

M

UNDER SECRETARY FOR MANAGEMENT

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

1. INTERIM CONTROL NO. (NARA Use Only)

TERMS OF AGREEMENT

The records described below and on the attached 1 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.

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.

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 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

2A. AGENCY APPROVAL

Signature Kenneth F. Rossman Date 4/8/97

3A. NARA APPROVAL

Signature _____ Date _____

2B. NAME, TITLE, MAILING ADDRESS

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

3B. NAME, TITLE, MAILING ADDRESS

RECORDS INFORMATION

4A. RECORDS SERIES TITLE

MANAGEMENT SUBJECT AND NAME FILES

4B. DATE SPAN OF SERIES

1964-1975

(Attach any additional description.)

5A. AGENCY OR ESTABLISHMENT

DEPARTMENT OF STATE

5B. AGENCY MAJOR SUBDIVISION

Under Secretary for Management & predecessors

5C. AGENCY MINOR SUBDIVISION

5D. UNIT THAT CREATED RECORDS

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

Name: _____
Telephone Number: (____) _____

6. DISPOSITION AUTHORITY:

RMH(A) 310103

7. IS SECURITY CLASSIFIED INFORMATION PRESENT? NO YES

LEVEL: Confidential Secret Top Secret

SPECIAL MARKINGS: RD/FRD SCI NATO

Other _____

INFORMATION STATUS: Segregated Declassified

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

9. PHYSICAL FORMS

- | | |
|---|---|
| <input checked="" type="checkbox"/> Paper Documents | <input type="checkbox"/> Posters |
| <input type="checkbox"/> Paper Publications | <input type="checkbox"/> Maps and Charts |
| <input type="checkbox"/> Microfilm / Microfiche | <input type="checkbox"/> Arch / Eng Drawings |
| <input type="checkbox"/> Electronic Records | <input type="checkbox"/> Motion / Sound / Video |
| <input type="checkbox"/> Photographs | <input type="checkbox"/> Other (specify): _____ |

10. VOLUME:

CONTAINERS:

Cu. Mtr. _____ (Cu. Ft. 31) Number 31 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 docs tabbed for NARA withdrawal.

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

- | | |
|---|--|
| <input type="checkbox"/> Agency Manual Excerpt | <input checked="" type="checkbox"/> Listing of Records Transferred |
| <input type="checkbox"/> Additional Description | <input type="checkbox"/> NA Form 14097 or Equivalent |
| <input type="checkbox"/> Privacy Act Notice | <input type="checkbox"/> Microform Inspection Report |
| <input type="checkbox"/> Other (specify): _____ | <input type="checkbox"/> SF(s) 135 |

8B. FRC ACCESSION NUMBER

Records held by agency.

CONTAINER NUMBER(S)

See attached list.

FRC LOCATION

Priority IVB/10

NARA PROVIDES

15. SHIPPING INSTRUCTIONS TO AGENCIES / REMARKS REGARDING DISPOSITION

RG

59

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

Signature _____ Date _____

17. NATIONAL ARCHIVES ACCESSION NO.

NN3-59-97-33

UNDER SECRETARY FOR MANAGEMENT
(AND PREDECESSORS)

WNRC Acc. No. 59-72A1739 boxes 302-308
WNRC Acc. No. 59-79-114 boxes 1-4
WNRC Acc. No. 59-79-116 boxes 1-3
WNRC Acc. No. 59-79-117 boxes 1-4
WNRC Acc. No. 59-80-72 boxes 1-7
WNRC Acc. No. 59-89-43 box 1
WNRC Acc. No. 59-89-44 boxes 1-4
WNRC Acc. No. 59-89-45 box 1

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

1. INTERIM CONTROL NO. (NARA Use Only)

TERMS OF AGREEMENT

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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 Kenneth F. Rossman Date 4/8/97

3A. NARA APPROVAL

Signature _____ Date _____

2B. NAME, TITLE/MAILING ADDRESS

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

3B. NAME, TITLE, MAILING ADDRESS

RECORDS INFORMATION

4A. RECORDS SERIES TITLE

MANAGEMENT OPERATIONS POLICY FILES

4B. DATE SPAN OF SERIES

1956-1973

(Attach any additional description.)

