LEGAL ADVISER
**AGREEMENT TO TRANSFER RECORDS TO THE NATIONAL ARCHIVES OF THE UNITED STATES**

**TERMS OF AGREEMENT**

The records described below and on the attached ___ pages are deposited in the National Archives of the United States in accordance with 44 U.S.C. 2107. The depositing agency certifies that any restrictions on the use of these records are in conformance with the requirements of 5 U.S.C. 552.

In accordance with 44 U.S.C. 2108, custody of these records becomes the responsibility of the Archivist of the United States at the time of transfer of the records. It is agreed that these records will be administered in accordance with the provisions of 44 U.S.C. Chapter 21, 36 CFR Part 1259 and such other rules and regulations as may be prescribed by the Archivist of the United States (the Archivist). Unless specified and justified below, no restrictions of the use of these records will be imposed other than the general and specific restrictions on the use of records in the National Archives of the United States that have been published in 36 CFR Part 1259 or in the Guide to the National Archives of the United States. The Archivist may destroy, donate, or otherwise dispose of any containers, duplicate copies, unused forms, blank stationery, nonarchival printed or processed material, or other nonrecord material in any manner authorized by law or regulation. Without further consent, the Archivist may destroy deteriorating or damaged documents after they have been copied in a form that retains all of the information in the original document. The Archivist will use the General Records Schedule and any applicable records disposition schedule (SF 115) of the transferring agency to dispose of nonarchival materials contained in this deposit.

2A. AGENCY APPROVAL

Signature ___________________________ Date ______

2B. NAME, TITLE, MAILING ADDRESS

Margaret Peppe, Acting
Records Officer A/RPS/IPS/PP, SA-2
U.S. Department of State
Washington, DC 20522-6001

3A. NARA APPROVAL

Signature ___________________________ Date ______

3B. NAME, TITLE, MAILING ADDRESS

4A. RECORDS SERIES TITLE

See attached list.

4B. DATE SPAN OF SERIES

(Attach any additional description.)

5A. AGENCY OR ESTABLISHMENT

DEPARTMENT OF STATE

5B. AGENCY MAJOR SUBDIVISION

Office of the Legal Adviser (L)

5C. AGENCY MINOR SUBDIVISION


5D. UNIT THAT CREATED RECORDS

Name: NN3-59-99-43 (various)

5E. AGENCY PERSON WITH WHOM TO CONFER ABOUT THE RECORDS

Name: _______

Telephone Number: _______

6. DISPOSITION AUTHORITY:

NN3-59-99-11

7. IS SECURITY CLASSIFIED INFORMATION PRESENT? ☐ NO ☑ YES

Classified documents up to the TS (RD/TFD & SCI) level may be present. Classified documents have either been tabbed or withdrawn. If withdrawn, they will be transferred along with declassified records.

8. CURRENT LOCATION OF RECORDS

☒ Agency (Complete 6A only)
☐ Federal Records Center (Complete 6B only)

8A. ADDRESS

RSC, Room 1512

Department of State

Washington, DC 20520-1512

8B. FRC ACCESSION NUMBER CONTAINER NUMBER(S)

See attached list.

10. VOLUME: CONTENTS:

Cu. Mtr. ___ (Cu. Ft. ___) Number ___ Type ___ FRC

9. PHYSICAL FORMS

☒ Paper Documents ☐ Posters
☐ Paper Publications ☐ Maps and Charts
☐ Microfilm / Microfiche ☐ Arch / Eng Drawings
☐ Electronic Records ☐ Motion / Sound / Video
☐ Photographs ☐ Other (specify): ___

11. DATE RECORDS ELIGIBLE FOR TRANSFER TO THE ARCHIVES

☐ ASAP

12. ARE RECORDS FULLY AVAILABLE FOR PUBLIC USE?

☐ YES ☑ NO (If no, attach limits on use and justification.)

Classified documents either tabbed or withdrawn.

13. ARE RECORDS SUBJECT TO THE PRIVACY ACT?

☐ YES ☐ NO (If yes, cite Agency System Number and Federal Register volume and page number of most recent notice and attach a copy of this notice.)

14. ATTACHMENTS

☒ Agency Manual Excerpt ☐ Listing of Records Transferred
☐ Additional Description ☐ NA Form 14097 or Equivalent
☐ Privacy Act Notice ☐ Microform Inspection Report
☐ Other (specify): ☐ SF(s) 135

15. RECORDS ACCEPTED INTO THE NATIONAL ARCHIVES OF THE UNITED STATES

Signature ___________________________ Date ______

16. NATIONAL ARCHIVES ACCESSION NO.

NN3-59-99-43

For agency use only.

NATIONAL ARCHIVES AND RECORDS ADMINISTRATION

SF 258 (3/95)

Prescribed by NARA 36 CFR 1226

NARA PROVIDES

HIFFING INSTRUCTIONS TO AGENCIES / REMARKS REGARDING DISPOSITION

RG

17. NATIONAL ARCHIVES ACCESSION NO.
OFFICE OF THE LEGAL ADVISER
{L}

Special Assistant to the Legal Adviser

SUBJECT FILES, 1974-1975
Lot 76D439 box 8007 (part)

Assistant Legal Adviser for African Affairs
{L/AF}

SUBJECT AND COUNTRY FILES, 1947-1975
Lot 72D254 boxes 10346-10348
Lot 73D163 box 6950 (part)
Lot 74D169 box 4126 (part)
Lot 74D199 box 15423 (part)
Lot 74D419 box 15486 (part)
Lot 74D422 box 6950 (part)
Lot 76D14 box 7971 (part)
Lot 76D25 box 3601 (part)
Lot 76D59 box 3957 (part)
Lot 76D133 box 1574 (part)
Lot 76D153 box 6373 (part)

Assistant Legal Adviser for Inter-American Affairs
{L/ARA}

SUBJECT AND COUNTRY FILES, 1949-1975
Lot 71D80 box 3987 (part)
Lot 71D198 box 1976 (part) & Withdrawn TS in vault
Lot 71D405 box 15676 (part)
Lot 72D32 box 7826 (part)
Lot 73D335 box 13557 (part)
Lot 74D278 box 5448 (part)
Lot 75D163 boxes 8216-8217 (part)

BRITISH HONDURAS MEDIATION FILES, 1965-1968
Lot 70D126 box 5280
Assistant Legal Adviser for Economic Affairs
{L/E}

