

A

ADMINISTRATION

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.

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

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 _____

3A. NARA APPROVAL

Signature _____

Date _____

2B. NAME, TITLE, MAILING ADDRESS

Kenneth F. Rossman
Acting Chief (AIM/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

1958-1975

(Attach any additional description.)

5A. AGENCY OR ESTABLISHMENT

DEPARTMENT OF STATE

5B. AGENCY MAJOR SUBDIVISION

Assistant Secretary for Administration

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) 070102

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

Paper Documents

Paper Publications

Microfilm / Microfiche

Electronic Records

Photographs

Posters

Maps and Charts

Arch / Eng Drawings

Motion / Sound / Video

Other (specify): _____

10. VOLUME:

CONTAINERS:

Cu. Mtr. _____ (Cu. Ft. 20) Number 20 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

Agency Manual Excerpt

Additional Description

Privacy Act Notice

Other (specify): _____

Listing of Records Transferred

NA Form 14097 or Equivalent

Microform Inspection Report

SF(s) 135

8B. FRC ACCESSION NUMBER

CONTAINER NUMBER(S)

FRC LOCATION

Records held by agency.

See attached list.

Priority IVB/35A

NARA PROVIDES

5. 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.

N23-59-97-80

ASSISTANT SECRETARY OF STATE FOR ADMINISTRATION

Subject Files

WNRC Acc. No. 59-73-13	Boxes 1-2
WNRC Acc. No. 59-88-112	boxes 1-3
WNRC Acc. No. 59-88-113	boxes 1-6
WNRC Acc. No. 59-88-114	boxes 1-4
WNRC Acc. No. 59-88-115	boxes 1-5

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 8/5/97

3A. NARA APPROVAL

Signature _____ Date _____

2B. NAME, TITLE, MAILING ADDRESS

Kenneth F. Rossman
Acting Chief (AIM/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

Bureau of Administration

5C. AGENCY MINOR SUBDIVISION

Foreign Building Operations

5D. UNIT THAT CREATED RECORDS

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

Name: _____
Telephone Number: (____) _____

6. DISPOSITION AUTHORITY:

RMH(A) 080202/080703

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. 113) Number _____ Type _____
Tubes & 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.

See attached list.

Priority IVB/40

NARA PROVIDES

5. 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.

NN3-59-97-91

BUREAU OF ADMINISTRATION
Foreign Buildings Operations

Blueprints and Drawings

WNRC Acc. No. 59-74-37	rolls 1-21
WNRC Acc. No. 59-74-38	rolls 1-48
WNRC Acc. No. 59-74-39	rolls 1-92
WNRC Acc. No. 59-76-2	
WNRC Acc. No. 59-79-42	

Maps, Surveys, and Topographic Studies

WNRC Acc. No. 59-76-3

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2A. AGENCY APPROVAL

Signature _____

Date 8/5/97

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

Communications - Policy Files

4B. DATE SPAN OF SERIES

1945-1980

(Attach any additional description.)

5A. AGENCY OR ESTABLISHMENT

DEPARTMENT OF STATE

5B. AGENCY MAJOR SUBDIVISION

Bureau of Administration

5C. AGENCY MINOR SUBDIVISION

Office of Communications

5D. UNIT THAT CREATED RECORDS

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

Name: _____

Telephone Number: (____) _____

6. DISPOSITION AUTHORITY:

RMH(A) 070101

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

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. 22) Number 22 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

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

8B. FRC ACCESSION NUMBER

Records held by agency.

CONTAINER NUMBER(S)

See attached list.

FRC LOCATION

Priority IVB/35B

NARA PROVIDES

5. 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.

NN3-59-97-81

BUREAU OF ADMINISTRATION
Office of Communications

Communications - Policy Files

WNRC Acc. No. 59-70A4521	boxes 253-268
WNRC Acc. No. 59-82-27	box 1
WNRC Acc. No. 59-89-21	boxes 1-3
WNRC Acc. No. 59-91-56	boxes 1-2

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<p>2A. AGENCY APPROVAL</p> <p>Signature <u><i>Kenneth F. Rossman</i></u> Date <u>9/13/92</u></p>	<p>3A. NARA APPROVAL</p> <p>Signature _____ Date _____</p>
<p>2B. NAME, TITLE, MAILING ADDRESS</p> <p>Kenneth F. Rossman Records Officer (A/IM/IS/OIS/IA) U.S. Department of State Washington, DC 20520-1512</p>	<p>3B. NAME, TITLE, MAILING ADDRESS</p>