5A. AGENCY OR ESTABLISHMENT

DEPARTMENT OF STATE

5B. AGENCY MAJOR SUBDIVISION

Under Secretary for Management

5C. AGENCY MINOR SUBDIVISION

Management Operations

5D. UNIT THAT CREATED RECORDS

9. PHYSICAL FORMS

- | | |
|---|---|
| <input checked="" type="checkbox"/> Paper Documents | <input type="checkbox"/> Posters |
| <input type="checkbox"/> Paper Publications | <input type="checkbox"/> Maps and Charts |
| <input type="checkbox"/> Microfilm / Microfiche | <input type="checkbox"/> Arch / Eng Drawings |
| <input type="checkbox"/> Electronic Records | <input type="checkbox"/> Motion / Sound / Video |
| <input type="checkbox"/> Photographs | <input type="checkbox"/> Other (specify): _____ |

10. VOLUME: _____ **CONTAINERS:** _____
Cu. Mtr. _____ (Cu. Ft. 60) Number 60 Type FRC

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

Name: _____
Telephone Number: (____) _____

11. DATE RECORDS ELIGIBLE FOR TRANSFER TO THE ARCHIVES
ASAP

6. DISPOSITION AUTHORITY:

RMH(A) 310101A

12. ARE RECORDS FULLY AVAILABLE FOR PUBLIC USE?
 YES NO (If no, attach limits on use and justification.)
Classified docs tabbed for NARA withdrawal.

7. IS SECURITY CLASSIFIED INFORMATION PRESENT? NO YES

LEVEL: Confidential Secret Top Secret
SPECIAL MARKINGS: RD/FRD SCI NATO
 Other _____
INFORMATION STATUS: Segregated Declassified

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

8. CURRENT LOCATION OF RECORDS

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

14. ATTACHMENTS

- | | |
|---|--|
| <input type="checkbox"/> Agency Manual Excerpt | <input checked="" type="checkbox"/> Listing of Records Transferred |
| <input type="checkbox"/> Additional Description | <input type="checkbox"/> NA Form 14097 or Equivalent |
| <input type="checkbox"/> Privacy Act Notice | <input type="checkbox"/> Microform Inspection Report |
| <input type="checkbox"/> Other (specify): _____ | <input type="checkbox"/> SF(s) 135 |

8A. ADDRESS RSC, Room 1512

Department of State
Washington, DC 20520-1512

8B. FRC ACCESSION NUMBER

CONTAINER NUMBER(S)

FRC LOCATION

Records held by agency.

See attached list.

Priority IVB/11C

NARA PROVIDES

15. SHIPPING INSTRUCTIONS TO AGENCIES / REMARKS REGARDING DISPOSITION

RG

59

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

Signature _____ Date _____

17. NATIONAL ARCHIVES ACCESSION NO.

NN3-59-97-30

UNDER SECRETARY FOR MANAGEMENT

MANAGEMENT OPERATIONS
{M/MO}

WNRC Acc. No. 59-68A5098	boxes 642-643
WNRC Acc. No. 59-72A1739	boxes 283-288
WNRC Acc. No. 59-88-120	boxes 1-18
WNRC Acc. No. 59-88-121	box 1
WNRC Acc. No. 59-88-122	boxes 1-6
WNRC Acc. No. 59-88-123	boxes 1-9
WNRC Acc. No. 59-89-47	boxes 1-8
WNRC Acc. No. 59-89-48	boxes 1-2
WNRC Acc. No. 59-96-1280	boxes 1-8

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

1. INTERIM CONTROL NO. (NARA Use Only)

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2A. AGENCY APPROVAL

Signature Kenneth F. Rossman Date 1/8/97

3A. NARA APPROVAL

Signature _____ Date _____

2B. NAME, TITLE/MAILING ADDRESS

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

3B. NAME, TITLE, MAILING ADDRESS

RECORDS INFORMATION

4A. RECORDS SERIES TITLE INTERAGENCY COMMITTEE FILES

4B. DATE SPAN OF SERIES 1964-1975 (Attach any additional description.)

5A. AGENCY OR ESTABLISHMENT
DEPARTMENT OF STATE

5B. AGENCY MAJOR SUBDIVISION
Under Secretary for Management

5C. AGENCY MINOR SUBDIVISION
Management Operations

5D. UNIT THAT CREATED RECORDS

5E. AGENCY PERSON WITH WHOM TO CONFER ABOUT THE RECORDS
Name: _____
Telephone Number: (____) _____

6. DISPOSITION AUTHORITY:
NI-59-88-21, Item 2

7. IS SECURITY CLASSIFIED INFORMATION PRESENT? NO YES
LEVEL: Confidential Secret Top Secret
SPECIAL MARKINGS: RD/FRD SCI NATO
 Other _____
INFORMATION STATUS: Segregated Declassified

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

9. PHYSICAL FORMS

- | | |
|---|---|
| <input checked="" type="checkbox"/> Paper Documents | <input type="checkbox"/> Posters |
| <input type="checkbox"/> Paper Publications | <input type="checkbox"/> Maps and Charts |
| <input type="checkbox"/> Microfilm / Microfiche | <input type="checkbox"/> Arch / Eng Drawings |
| <input type="checkbox"/> Electronic Records | <input type="checkbox"/> Motion / Sound / Video |
| <input type="checkbox"/> Photographs | <input type="checkbox"/> Other (specify): _____ |

10. VOLUME: _____ **CONTAINERS:** _____
Cu. Mtr. _____ (Cu. Ft. 2) 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.)
Classified docs tabbed for NARA withdrawal.