SUBJECT FILES, 1949-1968
Lot 71D467 boxes 10247-10249
Lot 72D492 box 13391

RECORDS RELATING TO THE OECD, 1946 and 1960-1965
Lot 70D514 boxes 14697-14703

Assistant Legal Adviser for East Asian and Pacific Affairs
{L/EA}

COUNTRY AND SUBJECT FILES, 1954-1967
Lot 70D235 box 2867 (part)

Assistant Legal Adviser for Economic and Business Affairs
{L/EB}

SUBJECT AND COUNTRY FILES, 1955-1975
Lot 72D398 box 1572 (part)
Lot 73D213 box 4239 (part)
Lot 73D256 boxes 9491-9492
Lot 73D308 boxes 5079-5081
Lot 73D352 boxes 3599-3600
Lot 74D50 boxes 7053-7056
Lot 74D182 box 1165
Lot 74D250 boxes 4018-4020
Lot 74D334 box 6481
Lot 75D250 box 7583
Lot 75D194 box 8963 (part)
Lot 75D418 box 10147 (part)
Lot 75D430 box 10439 (part)
Lot 79D147 box 9049 (part)
Lot 79D196 box .9049 (part)
Lot 79D229 box 10079 (part)
Assistant Legal Adviser for Educational, Cultural, and Public Affairs
{L/ECP}

SUBJECT FILES, 1946-1974
Lot 79D222 boxes 4779-4806

Assistant Legal Adviser for Environmental Affairs
{L/EN}

SUBJECT FILES, 1969-1973
Lot 75D241 box 7079 (part)
Lot 76D13 box 10513 (part)
Lot 76D184 box 10318 (part)

Assistant Legal Adviser for European Affairs
{L/EUR}

SUBJECT AND COUNTRY FILES, 1946-1975
Lot 70D447 boxes 14812-14813 (part)
Lot 72D353 box 6530 (part)
Lot 72D484 & withdrawn TS in vault
Lot 74D396 box 2564
Lot 75D169 & box 252 (part)
Lot 75D226 box 7938 (part)
Lot 75D322 boxes 1087-1092
Lot 76D76 box 7097 (part)
Lot 76D114 box 7097 (part)
Lot 76D114 box 11305 (part)
Lot 76D114 boxes 7590-7591 (part)
Lot 76D147 & withdrawn TS in vault
Lot 76D167 box 7729 (part)
Lot 76D208 box 14410
Lot 76D211 box 13807 (part)
Lot 76D254 box 362
Lot 76D254 box 2782

RECORDS RELATING TO AUSTRIAN CLAIMS AND VESTED ASSETS, 1945-1973
Lot 70D512 boxes 13645-13650
Lot 70D513 boxes 9972-9978
Lot 73D194 boxes 8099-8102
Assistant Legal Adviser for Management
{L/M}

RECORDS RELATING TO THE VIENNA CONFERENCE ON DIPLOMATIC RELATIONS, 1965-1969
Lot 76D78 box 3250 (part)

RECORDS RELATING TO JUDICIAL ASSISTANCE AND JUDICIAL PROCEDURE, 1952-1974
Lot 76D420 boxes 7969-7970

SUBJECT FILES, 1948-1973
Lot 74D432 box 8217 (part)
Lot 75D406 box 7097 (part)

Assistant Legal Adviser for Administration and Consular Affairs
{L/M/SCA}

PRIVILEGES AND IMMUNITIES FILES, 1945-1972
Lot 73D285 box 5767

Assistant Legal Adviser for Near Eastern and South Asian Affairs
{L/NEA}

SUBJECT AND COUNTRY FILES,
Lot 69D351 box 3334
Lot 72D34 box 2031 (part)
Lot 72D199 & box 165 (part)
Lot 72D326 box 1960 (part)
Lot 73D139 box 4050
Lot 74D200 box 6891 (part)
Lot 77D385 box 6999 (part)

RECORDS RELATING TO THE ARAB BOYCOTT, 1961-1975
Lot 77D177 box 7906 (part)

Assistant Legal Adviser for Ocean Affairs
{L/OA}
### SUBJECT AND COUNTRY FILES, 1958-1973

<table>
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<td>13364-13366 (part)</td>
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<td>3433-3434</td>
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<td>76D293</td>
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<td>76D433</td>
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**Assistant Legal Adviser for Ocean, Environment, and Scientific Affairs**  
{L/OES}

### SUBJECT AND COUNTRY FILES, 1970-1974

<table>
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<td>76D364</td>
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</table>

**Assistant Legal Adviser for Politico-Military Affairs**  
{L/PM}

### SUBJECT FILES, 1966-1971

<table>
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**Assistant Legal Adviser for Scientific Affairs**  
{L/SCI}

### RECORDS RELATING TO ATOMIC ENERGY MATTERS, 1953-1973

<table>
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**Assistant Legal Adviser for Special Political Affairs**  
{L/SPA}

### SUBJECT FILES, 1956-1968

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<td>70D43</td>
<td>7730 (part)</td>
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</table>
Assistant Legal Adviser for United Nations Affairs
{L/UNA}

SUBJECT FILES, 1946-1971
Lot 75D343 box 7234 & withdrawn TS in vault

RECORDS RELATING TO OUTER SPACE MATTERS, 1955-1971
Lot 71D106 box 15688 (part)
Lot 74D374 boxes 10801-10802 (part)

RECORDS RELATING TO PRINCIPLES OF
INTERNATIONAL LAW CONCERNING FRIENDLY
RELATIONS AND COOPERATION AMONG STATES, 1962-1969
Lot 72D66 box 7712 (part)
AGREEMENT TO TRANSFER RECORDS TO THE NATIONAL ARCHIVES OF THE UNITED STATES

TERMS OF AGREEMENT

records described below and on the attached ___ pages are deposited in the National Archives of the United States in accordance with 44 U.S.C. 2107. The Archivist certifies that any restrictions on the use of these records are in compliance with the requirements of 5 U.S.C. 552.

