

INACTIVE - ALL ITEMS SUPERSEDED OR OBSOLETE

Schedule Number: N1-306-90-002

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 Items are either obsolete or have been superseded by newer NARA approved records schedules.

Description:

According to the agency, this schedule is inactive because the office is defunct.

Date Reported: 9/18/2024

N1-306-90-002

INACTIVE - ALL ITEMS SUPERSEDED OR OBSOLETE

REQUEST FOR RECORDS DISPOSITION AUTHORITY

(See Instructions on reverse)

LEAVE BLANK

JOB NO.

NI-306-90-2

DATE RECEIVED

7/16/90

TO: GENERAL SERVICES ADMINISTRATION
NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408

1. FROM (Agency or establishment)

United States Information Agency

2. MAJOR SUBDIVISION

Broadcast Operations (VOA/BB)

3. MINOR SUBDIVISION

Traffic Management Division (VOA/BBT)

4. NAME OF PERSON WITH WHOM TO CONFER

Jeannette Giovetti

5. TELEPHONE EXT.

619-4408

DATE

7/10/90

ARCHIVIST OF THE UNITED STATES

[Signature]

NOTIFICATION TO AGENCY
In accordance with the provisions of 44 U.S.C. 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disposal request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.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.

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

Thomas H. Connor

D. TITLE

Mr. Thomas Connor
Acting Records Management Officer

7. ITEM NO.

1.

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

TRAFFIC MANAGEMENT DIVISION FILES - VOA MASTER PROGRAM BOOKS

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.

DISPOSITION: Destroy immediately.

9. GRS OR SUPERSEDED JOB CITATION

10. ACTION TAKEN (NARS USE ONLY)

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

REQUEST FOR RECORDS DISPOSITION AUTHORITY – CONTINUATION

JOB NO.

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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>
	<p>Concurrences:</p> <p><u><i>James W. Cowgill</i></u> Date: <u><i>6/25/90</i></u> James W. Cowgill, VOA/BBT Traffic Management Division</p> <p><u><i>Lorie J. Nierenberg</i></u> Date: <u><i>7/10/90</i></u> Lorie J. Nierenberg, GC Office of the General Counsel</p>		