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

- | | |
|---|---|
| <input type="checkbox"/> Agency Manual Excerpt | <input type="checkbox"/> Listing of Records Transferred |
| <input type="checkbox"/> Additional Description | <input type="checkbox"/> NA Form 14097 or Equivalent |
| <input type="checkbox"/> Privacy Act Notice | <input type="checkbox"/> Microform Inspection Report |
| <input type="checkbox"/> Other (specify): _____ | <input type="checkbox"/> SF(s) 135 |

8B. FRC ACCESSION NUMBER _____ **CONTAINER NUMBER(S)** _____ **FRC LOCATION** _____
Records held by agency.
WNRC Acc. No. 59-89-68 boxes 1-2

Priority IVB/11B

NARA PROVIDES

15. SHIPPING INSTRUCTIONS TO AGENCIES / REMARKS REGARDING DISPOSITION

RG
59

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

Signature _____ Date _____

17. NATIONAL ARCHIVES ACCESSION NO.

NN3-59-97-31

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

1. INTERIM CONTROL NO. (NARA Use Only)

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2A. AGENCY APPROVAL

Signature Kenneth F. Rossman Date 8/1/97

3A. NARA APPROVAL

Signature _____ Date _____

2B. NAME, TITLE, MAILING ADDRESS

Kenneth F. Rossman
Acting Chief (A/IM/IPS/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

(Attach any additional description.)

5A. AGENCY OR ESTABLISHMENT

DEPARTMENT OF STATE

5B. AGENCY MAJOR SUBDIVISION

Under Secretary for Management

5C. AGENCY MINOR SUBDIVISION

Foreign Service Institute

5D. UNIT THAT CREATED RECORDS

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

Name: _____
Telephone Number: (____) _____

6. DISPOSITION AUTHORITY:

RMH(A) 090101/090301(a)/090501(a)

7. IS SECURITY CLASSIFIED INFORMATION PRESENT? NO YES

LEVEL: Confidential Secret Top Secret

SPECIAL MARKINGS: RD/FRD SCI NATO

Other _____

INFORMATION STATUS: Segregated Declassified

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

9. PHYSICAL FORMS

- | | |
|---|---|
| <input checked="" type="checkbox"/> Paper Documents | <input type="checkbox"/> Posters |
| <input type="checkbox"/> Paper Publications | <input type="checkbox"/> Maps and Charts |
| <input type="checkbox"/> Microfilm / Microfiche | <input type="checkbox"/> Arch / Eng Drawings |
| <input type="checkbox"/> Electronic Records | <input type="checkbox"/> Motion / Sound / Video |
| <input type="checkbox"/> Photographs | <input type="checkbox"/> Other (specify): _____ |

10. VOLUME:

Cu. Mtr. _____ (Cu. Ft. 28) Number 28 Type FRG

CONTAINERS:

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 docs tabbed for NARA withdrawal.

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

- | | |
|---|---|
| <input type="checkbox"/> Agency Manual Excerpt | <input type="checkbox"/> Listing of Records Transferred |
| <input type="checkbox"/> Additional Description | <input type="checkbox"/> NA Form 14097 or Equivalent |
| <input type="checkbox"/> Privacy Act Notice | <input type="checkbox"/> Microform Inspection Report |
| <input type="checkbox"/> Other (specify): _____ | <input type="checkbox"/> SF(s) 135 |

8B. FRC ACCESSION NUMBER

Records held by agency.
See attached lost.

CONTAINER NUMBER(S)

FRC LOCATION

Priority IVB/37

NARA PROVIDES

7. SHIPPING INSTRUCTIONS TO AGENCIES / REMARKS REGARDING DISPOSITION

RG

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

Signature _____ Date _____

17. NATIONAL ARCHIVES ACCESSION NO.

NN3-59-97-85

UNDER SECRETARY FOR MANAGEMENT
Foreign Service Institute

Program Policy Files - Office of the Director

WNRC Acc. No. 59-73-101	boxes 1-3
WNRC Acc. No. 59-79-26	boxes 1-9

Foreign Affairs Executive Seminar - Policy and Procedural Files

WNRC Acc. No. 59-68A5098	boxes 575-578
WNRC Acc. No. 59-78-141	boxes 1-5

School of Languages - Office of the Dean

WNRC Acc. No. 59-78-31	boxes 1-7
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