In accordance with 44 U.S.C. 2107, custody of these records becomes the responsibility of the Archivist of the United States at the time of transfer of the records. It is agreed that these records will be administered in accordance with the provisions of 44 U.S.C. Chapter 21, 36 CFR Part 1256 and such other rules and regulations as may be prescribed by the Archivist of the United States (the Archivist). Unless specified and justified below, no restrictions of the use of these records will be imposed other than the general and specific restrictions on the use of records in the National Archives of the United States that have been published in 36 CFR Part 1256 or in the Guide to the National Archives of the United States. The Archivist may destroy, donate, or otherwise dispose of any containers, duplicate copies, unused forms, blank stationery, nonarchival printed or processed material, or other nonrecord material in any manner authorized by law or regulation. Without further consent, the Archivist may destroy deteriorating or damaged documents after they have been copied in a form that retains all of the information in the original document. The Archivist will use the General Records Schedule and any applicable records disposition schedule (SF 115) of the transferring agency to dispose of nonarchival materials contained in this deposit.

2A. AGENCY APPROVAL

Signature __________________________ Date 5-14-89

3A. NARA APPROVAL

Signature __________________________ Date __________

2B. NAME, TITLE, MAILING ADDRESS

Kenneth F. Rossman
Records Officer A/RPS/IPPS/PP
U.S. Department of State
Washington, DC 20520-1512

3B. NAME, TITLE, MAILING ADDRESS

RECORDS INFORMATION

4A. RECORDS SERIES TITLE

See attached list.

4B. DATE SPAN OF SERIES

5A. AGENCY OR ESTABLISHMENT

DEPARTMENT OF STATE

5B. AGENCY MAJOR SUBDIVISION

The Legal Adviser

5C. AGENCY MINOR SUBDIVISION

6A. UNIT THAT CREATED RECORDS

6B. AGENCY PERSON WITH WHOM TO CONFER ABOUT THE RECORDS

Name: __________________________
Telephone Number: (______) ________

6C. DISPOSITION AUTHORITY

NI-59-91-1

7. IS SECURITY CLASSIFIED INFORMATION PRESENT? □ NO □ YES

CLASSIFIED DOCUMENTS UNTIL THE 25 (NO/FRD & SCI) LEVEL MAY BE
PRESENT. CLASSIFIED DOCUMENTS HAVE BEEN MARKED AS
CLASSIFIED DOCUMENTS RECORDED IN THE NATIONAL Archives.

8. CURRENT LOCATION OF RECORDS

X Agency (Complete 8A only)
Federal Records Center (Complete 8B only)

8A. ADDRESS

RSC, Room 1512
Department of State
Washington, DC 20520-1512

8B. FRG ACCESSION NUMBER

CONTAINER NUMBER(S)

FRC LOCATION

Records held by agency. See attached list.

9. PHYSICAL FORMS

□ Paper Documents □ Posters
□ Paper Publications □ Maps and Charts
□ Microfilm / Microfiche □ Arch / Eng Drawings
□ Electronic Records □ Motion / Sound / Video
□ Photographs □ Other (specify): __________

10. VOLUME: Cu. Mr. (Cu. Fl. ______) Number 3 Type FRC

11. DATE RECORDS ELIGIBLE FOR TRANSFER TO THE ARCHIVES

ASAP

12. ARE RECORDS FULLY AVAILABLE FOR PUBLIC USE?

□ YES □ NO (If no, attach limits on use and justification.)

13. ARE RECORDS SUBJECT TO THE PRIVACY ACT?

□ YES □ NO (If yes, cite Agency System Number and
Federal Register volume and page number
of most recent notice and attach a copy of this notice.)

14. ATTACHMENTS

□ Agency Manual Excerpt □ Listing of Records Transferred
□ Additional Description □ NA Form 14097 or Equivalent
□ Privacy Act Notice □ Microfilm Inspection Report
□ Other (specify): □ SF (9) 135

NARA PROVIDES

5. SHIPPING INSTRUCTIONS TO AGENCIES / REMARKS REGARDING DISPOSITION

16. RECORDS ACCEPTED INTO THE NATIONAL ARCHIVES OF THE UNITED STATES

Signature __________________________ Date __________

17. NATIONAL ARCHIVES ACCESSION NO.

N NA 59-98-8

Prescribed by NARA 36 CFR 1221

SF 268 (9/85)
THE LEGAL ADVISER
{L}

Daily Notes and Miscellaneous Files (Abram C. Chayes), 1961-1964

WNRC Acc. No. 59-68A5098 box 400

European Affairs
{L/EUR}

Records relating to the Passamaquaddy Tidal Power Project, 1960-1963

WNRC Acc. No. 59-68A5098 box 401

Administration and Consular Affairs
{L/O/SCA}

Records relating to the Negotiation of the Consular Convention with the USSR, 1942-1973

WNRC Acc. No. 59-76-36 box 2
AGREEMENT TO TRANSFER RECORDS TO
THE NATIONAL ARCHIVES OF THE UNITED STATES

TERMS OF AGREEMENT

Words described below and on the attached ______ pages are deposited in the
National Archives of the United States in accordance with 44 U.S.C. 2107. The
transferring agency certifies that any restrictions on the use of these records are in
conformance with the requirements of 8 U.S.C. 552.

In accordance with 44 U.S.C. 2108, custody of these records becomes the
responsibility of the Archivist of the United States at the time of transfer of the
records. It is agreed that these records will be administered in accordance with the
provisions of 44 U.S.C. Chapter 21, 36 CFR Title 36, 36 CFR Part 1256 and such other
rules and regulations as may be prescribed by the Archivist of the United States
(the Archivist). Unless specified and justified below, no restrictions of the use of
these records will be imposed other than the general and specific restrictions on
the use of records in the National Archives of the United States that have been
published in 36 CFR Part 1256 or in the Guide to the National Archives of the
United States. The Archivist may destroy, donate, or otherwise dispose of any
containers, duplicate copies, unused forms, blank stationery, nonarchival printed or
processed material, or other nonrecord material in any manner authorized by law
or regulation. Without further consent, the Archivist may destroy deteriorating or
damaged documents after they have been copied in a form that retains all of the
information in the original document. The Archivist will use the General Records
Schedule and any applicable records disposition schedule (SF 115) of the transferring
agency to dispose of nonarchival materials contained in this deposit.

