

NOTICE - SOME ITEMS SUPERSEDED OR OBSOLETE

Schedule Number: N1-059-93-048

Some items in this schedule are either obsolete or have been superseded by new NARA approved records schedules. This information is accurate as of: 2/10/2021

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These items, unless subsequently superseded, may be used by the agency to disposition records.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SUPERSEDED AND OBSOLETE ITEMS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 They are superseded, obsolete, filing instructions, non-records, or were lined off and not approved at the time of scheduling.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Item 1 is superseded by DAA-GRS-2017-0007-0001

REQUEST FOR RECORDS DISPOSITION AUTHORITY (See Instructions on reverse)		LEAVE BLANK (NARA use only)	
TO: NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) WASHINGTON, DC 20408		JOB NUMBER N1-59-93-48	DATE RECEIVED 8-12-93
1. FROM (Agency or establishment) Department of State		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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.	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		DATE 3-29-94	
4. NAME OF PERSON WITH WHOM TO CONFER Pat Magin	5. TELEPHONE 647-6021	ARCHIVIST OF THE UNITED STATES <i>C. H. Peterson</i>	

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 ___ 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 6/16/93	SIGNATURE OF AGENCY REPRESENTATIVE <i>Kenneth F. Rossman</i>	TITLE Kenneth F. Rossman Records Officer
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7. ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
1	Personnel Management Files Routine correspondence pertaining to personnel assignments, e.g. notification of hiring or reassignment of personnel, status of briefing or debriefing, etc. Block by year. Destroy the paper when 3 years old. Earlier disposal is authorized if records are no longer needed.		
2	Monthly Status Reports Reports submitted by Divisions, Contractors, or Sites on the monthly operations or activities of each area. Block by year. Destroy when 3 years old.		

Copy sent to Agency (4) 4/5/94