

NOTICE - SOME ITEMS SUPERSEDED OR OBSOLETE

Schedule Number: N1-306-01-001

Some items in this schedule are either obsolete or have been superseded by new NARA approved records schedules. This information is accurate as of: 7/2/2024

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These items, unless subsequently superseded, may be used by the agency to disposition records.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

Items 16, 24, 27

SUPERSEDED AND OBSOLETE ITEMS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 They are superseded, obsolete, filing instructions, non-records, or were lined off and not approved at the time of scheduling.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.

NARA accessioned items 2, 3, 6, 7, 8A, 10-15, 18, 19A, 23, 25 ; see NN3-306-02-003. NARA accessioned item 28: National Archives Identifier, 25777891. We presume the agency destroyed the temporary records.

NOTICE - SOME ITEMS SUPERSEDED OR OBSOLETE

REQUEST FOR RECORDS DISPOSITION AUTHORITY <i>(See Instructions on reverse)</i>		LEAVE BLANK (NARA use only) JOB NUMBER NI-306-01-1	
TO NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) WASHINGTON, DC 20408		DATE RECEIVED 10/26/01	
1 FROM (Agency or establishment) Department of State		NOTIFICATION TO AGENCY 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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10	
2 MAJOR SUBDIVISION Former USIA Collection (Manning)			
3 MINOR SUBDIVISION			
4 NAME OF PERSON WITH WHOM TO CONFER Marria Braden	5 TELEPHONE 202 261-8339	DATE 12-11-01	ARCHIVIST OF THE UNITED STATES <i>[Signature]</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 5 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 10/5/2001	SIGNATURE OF AGENCY REPRESENTATIVE <i>Margaret G. Peppe</i>	TITLE Department of State 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)
	<p>See attached.</p> <p>USIA "Archival Collection" maintained by the Office of International Information Programs (IIP).</p> <p><i>cc: Agency, NWMD, NWMW, NWCS</i></p>		

1. Miscellaneous Reports

DISPOSITION: Immediate disposal

2. Overseas Post and Program Videos

DISPOSITION: **Permanent.** Transfer immediately to the National Archives

Vol. - 3 cu. ft.

3. Fulbright Program Study – A study conducted in the mid-1990's to review international programs and training. Consists of publications, briefing books and other related correspondence.

DISPOSITION: **Permanent.** Transfer immediately to the National Archives

Vol. – 2 cu. ft.

4. USIA Chronology (Library Files) – Files relating to library and miscellaneous documents.

DISPOSITION: Immediate disposal

5. Au Pair Program – Consists of General Counsel's files covering the mid 1990's controversy over the Au Pair Program and proposed changes to the regulations governing them

DISPOSITION: Immediate disposal

6. USIA Expositions (World Fairs) – Consists of brochures, reports, publications and guides on 1970's and 1980's expositions.

DISPOSITION. **Permanent.** Transfer immediately to the National Archives.

Vol. – 2 cu. ft.

7. VOA Anniversary Interviews – 50th anniversary interviews (transcripts)

DISPOSITION: **Permanent.** Transfer immediately to the National Archives.

Vol – 1 cu. ft

8. USIA Photograph Collection (50th Anniversary) – Consists of photo albums, scrapbooks, audio tapes for slide shows as well as slide presentations.

a Boxes 1-10 and Package 13

DISPOSITION: **Permanent.** Transfer immediately to the National Archives.

b Box 11 and package 12

DISPOSITION: Immediate disposal

9. Miscellaneous Legal Files – Consists of books, magazines, articles, copyright practices, grants and other related correspondence.

DISPOSITION: Immediate disposal

10. Miscellaneous Files – Consists of propaganda material from the Director's files

DISPOSITION: **Permanent.** Transfer immediately to the National Archives

Vol. – 15 cu ft

11. Poster

DISPOSITION: **Permanent.** Transfer immediately to the National Archives

12 USIA Publications – Consists of annual reports, such as the educational exchange program (1948-present), President's special international programs (1956-1965), U.S Advisory Commission on Public Diplomacy and its predecessor, U S Advisory Commission on International Educational and Cultural Affairs (1978-1998), Fulbright Scholarship Program, Voice of America, Board of International Broadcasting and other related correspondence.