2A. AGENCY APPROVAL

Signature ____________________________ Date 7/20/99

Margaret Pape, Acting
Records Officer A/RPS/IPPS/PP, SA-2
U.S. Department of State
Washington, DC 20522-6001

3A. NARA APPROVAL

Signature ____________________________ Date __________

3B. NAME, TITLE, MAILING ADDRESS

Margaret Pape, Acting
Records Officer A/RPS/IPPS/PP, SA-2
U.S. Department of State
Washington, DC 20522-6001

RECORDS INFORMATION

4A. RECORDS SERIES TITLE

RECORDS RELATING TO LOYALTY AND SECURITY IN THE DEPARTMENT
OF STATE AND FOREIGN SERVICE AND RELATED POLICY ISSUES

4B. DATE SPAN OF SERIES

1943-1954

5A. AGENCY OR ESTABLISHMENT

DEPARTMENT OF STATE

5B. AGENCY MAJOR SUBDIVISION

Office of the Legal Adviser

5C. MINOR SUBDIVISION


5D. UNIT THAT CREATED RECORDS


5E. AGENCY PERSON WITH WHOM TO CONFERENCE ABOUT THE RECORDS

Name: ____________________________
Telephone Number: (____) __________

6. DISPOSITION AUTHORITY:

NI-59-95-11, Item 1(a)

7. IS SECURITY CLASSIFIED INFORMATION PRESENT? □ NO □ YES

□ YES classified documents up to the TS/SCI level may be
present. Classified documents have either been tagged or
classified. They will be transferred along with
declassified records.

8. CURRENT LOCATION OF RECORDS

□ Agency (Complete 8A only)
□ Federal Records Center (Complete 8B only)

8A. ADDRESS

RSC, Room 1512
Department of State
Washington, DC 20520-1512

8B. FRC ACCESSION NUMBER

CONTAINER NUMBER(S)

FRC LOCATION

RSC Lot 78D114 boxes 3147-3151 and 515
Priority V/48

9. PHYSICAL FORMS

□ Paper Documents □ Posters
□ Paper Publications □ Maps and Charts
□ Microfilm / Microfiche □ Arch / Eng Drawings
□ Electronic Records □ Motion / Sound / Video
□ Photographs □ Other (specify): ____________________________

10. VOLUME:

CONTAINERS:

Cu. Mr. (Cu. Ft. _6 __) Number 6 Type FRC

11. RECORDS ELIGIBLE FOR TRANSFER TO THE ARCHIVES

ASAP

12. ARE RECORDS FULLY AVAILABLE FOR PUBLIC USE?

□ YES □ NO (If no, attach limits on use and justification.)

□ YES classified documents either tagged or
classified. They will be transferred along
with declassified records.

13. ARE RECORDS SUBJECT TO THE PRIVACY ACT?

□ YES □ NO

□ YES classified documents either tagged or
classified. They will be transferred along
with declassified records.

14. ATTACHMENTS

□ Agency Manual Excerpt □ Listing of Records Transferred
□ Additional Description □ NA Form 14097 or Equivalent
□ Privacy Act Notice □ Microform Inspection Report
□ Other (specify): SF(8) 135

NARA PROVIDES

15. SHIPPING INSTRUCTIONS TO AGENCIES / REMARKS REGARDING DISPOSITION

16. RECORDS ACCEPTED INTO THE NATIONAL ARCHIVES OF THE UNITED STATES

Signature ____________________________ Date __________

17. NATIONAL ARCHIVES ACCESSION NO.

NAA-59-99-44

NI-59-95-11, Item 1(a)

□ YES classified documents up to the TS/SCI level may be
present. Classified documents have either been tagged or
classified. They will be transferred along with
declassified records.
AGREEMENT TO TRANSFER RECORDS TO
THE NATIONAL ARCHIVES OF THE UNITED STATES

TERMS OF AGREEMENT

The records described below and on the attached pages are deposited in the National Archives of the United States in accordance with 44 U.S.C. 2107. The certifying agency certifies that any restrictions on the use of these records are in accordance with the requirements of 5 U.S.C. 552.

In accordance with 44 U.S.C. 2108, custody of these records becomes the responsibility of the Archivist of the United States at the time of transfer of the records. It is agreed that these records will be administered in accordance with the provisions of 44 U.S.C. Chapter 21, 36 CFR Part 1000, and such other rules and regulations as may be prescribed by the Archivist of the United States (the Archivist). Unless specified and justified below, no restrictions of the use of these records will be imposed other than the general and specific restrictions on the use of records in the National Archives of the United States that have been published in 36 CFR Part 1025 or in the Guide to the National Archives of the United States. The Archivist may destroy, donate, or otherwise dispose of any containers, duplicate copies, unused forms, blank stationery, nonarchival printed or processed material, or other non-record material in any manner authorized by law or regulation. Without further consent, the Archivist may destroy deteriorating or damaged documents after they have been copied in a form that retains all of the information in the original document. The Archivist will use the General Records Schedule and any applicable records schedule (SF 118) of the transferring agency to dispose of nonarchival materials contained in this deposit.

2A. AGENCY APPROVAL

Signature __________________________ Date __________

Margaret Peppe, Acting
Records Officer A/RPS/IPSP/PP, SA-2
U.S. Department of State
Washington, DC 20522-6001

3A. NARA APPROVAL

Signature __________________________ Date ______

3B. NAME, TITLE, Mailing ADDRESS

Margaret Peppe, Acting
Records Officer A/RPS/IPSP/PP, SA-2
U.S. Department of State
Washington, DC 20522-6001

RECORDS INFORMATION

4A. RECORDS SERIES TITLE

RECORDS RELATING TO CLAIMS WITH HUNGARY

4B. DATE SPAN OF SERIES

1945-1967

4C. AGENCY OR ESTABLISHMENT

DEPARTMENT OF STATE

4D. AGENCY MAJOR SUBDIVISION

Office of the Legal Adviser

4E. AGENCY MINOR SUBDIVISION

Assistant Legal Adviser for
International Claims (L/C)

5A. UNIT THAT CREATED RECORDS

International Claims (L/C)

5B. AGENCY PERSON WITH WHOM TO CONFERR ABOUT THE RECORDS

Name: __________________________
Telephone Number: ________

6. DISPOSITION AUTHORITY:

Formal appraisal waived.

7. IS SECURITY CLASSIFIED INFORMATION PRESENT? ☐ NO ☐ YES

CLASSIFIED DOCUMENTS UP TO THE TS (TOP SECRET) LEVEL MAY BE
PRESENT. CLASSIFIED DOCUMENTS HAVE EITHER BEEN TABBED OR
WEIGHTED. IT WEIGHTED, THEY WILL BE TRANSFERRED ALONG WITH
DECLASSIFIED RECORDS.

