INACTIVE - ALL ITEMS SUPERSEDED OR OBSOLETE

Schedule Number: NC-306-76-002

All items in this schedule are inactive. Items are either obsolete or have been superseded by newer NARA approved records schedules.

Description:

NC1-306-79-05 item 1 supersedes 1.

Date Reported: 5/25/2023 NC-306-76-002

INACTIVE - ALL ITEMS SUPERSEDED OR OBSOLETE

Standard Form No. 145Revised November 1951
Prescribed by General Services
Administration
GSA Reg. 3-IV-106
115-102

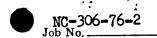
REQUEST FOR AUTHORITY TO DISPOSE OF RECORDS

	LEAVE	BLANK
SEP 5	1975	JOB NO.
DATE APPROVED	NC	306-76-2

(See Instructions on Reverse)		DATE APPROVED		_			
	GENERAL SERVICES ADMINISTRATION, National Archives and Records Service, Washington 25, D. C.		DATE APPROVED	NC	- 806	306-76-2	
1. FROM (AGENCY	Y OR ESTABLISHMENT)		NOTI	ICATION T	O AGENCY		
U.S. Infe	ormation Agency		In accordance wi	th the pr	ovisions o	of 44 U.S.C.	
2. MAJOR SUBDIVISION			3303a the dispos				
	f Administration and Management	•	be stamped "disp	osal not	approved"		
3. MINOR SUBDIV	ISION ations & Records Branch		"withdrawn" in o	orumn 10.	D(00/20/20	
	on with whom to confer . Staton II	5. TEL. EXT. 632-4757	9-24-75 Date acting	nchivist	of the Un	ted States	
6. CERTIFICATE O	F AGENCY REPRESENTATIVE:			•			
	y that I am authorized to act for the head of this agency in	matters pertaining to the d	isposal of records, and	that the re	cords descri	oed in this list or	
1	■ pages are proposed for disposal for the reason indicated: (":						
ceased to	ords have have sufficient of the period of time indicated or or rence of the event specified.	e expiration					
8/29/75 (Date)	Jane S. Grymes (Signature of Agency Repre	S. Grymus sentative)	Chief,		ication	ı & Rec.Br.	
7. ITEM NO.	8. DESCRIPTION OF (WITH INCLUSIVE DATES OR RE			9. SAMPLE JOB N		10. CTION TAKEN	
/.	Disposition: (1) Offer to when no Agency (2) If ref:	ewsreels, news as, documentaries, ary footage proof abroad or acquired by the Agency one print togethinformation and documentation in the content of the con	magazines, luced by lired for in whole ther d	NN 64 Items and NN 16 Item	7,f 6 - 21		

Disposition: Destroy film when of no further use to Agency. Wipe wides taped and return for reuse or destroy according to instructions from Agency:

4 items



Page 2 pages

REQUEST FOR AUTHORITY TO DISPOSE OF RECORDS—Continuation Sheet

7. ITEM NO.	8. DESCRIPTION OF ITEM (WITH INCLUSIVE DATES OR RETENTION PERIODS)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
	a. Motion Pictures. An original negative or positive an intermediate or duplicate negative or positive matching sound tracks, and one print together with script and rights and clearance documentation PERMANENT (1) Review Annually. Offer to National Archives when obsolete or notionger needed by Agency, whichever is sooner.	,	
	(2) If refused by the National Archives, destroy immediately.		
	b. Video Tape. The earliest generation of any "live" or video tape-originated work or program together with script fights and clearance informs A kinescope may be substituted. PERMANENT. (1) A Review Annually. Offer to National Archives when obsolete or mo lenger needed by Agency, whichever is sooner.	tion.	
	(2) If refused by National Archives, return for reuse or destroy according to instructions from Agency.		
	Amerded by De Bleise per phonocall with Sam States, VSIA. 1854 75.		
	Sam Staten, USIA. 1854 75.		