DISPOSITION: **Permanent.** Transfer immediately to the National Archives

Vol. – 235 cu. ft

13. USIA Commemorative Books and Background Papers

DISPOSITION: **Permanent.** Transfer immediately to the National Archives

Vol. – 23 cu. ft

14. Murray Lawson History Card File – Consists of 3x5 cards and documents on the U S information and cultural exchange program (dates back to 1918).

DISPOSITION: **Permanent.** Transfer immediately to the National Archives

Vol. – 2 cu ft. 48 card drawers

15 Subject Files (arranged alphabetically) – Consists of information relating to broad subject matters including educational exchanges, the arts, cultural information, U.S Advisory Commission on Public Diplomacy, broadcasting, etc. Includes memoranda, reports, news clippings, publications, studies, and other related correspondence.

DISPOSITION: **Permanent.** Transfer immediately to the National Archives

Vol – 85 cu. ft.

16. Bureau of Programs, Coordinator of Programs to Counter Soviet and Russian Active Measures, Subject and Country Files, 1986-1994 Consists of materials prepared and compiled by the Office of Policy Guidance for Soviet Disinformation. Includes correspondence on AIDS disinformation, soviet forgeries and disinformation on alleged USG biological weapons, alleged USG assassinations, and various alleged misdeeds by CIA and other elements of USG, minutes of meetings of the Active Measures Working Group and other related correspondence.

DISPOSITION **Permanent.** Transfer immediately to WNRC. Transfer to the National Archives when 20 years old

Vol – 26 cu. ft.

17. Research Files – Consists of information relating to broad subject matters including radio, television and film Includes studies, reports, surveys, questionnaires and other related correspondence.

DISPOSITION: Immediate disposal.

18. Propaganda Files (arranged by country) – Consists of newspaper articles, posters, books and pamphlets.

DISPOSITION: **Permanent.** Transfer immediately to the National Archives

Vol. – 8 cu. ft

19 Biographic Files

a. USIA Director's and Other Officials

DISPOSITION **Permanent.** Transfer immediately to the National Archives

Vol. – 14 cu. ft.

b. General (includes prominent individuals)

DISPOSITION: Immediate disposal

Vol. – 10 cu. ft

20. Library Administration Files

DISPOSITION: Immediate disposal

21. Not Used

22. Negatives – Aperture cards of news articles (1960's and 1970's)

DISPOSITION: Immediate disposal

23. Reports and Studies – material relates to USIA and its programs.

DISPOSITION: **Permanent.** Transfer immediately to the National Archives

Vol. – 60 cu. ft.

24. Exhibits, 1984-1992 – Includes exposition corporation meetings, press releases, promotional material, special projects, exposition authority guidelines and other related correspondence.

DISPOSITION **Permanent.** Transfer immediately to WNRC. Transfer to the National Archives when 20 years old.

Vol. – 20 cu. ft

25. Agency History – Consists of reports on agency activities and operations

DISPOSITION **Permanent.** Transfer immediately to the National Archives

Vol – 10 cu ft.

26. Publication (general) – Includes newspaper articles and magazines on broad subject matters such as military operations, polls, prizes and scholarships, pollution as well as proposed amendments to the constitution.

DISPOSITION: Immediate disposal

27 Office of the General Counsel, General Legal Files, 1945-1992 – General Counsel's files relating to broadcasting

DISPOSITION **Permanent.** Transfer immediately to WNRC. Transfer to the National Archives when 20 years old

Vol. – 10 cu. ft.

28. Office of the General Counsel, Litigation Files (ABC v. Wick), 1982-1987 – Includes speeches and presentation (9 binders) as well as General Counsel files consisting of transcripts of proceedings and tapes in the case of American Broadcasting Companies vs. USIA.

DISPOSITION: Permanent. Transfer immediately to WNRC Transfer to the National Archives when 20 years old

Vol. – 10 cu. ft.