8. CURRENT LOCATION OF RECORDS

☐ Agency (Complete 8A only)
☐ Federal Records Center (Complete 8B only)

8A. ADDRESS

RSC, Room 1512

Department of State

Washington, DC 20520-1512

8B. FRC ACCESION NUMBER CONTAINER NUMBER(S)

RSC Lot 73D199 boxes 5573-5574 and 15 (part)

Priority V/77

(xr Priority V/47)

9. PHYSICAL FORMS

☐ Paper Documents ☐ Posters
☐ Paper Publications ☐ Maps and Charts
☐ Microfilm / Microfiche ☐ Arch / Eng Drawings
☐ Electronic Records ☐ Motion / Sound / Video
☐ Photographs ☐ Other (specify): ________

10. VOLUME CONTAINERS:

Cu. Mtr. _______ (Cu. Ft. _______)
Number 2 Type FRC

11. DATE RECORDS ELIGIBLE FOR TRANSFER TO THE ARCHIVES

ASAP

12. ARE RECORDS FULLY AVAILABLE FOR PUBLIC USE? ☐ YES ☐ NO

(IF NO, ATTACH LIMITS ON USE AND JUSTIFICATION.)

13. ARE RECORDS SUBJECT TO THE PRIVACY ACT?

(IF YES, CITE AGENCY SYSTEM NUMBER AND
Federal Register volume and page number
of most recent notice and attach a copy of
this notice.)

14. ATTACHMENTS

☐ Agency Manual Excerpt ☐ Listing of Records Transferred
☐ Additional Description ☐ NA Form 14097 or Equivalent
☐ Privacy Act Notice ☐ Microform Inspection Report
☐ Other (specify): ________ ☐ SF(s) 135

NARA PROVIDES

"TIPPING INSTRUCTIONS TO AGENCIES / REMARKS REGARDING DISPOSITION.

RG 59

15. RECORDS ACCEPTED INTO THE NATIONAL ARCHIVES OF THE UNITED STATES

Signature __________________________ Date ______

17. NATIONAL ARCHIVES ACCESSION NO.

NNB-059-00-19

NATIONAL ARCHIVES AND RECORDS ADMINISTRATION

SF 258 (9/86)
AGREEMENT TO TRANSFER RECORDS TO
THE NATIONAL ARCHIVES OF THE UNITED STATES

TERMS OF AGREEMENT

The records described below and on the attached pages are deposited in the National Archives of the United States in accordance with 44 U.S.C. 2107. The transferring agency certifies that any restrictions on the use of these records are in accordance with the requirements of 8 U.S.C. 552.

In accordance with 44 U.S.C. 2108, custody of these records becomes the responsibility of the Archivist of the United States at the time of transfer of the records. It is agreed that these records will be administered in accordance with the provisions of 44 U.S.C. Chapter 31, 38 CFR Part 1256 and such other rules and regulations as may be prescribed by the Archivist of the United States (the Archivist). Any restrictions as set forth below, no restrictions of the use of these records will be imposed other than the general and specific restrictions on the use of records in the National Archives of the United States that have been published in 36 CFR Part 1258 or in the Guide to the National Archives of the United States. The Archivist may destroy, donate, or otherwise dispose of any containers, duplicate copies, unused forms, blank stationery, nonarchival printed or processed material, or other nonrecord material in any manner authorized by law or regulation. Without further consent, the Archivist may destroy deteriorating or damaged documents after they have been copied in a form that retains all of the information in the original document. The Archivist will use the General Records Schedule and any applicable records disposition schedule (SF 115) of the transferring agency to dispose of nonarchival materials contained in this deposit.

2A. AGENCY

[Signature and Date]

22. NAME, TITLE, MAILING ADDRESS

Kenneth F. Rossman
Acting Chief (A/IMIPS/PP)
U.S. Department of State
Washington, DC 20520-1512

3A. NARA APPROVAL

[Signature and Date]

3B. NAME, TITLE, MAILING ADDRESS

[Blank]

RECORDS INFORMATION

4A. RECORDS SERIES TITLE

U.S.S. Liberty CLAIMS FILES

4B. DATE SPAN OF SERIES

1967-1969

5A. AGENCY OR ESTABLISHMENT

DEPARTMENT OF STATE

5B. AGENCY MAJOR SUBDIVISION

The Legal Adviser

5C. AGENCY MINOR SUBDIVISION

International Claims and Investment

7. UNIT THAT CREATED RECORDS

[Blank]

8. PHYSICAL FORMS

[Attach any additional description.]

[X] Paper Documents

[ ] Posters

[ ] Paper Publications

[ ] Maps and Charts

[ ] Microfilm / Microfiche

[ ] Arch / Eng Drawings

[ ] Electronic Records

[ ] Motion / Sound / Video

[ ] Photographs

[ ] Other (specify):

10. VOLUME:

Cu. Mr. (Cu. Ft. __) Number __ Type FRC

11. DATE RECORDS ELIGIBLE FOR TRANSFER TO THE ARCHIVES

ASAP

12. ARE RECORDS FULLY AVAILABLE FOR PUBLIC USE?

[ ] Yes [ ] No

(If no, attach limits on use and justification.)

[ ] Classified documents tagged for NARA withdrawal

13. ARE RECORDS SUBJECT TO THE PRIVACY ACT?

(If yes, cite Agency System Number and Federal Register volume and page number of most recent notice and attach a copy of this notice.)

[ ] Yes [ ] No

14. ATTACHMENTS

[ ] Agency Manual Excerpt

[ ] Listing of Records Transferred

[ ] Additional Description

[ ] NA Form 14097 or Equivalent

[ ] Privacy Act Notice

[ ] Microform Inspection Report

[ ] Other (specify):

[ ] SF(s) 135

15. SHIPPIING INSTRUCTIONS TO AGENCIES / REMARKS REGARDING DISPOSITION

[ ] Priority IVB/18D

16. RECORDS ACCEPTED INTO THE NATIONAL ARCHIVES OF THE UNITED STATES

[Blank]

17. NATIONAL ARCHIVES ACCESSION NO.

[Blank]
**AGREEMENT TO TRANSFER RECORDS TO THE NATIONAL ARCHIVES OF THE UNITED STATES**

**TERMS OF AGREEMENT**

The records described below and on the attached pages are deposited in the National Archives of the United States in accordance with 44 U.S.C. 2107. The transferring agency certifies that any restrictions on the use of these records are in conformance with the requirements of 2 U.S.C. 553.

