

REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

Rev N-10 10P24 PM

TO: **GENERAL SERVICES ADMINISTRATION,
NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408**

1. FROM (AGENCY OR ESTABLISHMENT)
US International Communications Agency

2. MAJOR SUBDIVISION
Associate Directorate for Management

3. MINOR SUBDIVISION
Office of Systems Technology, Records Mgmt. Unit

4. NAME OF PERSON WITH WHOM TO CONFER

Samuel D. Staton II

5. TEL. EXT.

724-9783

6. CERTIFICATE OF AGENCY REPRESENTATIVE:

I hereby certify that I am authorized to act for this agency in matters pertaining to the disposal of the agency's records; that the records proposed for disposal in this Request of 1 page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified.

☐ **A Request for immediate disposal.**

☒ **B Request for disposal after a specified period of time or request for permanent retention.**

C. DATE 2/10/81	D. SIGNATURE OF AGENCY REPRESENTATIVE <i>Harrison L. Davis</i> Harrison L. Davis	E. TITLE Chief - Message Center and Records Branch
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7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
1	<p>COUNTRY PLANS:</p> <p>Record copy of approved country plans, country data papers, program memorandums, assessment reports, and institutional analysis reports for each nation where USICA operates. Country plans provide executive direction to agency activities by establishing program objectives tailored to specific countries in accordance with US foreign policy. The other documents provide information on media, political, social or economic conditions and/or analyze program effectiveness.</p> <p>Arranged by fiscal year (calendar year prior to FY 1960), thereunder by geographic region and thereunder alphabetically by country. Files prior to 1959 are not arranged by geographic region, only alphabetically by country.</p> <p>Total vol.: 18 cf; annual accumulation: 1.5 cf.</p> <p>Disposition: PERMANENT. Offer to the National Archives when 20 years old. 30</p>	III-500/ 555.9m	

*Change made
and initialed
by S. Staton
2/10/81
RAC
2/10/81*

115-107

*Closed Out: 2-27-81: K.T.H. 1 Item
Copy sent to NCW, Agency, NNF & NNB*

STANDARD FORM 115
Revised April, 1975
Prescribed by General Services
Administration
FPMR (41 CFR) 101-11.4