

REQUEST FOR RECORDS DISPOSITION AUTHORITY <i>(See Instructions on reverse)</i>		LEAVE BLANK	
		JOB NO	N1-306-90-2
TO GENERAL SERVICES ADMINISTRATION NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408		DATE RECEIVED	7/16/90
1 FROM <i>(Agency or establishment)</i> United States Information Agency		NOTIFICATION TO AGENCY	
2 MAJOR SUBDIVISION Broadcast Operations (VOA/BB)		In accordance with the provisions of 44 USC 3303a the disposal request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10. If no records are proposed for disposal, the signature of the Archivist is not required.	
3 MINOR SUBDIVISION Traffic Management Division (VOA/BBT)			
4 NAME OF PERSON WITH WHOM TO CONFER Jeannette Giovetti	5 TELEPHONE EXT 619-4408	DATE 7/16/90	ARCHIVIST OF THE UNITED STATES 

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 2 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, if required under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies, is attached

A GAO concurrence is attached, or is unnecessary

B DATE 6/14/90	C SIGNATURE OF AGENCY REPRESENTATIVE 	D TITLE Mr. Thomas Connor Acting Records Management Officer
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7 ITEM NO	8 DESCRIPTION OF ITEM <i>(With Inclusive Dates or Retention Periods)</i>	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN <i>(NARS USE ONLY)</i>
1.	<p><u>TRAFFIC MANAGEMENT DIVISION FILES - VOA MASTER PROGRAM BOOKS</u></p> <p>The files of the Traffic Management Division contain the language, times and frequencies of broadcast by geographic area. For the purpose of international broadcasting, two master books were produced per year divided by Eastern Standard Time (EST)/European Wintertime and by Eastern Daylight Time (EDT)/European Springtime. These records are no longer being created by the office. The files are arranged chronologically spanning the years 1956-1986.</p> <p>DISPOSITION: Destroy immediately.</p>		

Copies sent to agency, NNT, NNW 10-11-90

REQUEST FOR RECORDS DISPOSITION AUTHORITY - CONTINUATION

JOB NO.

PAGE 2 OF 2

7
ITEM
NO

8 DESCRIPTION OF ITEM
(With Inclusive Dates or Retention Periods)

9 GRS OR
SUPERSEDED
JOB
CITATION

10 ACTION
TAKEN
(NARS USE
ONLY)

Concurrences:

James W. Cowgill
James W. Cowgill, VOA/BBT
Traffic Management Division

Date: 6/25/90

Lorie J. Nierenberg
Lorie J. Nierenberg, GC
Office of the General Counsel

Date: 7/10/90