In accordance with 44 U.S.C. 2108, custody of these records becomes the responsibility of the Archivist of the United States at the time of transfer of the records. It is agreed that these records will be administered in accordance with the provisions of 44 U.S.C. Chapter 21, 36 CFR X, and 36 CFR Part 1235 and such other rules and regulations as may be prescribed by the Archivist of the United States (the Archivist). Unless specified and justified below, no restrictions of the use of these records will be imposed other than the general and specific restrictions on the use of records in the National Archives of the United States that have been published in 36 CFR Part 1255 or in the Guide to the National Archives of the United States. The Archivist may destroy, donate, or otherwise dispose of any containers, duplicate copies, unused forms, blank stationery, nonarchival printed or processed material, or other nonrecord material in any manner authorized by law or regulation. Without further consent, the Archivist may destroy deteriorating or damaged documents after they have been copied in a form that retains all of the information in the original document. The Archivist will use the General Records Schedule and any applicable records disposition schedule (SF 145) of the transferring agency to dispose of nonarchival materials contained in this deposit.

**2A. AGENCY APPROVAL**

Signature: [Signature]
Date: 2/5/20

**2B. NAME, TITLE, MAILING ADDRESS**

Kenneth F. Rossman
Acting Chief (AJM/PSP/PP)
U.S. Department of State
Washington, DC 20520-1512

**RECORDS INFORMATION**

4A. RECORDS SERIES TITLE

Records of the Lake Ontario Claims Tribunal

4B. DATE SPAN OF SERIES

1951-1968

5A. AGENCY OR ESTABLISHMENT

DEPARTMENT OF STATE

5B. AGENCY MAJOR SUBDIVISION


5C. AGENCY MINOR SUBDIVISION


6. UNIT THAT CREATED RECORDS


8. AGENCY PERSON WITH WHOM TO CONFER ABOUT THE RECORDS

Name: [Name]
Telephone Number: [Number]

9. PHYSICAL FORMS

☐ Paper Documents ☐ Maps and Charts
☐ Paper Publications ☐ Arch / Eng Drawings
☐ Microfilm / Microfiche ☐ Motion / Sound / Video
☐ Electronic Records ☐ Other (specify):  

10. VOLUME:

Cu. Mtr. (Cu. Ft.) Number Type FRC

11. DATE RECORDS ELIGIBLE FOR TRANSFER TO THE ARCHIVES

☐ A ☐ S ☐ P

12. ARE RECORDS FULLY AVAILABLE FOR PUBLIC USE?

☐ YES ☑ NO (If no, attach limits on use and justification.)

13. ARE RECORDS SUBJECT TO THE PRIVACY ACT?

☐ YES ☑ NO (If yes, cite Agency System Number and Federal Register volume and page number of most recent notice and attach a copy of this notice.)

14. ATTACHMENTS

☐ Agency Manual Excerpt ☐ Listing of Records Transferred
☐ Additional Description ☐ NA Form 14097 or Equivalent
☐ Privacy Act Notice ☐ Microform Inspection Report
☐ Other (specify): ☐ SF(s) 135

8A. ADDRESS

OIS/RA/RD-RSC, Room 1512
Department of State
Washington, DC 20520-1512

89. FRC ACCESSION NUMBER

CONTAINER NUMBER(S)

FRC LOCATION

Records are held by agency. See attached sheet.

Priority 2

NARA PROVIDES

16. RECORDS ACCEPTED INTO THE NATIONAL ARCHIVES OF THE UNITED STATES

Signature: [Signature]
Date: [Date]

17. NATIONAL ARCHIVES ACCESSION NO.

\[N^3-76-\text{97}-1\]

NATIONAL ARCHIVES AND RECORDS ADMINISTRATION

SF 259 (9/85)

Prescribed by NARA 36 CFR 1228
LAKE ONTARIO CLAIMS TRIBUNAL
U.S. Agency/U.S. Embassy Ottawa

General Files
WNRC Acc. No. 59-71A4518 boxes 409-410

Individual Claims Files
WNRC Acc. No. 59-71A4518 boxes 411-426

Office of the Legal Adviser
International Claims Section

General Records
WNRC Acc. No. 76-93-1 boxes 9 (part) - 12 (part)

Individual Claims Files
WNRC Acc. No. 76-93-1 boxes 1-9 (part)

Maps
WNRC Acc. No. 76-93-2
AGreement to Transfer Records to The National Archives of the United States

1. Interim Control No. (NARA Use Only)

2A. Agency Approval

Signature: [Signature]
Date: 9/6/89

2B. Name, Title, Mailing Address
Margaret G. Peppe, Acting Records Officer A/RPS/IPS/PP, SA-2 U.S. Department of State Washington, DC 20522-6001

3A. NARA Approval

Signature: 
Date: 

3B. Name, Title, Mailing Address

Records Information

4A. Records Series Title
SUBJECT FILES (WAR ASSETS)

4B. Date Span of Series
1942-1985

4C. Agency or Establishment
DEPARTMENT OF STATE

5A. Agency or Establishment
Department of State

5B. Agency Major Subdivision
Office of the Legal Adviser

5C. Agency Minor Subdivision
Assistant Legal Adviser for Educational,

5D. Unit that Created Records
Cultural, and Public Affairs (L/ECP)

5E. Agency Person with Whom to Confer About the Records
Name: 
Telephone Number: (____) 

6. Disposition Authority
N1-59-95-11, Item 27

7. Is Security Classified Information Present? 

☐ NO  ☐ YES Classified documents up to the S5 (S5/SDF and SCI) level may be present. Classified document may either be covered or withdrawn. If withdrawn, the documents will be transferred along with declassified records.

8. Current Location of Records

☐ Agency (Complete 8A only)
☐ Federal Records Center (Complete 8B only)

8A. Address
RSC, Room 1512  
Department of State  
Washington, DC 20520-1512

8B. FRC Accession Number
Lot 862269 (WNRC Acc. No. 59-97-295 PWed)

8C. Container Number(S)

9. Physical Forms

☒ Paper Documents
☐ Posters
☐ Paper Publications
☐ Maps and Charts
☐ Microfilm / Microfiche
☐ Arch/Eng Drawings
☐ Electronic Records
☐ Motion / Sound / Video
☐ Photographs
☐ Other (Specify):

10. Volume:

Cu. Mtr. (Cu. Ft. 5) Number 5 Type FRC

11. Date Records Eligible for Transfer to the Archives

ASAP

12. Are Records Fully Available for Public Use? 

☐ YES  ☐ NO (If no, attach limits on use and justification.)

