests, and other matters.

Volume: 3 feet

WNRC Acc. No. 306-68A4933 boxes 348-350 [Box 347 was also part of this series but it was charged out in 1969 and never returned. At this point, it must be considered a permanent withdrawal.]

PERMANENT. Transfer to the National Archives immediately.

50. **Records relating to the development of the television industry, 1953-1963.** Arranged by year and thereunder by subject. The files consist of copies of despatches, copies of telegrams, copies of USIA field reports, copies of CIA telegrams, copies of CIA information reports, copies of R&A reports, extracts from serial intelligence publications, clippings, publications, and other materials relating to the development of the television industry, especially the number of stations and audience.

Volume: 7 feet

WNRC Acc. No. 306-68A4933 boxes 351-356
WNRC Acc. No. 306-69A3445 boxes 190-191

PERMANENT. Transfer to the National Archives immediately.

**OFFICE OF PRIVATE COOPERATION
{IOC}**

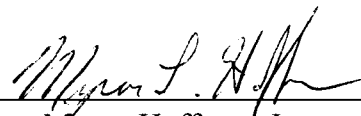
51. **Subject Files, 1961-1967.** Arranged by subject or by name of company. The files consist of memorandums, reports, correspondence, "official-informal" correspondence, notes, chits, drafts, publications, clippings Operations Memorandums, telegrams, memorandums of conversation, and other material relating to the program, work, and activities of the Office of Private Cooperation.

Volume: 6½ feet

WNRC Acc. No. 306-71A2101 boxes 239 (part)-245
[See also item 17]

PERMANENT. Transfer to the National Archives immediately.

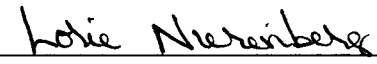
CONCURRENCES:



Myron Hoffman, I
Acting Associate Director
Bureau of Information

2-2-98

DATE

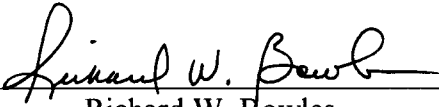


Lorie Nierenberg, GC
Office of the General Counsel

2/19/98

DATE

Concurrence is hereby granted for the destruction of records listed as Item 10, "Classified document accountability records (1953-1972)" which consist of torn off tops of classified documents retained for security accountability purposes and appraised by the National Archives and Records Administration's Archivist for USIA, David Langbart. Per the original transmittal form (Form 135) and Mr. Langbart, a majority of the records were archived by the former Office of Programs (IOP). Mr. Myron Hoffman, formerly assigned to IOP, has approved destruction of the records.



Richard W. Bowles
Chief, Adjudications Team

FEB 24 1999

Date