NOTICE - SOME ITEMS SUPERSEDED OR OBSOLETE

Schedule Number: N1-059-94-034

Some items in this schedule are either obsolete or have been superseded by new NARA approved records schedules. This information is accurate as of: 10/23/2020

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These items, unless subsequently superseded, may be used by the agency to disposition records.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.

All items except the ones listed below are active

SUPERSEDED AND OBSOLETE ITEMS

The remaining items on this schedule may no longer be used to disposition records. They are superseded, obsolete, filing instructions, non-records, or were lined off and not approved at the time of scheduling. References to more recent schedules are provided below as a courtesy. Some items listed here may have been previously annotated on the schedule itself.

Item 2 is superseded by DAA-0059-2015-0011-0006 Item 3/B is superseded by DAA-0059-2015-0011-0007

REQUEST FOR RECORDS DISPO			LEAVE BLANK (NAF	RA use only)
(See Instructions on I		JOB	NUMBER NI -59	-9434
NATIONAL ARCHIVES and RECORDS A WASHINGTON, DC 20408	the second s		E RECEIVED 6/21	95
FROM (Agency or establishment)			NOTIFICATION TO	AGENCY
Department of State			In accordance with the pr	equisions of 11
MAJOR SUBDIVISION Bureau of Economic & Busine:	ss Affairs	11	U.S.C. 3303a the dispos	ition request.
MINOR SUBDIVISION	····	11	including amendments, is a for items that may be mark not approved" or "withdrawn	ed "disposition
Office of International Ener				
4. NAME OF PERSON WITH WHOM TO CONFER- 5. TELEPHONE		DAI	DATE ARCHIVIST OF THE UNITED STATES	
Iarria Braden 647-6011		7/1	7/14/95 Atha W. Carl	
hereby certify that I am authorized to act nd that the records proposed for disposal of this agency or will not be needed after he General Accounting Office, under the Agencies, X is not required;	on the attached <u>4</u> pay the retention periods spe provisions of Title 8 of t attached; or	the GA	re not now needed fo ; and that written con .O Manual for Guida been requested.	or the business currence from nce of Federal
ATE SIGNATURE OF AGENCY RE	PRESENTATIVE TITLE	-	nt of State	
16/95 Remitte FReson			Officer	
8. DESCRIPTION OF ITEM AND F	ROPOSED DISPOSITION		9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
See attached.				
-				•

OFFICE OF INTERNATIONAL ENERGY POLICY ENERGY CONSUMER-COUNTRY AFFAIRS DIVISION

NWML

1. Country/Subject Files

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Telegrams, memorandums, reports and related correspondence reflecting relations with major energy importing countries on energy-related matters. Documents reflect formulation, coordination and implementation of policies affecting bilateral and multilateral relations with these countries, especially with members of the International Energy Agency.

DISPOSITION: Permanent. Block files annually. Transfer to the RSC 2 years after cut off date for transfer to the WNRC. Transfer to the National Archives when 30 years old.

2. International Energy Agency (IEA) Program Files

Correspondence reflecting the operational activities of IEA. Included are rules and regulations, budget material, accreditation of candidates, staffing and personnel, Annual Report on U.S. Energy Policy and other related issues concerning IEA's activities and operations.

DISPOSITION: Block files annually. Transfer to the RSC 2 years after cut off date for transfer to the WNRC. Destroy when 10 years old.

3. International Energy Agency (IEA) Briefing Books

Prepared for various committee and sub-committee meetings. Briefing materials reflect U.S. Government's position on interagency policies and programs.

a. Master

DISPOSITION: Permanent. Transfer to the RSC when 5 years old for transfer to the WNRC. Transfer to the National Archives when 30 years old.

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b. Other copies

DISPOSITION: Destroy when purpose has been served.

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4. North American Free Trade Agreement (NAFTA) Testimonies

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Copies of Congressional hearings on energy as well as correspondence from private concerns stating views and opinions on specific issues.

DISPOSITION: Destroy when no longer needed for current operations.

ENERGY PRODUCER-COUNTRY AFFAIRS DIVISION

5. Country/Subject Files

. . .

Telegrams, memorandums, highlight reports, investment issues, economic indicators, talking points, initiatives and related correspondence reflecting U.S. international energy policy concerning energy producing countries, especially those exporting oil and natural gas, U.S. Government's energy policies and initiatives, promotion of U.S. energy interests overseas, meetings of the IEA Committee on Non-Member Countries and the Standing Group on the Oil Market and related issues.

DISPOSITION: Permanent. Block files annually. Transfer to the RSC 2 years after cut off date for transfer to the WNRC. Transfer to the National Archives when 30 years old.