13. Are Records Subject to the Privacy Act? 

☐ YES  ☐ NO (If yes, cite Agency System Number and Federal Register volume page number of most recent notice and attach a copy of this notice.)

14. Attachments

☐ Agency Manual Excerpt
☐ Listing of Records Transferred
☐ Additional Description
☐ NA Form 14097 or Equivalent
☐ Privacy Act Notice
☐ Microform Inspection Report
☐ Other (Specify):
☐ SF(s) 135

15. FRC Location

Special Transfer

16. Records Accepted Into the National Archives of the United States

Signature: 
Date: 

17. National Archives Accession No.

N/N3-59-00-10

NARA provides

Shipping Instructions to Agencies / Remarks Regarding Disposition

18. National Archives and Records Administration

Signature: 
Date: 

RG 5F 250 (9/95)
# AGREEMENT TO TRANSFER RECORDS TO
# THE NATIONAL ARCHIVES OF THE UNITED STATES

**TERMS OF AGREEMENT**

Records described below and on the attached pages are deposited in the National Archives of the United States in accordance with 44 U.S.C. 2107. The transferring agency certifies that any restrictions on the use of these records are in conformance with the requirements of 5 U.S.C. 552.

In accordance with 44 U.S.C. 2108, custody of these records becomes the responsibility of the Archivist of the United States at the time of transfer of the records. It is agreed that these records will be administered in accordance with the provisions of 44 U.S.C. Chapter 21, 36 CFR XII, 36 CFR Part 1258 and such other rules and regulations as may be prescribed by the Archivist of the United States (the Archivist). Unless specified and justified below, no restrictions of the use of these records will be imposed other than the general and specific restrictions on the use of records in the National Archives of the United States that have been published in 36 CFR Part 1256 or in the Guide to the National Archives of the United States. The Archivist may destroy, donate, or otherwise dispose of any containers, duplicate copies, unused forms, blank stationary, nonarchival printed or processed material, or other nonrecord material in any manner authorized by law or regulation. Without further consent, the Archivist may destroy deteriorating or damaged documents after they have been copied in a form that retains all of the information in the original document. The Archivist will use the General Records Schedule and any applicable records disposition schedules (SF 115) of the transferring agency to dispose of nonarchival materials contained in this deposit.

**2A. AGENCY APPROVAL**

Signature: [Signature]
Date: 5/4/78

**3A. NARA APPROVAL**

Signature: [Signature]
Date: [Date]

**2B. NAME, TITLE, MAILING ADDRESS**

Kenneth F. Rossman
Records Officer A/RPS/IPS/PP
U.S. Department of State
Washington, DC 20520-1512

**3B. NAME, TITLE, MAILING ADDRESS**


## RECORDS INFORMATION

### 4A. RECORDS SERIES TITLE

SUBJECT FILES

### 4B. DATE SPAN OF SERIES

1950-1960

### 5A. AGENCY OR ESTABLISHMENT

DEPARTMENT OF STATE

### 5B. AGENCY MAJOR SUBDIVISION

The Legal Adviser

### 5C. AGENCY MINOR SUBDIVISION

European Affairs (L/EUR)

### 5D. UNIT THAT CREATED RECORDS


### 5E. AGENCY PERSON WITH WHOM TO CONFERENCE ABOUT THE RECORDS

Name: [Name]
Telephone Number: [Number]

### 6. DISPOSITION AUTHORITY

N3-59-87-20

### 7. IS SECURITY CLASSIFIED INFORMATION PRESENT?

☐ NO ☑ YES

CLASSIFIED DOCUMENTS UP TO THE TS (S/FD & SC) LEVEL MAY BE PRESENT. CLASSIFIED DOCUMENTS HAVE EITHER BEEN TABBED OR WITHDRAWN. IF WITHDRAWN, THEY WILL BE TRANSFERRED ALONG WITH DECLASSIFIED RECORDS.

### 8. CURRENT LOCATION OF RECORDS

☐ Agency (Complete 8A only)

☐ Federal Records Center (Complete 8B only)

<table>
<thead>
<tr>
<th>Address</th>
<th>Washington, DC 20520-1512</th>
</tr>
</thead>
</table>

### 8A. ADDRESS

RSC, Room 1512

### 8B. FRG ACCESION NUMBER

WNRC Acc. No. 59-65A987 box 1262

### 9. PHYSICAL FORMS

☐ Paper Documents ☐ Posters
☐ Paper Publications ☐ Meps and Charts
☐ Microfilm / Microfiche ☐ Arch / Eng Drawings
☐ Electronic Records ☐ Motion / Sound / Video
☐ Photographs ☐ Other (specify): [Specify]

### 10. VOLUME

Cu. Mtr. _ (Cu. Ft.) Number 1 Type FRC

### 11. DATE RECORDS ELIGIBLE FOR TRANSFER TO THE ARCHIVES

ASAP

### 12. ARE RECORDS FULLY AVAILABLE FOR PUBLIC USE?

☐ YES ☑ NO

(If no, attach limits on use and justification.)

### 13. ARE RECORDS SUBJECT TO THE PRIVACY ACT?

☐ YES ☑ NO

(If yes, cite agency System Number and Federal Register volume and page number of most recent notice and attach a copy of this notice.)

### 14. ATTACHMENTS

☐ Agency Manual Excerpt ☐ Listing of Records Transferred
☐ Additional Description ☐ NA Form 14097 or Equivalent
☐ Privacy Act Notice ☐ Microform Inspection Report
☐ Other (specify): ☐ SF(s) 135

### 15. RECORDS ACCEPTED INTO THE NATIONAL ARCHIVES OF THE UNITED STATES

Signature: [Signature]
Date: [Date]

### 16. NATIONAL ARCHIVES ACCESSION NO.

WN3-59-98-9

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NATIONAL ARCHIVES AND RECORDS ADMINISTRATION

SF 250 (9/95)

Prescribed by NARA 36 CFR 420
AGREEMENT TO TRANSFER RECORDS TO
THE NATIONAL ARCHIVES OF THE UNITED STATES

1. RECORDS SERIES TITLE
MULTILATERAL FORCE WORKING GROUP

2. RECORDS SERIES DATE SPAN
1963-1965

3. AGENCY OR ESTABLISHMENT
DEPARTMENT OF STATE

4. AGENCY MAJOR SUBDIVISION
Office of the Legal Adviser (L)

5. AGENCY MINOR SUBDIVISION
Assistant Legal Adviser for European

6. UNIT THAT CREATED RECORDS
Affairs (L/EUR)

7. AGENCY PERSON WITH WHOM TO CONFERENCE ABOUT THE RECORDS
Name: Margaret G. Pepe, Acting Records Officer A/RPS/IPPS/PP, SA-2 U.S. Department of State Washington, DC 20522-6001

