

S/PRS

OFFICE OF PRESS RELATIONS

**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 _____ 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 Rosemary Melendy Date 2/8/99

3A. NARA APPROVAL

Signature _____ Date _____

2B. NAME, TITLE, MAILING ADDRESS

Rosemary Melendy, Acting
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

Country and Subject Files

4B. DATE SPAN OF SERIES

1939-1975

(Attach any additional description.)

5A. AGENCY OR ESTABLISHMENT

DEPARTMENT OF STATE

5B. AGENCY MAJOR SUBDIVISION

Office of the Secretary of State

5C. AGENCY MINOR SUBDIVISION

Office of Press Relations (S/PRS)

5D. UNIT THAT CREATED RECORDS

5E. AGENCY PERSON WITH WHOM TO CONFER 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 (RD/FRD & 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 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. 1/3) 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.)
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

- | | |
|---|---|
| <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

RSC Lot 77D7 box 7235 (part)

Priority V/13

NARA PROVIDES

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.

NN3-59-99-15