8. PHYSICAL FORMS
☒ Paper Documents ☐ Poster
☐ Paper Publications ☐ Maps and Charts
☒ Microfilm / Microfiche ☐ Arch / Eng Drawings
☐ Electronic Records ☐ Motion / Sound / Video
☐ Photographs ☐ Other (specify): _____________

9. VOLUME: CONTAINERS:
Cu. Mtr. __ (Cu. Ft. __) Number: __ Type: FRC

10. DATE RECORDS ELIGIBLE FOR TRANSFER TO THE ARCHIVES
ASAP

11. ARE RECORDS FULLY AVAILABLE FOR PUBLIC USE?
☒ NO ☐ YES (If no, attach limits on use and justification.)

12. CLASSIFIED DOCUMENTS EITHER TABBED OR WITHDRAWN
☒ YES ☐ NO

13. ARE RECORDS SUBJECT TO THE PRIVACY ACT?
☐ YES ☐ NO (If yes, cite Agency System Number and Federal Register volume and page number of most recent notice and attach a copy of this notice.)

14. ATTACHMENTS
☐ Agency Manual Excerpt ☐ Listing of Records Transferred
☐ Additional Description ☐ NA Form 14097 or Equivalent
☐ Privacy Act Notice ☐ Microform Inspection Report
☐ Other (specify): SF(s) 135

15. SECURITY CLASSIFIED INFORMATION PRESENT?
☒ NO ☐ YES

16. RECORDS RECEIVED INTO THE NATIONAL ARCHIVES OF THE UNITED STATES
Signature: Margret G. Pepe Date: 9/16/99

17. NATIONAL ARCHIVES ACCESSION NO.
N 359-60-7

RECORDS INFORMATION
# AGREEMENT TO TRANSFER RECORDS TO THE NATIONAL ARCHIVES OF THE UNITED STATES

## TERMS OF AGREEMENT

**1.** The records described below and on the attached pages are deposited in the National Archives of the United States in accordance with 44 U.S.C. 2107. The transferring agency certifies that any restrictions on the use of these records are in conformance with the requirements of 5 U.S.C. 552.

In accordance with 44 U.S.C. 2106, custody of these records becomes the responsibility of the Archivist of the United States at the time of transfer of the records. It is agreed that these records will be administered in accordance with the provisions of 44 U.S.C. Chapter 21, 56 CFR XII, 56 CFR Part 1258 and such other rules and regulations as may be prescribed by the Archivist of the United States (the Archivist). Unless specified and justified below, no restrictions of the use of these records will be imposed other than the general and specific restrictions on the use of records in the National Archives of the United States that have been published in 36 CFR Part 1258 or in the Guide to the National Archives of the United States. The Archivist may destroy, donate, or otherwise dispose of any containers, duplicate copies, unused forms, blank stationary, nonarchival printed or processed material, or other nonrecord material in any manner authorized by law or regulation. Without further consent, the Archivist may destroy deteriorating or damaged documents after they have been copied in a form that retains all of the information in the original document. The Archivist will use the General Records Schedule and any applicable records disposition schedule (SF 115) of the transferring agency to dispose of nonarchival materials contained in this deposit.

### 2A. AGENCY APPROVAL

**Signature**

**Date**

### 2B. NAME, TITLE, MAILING ADDRESS


### 3A. NARA APPROVAL

**Signature**

**Date**

### 3B. NAME, TITLE, MAILING ADDRESS


## RECORDS INFORMATION

### 4. RECORDS SERIES TITLE

**TREATY BACKGROUND FILES**

### 5. DATE SPAN OF SERIES

**1778-1977**

### 6. AGENCY OR ESTABLISHMENT

**DEPARTMENT OF STATE**

### 7. AGENCY MAJOR SUBDIVISION

**The Legal Adviser**

### 8. AGENCY MINOR SUBDIVISION

**Office of Treaty Affairs (L/T)**

### 10. UNIT THAT CREATED RECORDS

**RMH (A) 230001**

### 11. DISPOSITION AUTHORITY

**Cu. Mr. (Cu. Fl. 59) Number 59 Type FRC**

### 12. RECORDS ELIGIBLE FOR TRANSFER TO THE ARCHIVES

**ASAP**

### 13. ARE RECORDS FULLY AVAILABLE FOR PUBLIC USE?

- [ ] YES
- [ ] NO

**Classifier Documents either Tabbed or Withdrawn**

### 14. RECORDS SUBJECT TO THE PRIVACY ACT?

- [ ] YES
- [ ] NO

**If yes, cite Agency System Number and Federal Register volume and page number of most recent notice and attach a copy of this notice.**

### 8. PHYSICAL FORMS

- [x] Paper Documents
- [ ] Paper Publications
- [ ] Microfilm / Microfiche
- [ ] Electronic Records
- [ ] Photographs
- [ ] Other (specify:)

### 9. VOLUME

**CONTAINERS:**

**Cu. Mr. (Cu. Fl. 59) Number 59 Type FRC**

### 15. RECORDS ACCEPTED INTO THE NATIONAL ARCHIVES OF THE UNITED STATES

**Signature**

**Date**

### 16. RECORDS ACCEPTED INTO THE NATIONAL ARCHIVES OF THE UNITED STATES

**WNRC Acc. No. 59-78-28 boxes 1-45**

**WNRC Acc. No. 59-82-26 boxes 1-14**

**Priority IV-B/18C**

### 17. NATIONAL ARCHIVES ACCESSION NO.

**NN3-59-98-10**

### NARA PROVIDES

**Shipping Instructions to Agencies / Remarks Regarding Disposition**

### 18. ATTACHMENTS

- [ ] Agency Manual Excerpt
- [ ] Listing of Records Transferred
- [ ] Additional Description
- [ ] NA Form 14097 or Equivalent
- [ ] Privacy Act Notice
- [ ] Microform Inspection Report
- [ ] Other (specify:)

**SF (s) 135**

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**NATIONAL ARCHIVES AND RECORDS ADMINISTRATION**