RECORDS INFORMATION

<p>4A. RECORDS SERIES TITLE <u>Management Subject Files</u></p> <p align="center">Lot 62D220</p>	
<p>4B. DATE SPAN OF SERIES <u>1946-60</u></p>	<p>(Attach any additional description.)</p>
<p>5A. AGENCY OR ESTABLISHMENT <u>DEPARTMENT OF STATE</u></p>	<p>9. PHYSICAL FORMS</p> <p><input checked="" type="checkbox"/> Paper Documents <input type="checkbox"/> Posters</p> <p><input type="checkbox"/> Paper Publications <input type="checkbox"/> Maps and Charts</p> <p><input type="checkbox"/> Microfilm / Microfiche <input type="checkbox"/> Arch / Eng Drawings</p> <p><input type="checkbox"/> Electronic Records <input type="checkbox"/> Motion / Sound / Video</p> <p><input type="checkbox"/> Photographs <input type="checkbox"/> Other (specify): _____</p>
<p>5B. AGENCY MAJOR SUBDIVISION <u>Bureau of Administration</u></p>	<p>10. VOLUME: _____ CONTAINERS: _____</p> <p>Cu. Mtr. _____ (Cu. Ft. $\frac{1}{4}$) Number <u>1</u> Type <u>FRC</u></p>
<p>5C. AGENCY MINOR SUBDIVISION <u>Office of Management</u></p> <p>UNIT THAT CREATED RECORDS _____</p>	
<p>5E. AGENCY PERSON WITH WHOM TO CONFER ABOUT THE RECORDS</p> <p>Name: _____</p> <p>Telephone Number: (____) _____</p>	<p>11. DATE RECORDS ELIGIBLE FOR TRANSFER TO THE ARCHIVES <u>ASAP</u></p>
<p>6. DISPOSITION AUTHORITY: <u>RMH(A) 310103</u></p>	<p>12. ARE RECORDS FULLY AVAILABLE FOR PUBLIC USE?</p> <p><input checked="" type="checkbox"/> YES <input type="checkbox"/> NO (If no, attach limits on use and justification.)</p>
<p>7. IS SECURITY CLASSIFIED INFORMATION PRESENT? <input type="checkbox"/> NO <input type="checkbox"/> YES</p> <p>LEVEL: <input type="checkbox"/> Confidential <input type="checkbox"/> Secret <input type="checkbox"/> Top Secret</p> <p>SPECIAL MARKINGS: <input type="checkbox"/> RD/FRD <input type="checkbox"/> SCI <input type="checkbox"/> NATO</p> <p><input type="checkbox"/> Other _____</p> <p>INFORMATION STATUS: <input type="checkbox"/> Segregated <input checked="" type="checkbox"/> Declassified</p>	<p>13. ARE RECORDS SUBJECT TO THE PRIVACY ACT?</p> <p>(If yes, cite Agency System Number and Federal Register volume and page number of most recent notice and attach a copy of this notice.)</p> <p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p>
<p>8. CURRENT LOCATION OF RECORDS</p> <p><input checked="" type="checkbox"/> Agency (Complete 8A only)</p> <p><input type="checkbox"/> Federal Records Center (Complete 8B only)</p>	<p>14. ATTACHMENTS</p> <p><input type="checkbox"/> Agency Manual Excerpt <input type="checkbox"/> Listing of Records Transferred</p> <p><input type="checkbox"/> Additional Description <input type="checkbox"/> NA Form 14097 or Equivalent</p> <p><input type="checkbox"/> Privacy Act Notice <input type="checkbox"/> Microform Inspection Report</p> <p><input type="checkbox"/> Other (specify): _____ <input type="checkbox"/> SF(s) 135</p>
<p>8A. ADDRESS <u>OIS/RA/RD-RSC, Room 1512</u></p> <p><u>Department of State</u></p> <p><u>Washington, DC 20520</u></p>	

RSC box 367

NOTE: These records are the TS portion of this Lot. The remaining records are in WNRC Acc. No. 59-69A3446 boxes 436-438 (accessioned).

NARA PROVIDES

<p>15. SHIPPING INSTRUCTIONS TO AGENCIES / REMARKS REGARDING DISPOSITION</p>	<p>RG</p>
<p>16. RECORDS ACCEPTED INTO THE NATIONAL ARCHIVES OF THE UNITED STATES</p> <p>Signature _____ Date _____</p>	<p>17. NATIONAL ARCHIVES ACCESSION NO.</p> <p><u>2023-59-96-112</u></p>

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

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2A. AGENCY APPROVAL

Signature Margaret J. Peppe Date 3/1/99

3A. NARA APPROVAL

Signature _____ Date _____

2B. NAME, TITLE, MAILING ADDRESS

Margaret Peppe, 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

Report entitled THE DEVELOPMENT OF UNITED STATES PARTICIPATION IN INTERGOVERNMENTAL EFFORTS TO RESOLVE REFUGEE PROBLEMS, 1938-1966

4B. DATE SPAN OF SERIES 1968

(Attach any additional description.)

5A. AGENCY OR ESTABLISHMENT

DEPARTMENT OF STATE

5B. AGENCY MAJOR SUBDIVISION

Bureau of Administration

5C. AGENCY MINOR SUBDIVISION

Office of Operations (A/OPR)

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. 2") 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 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 71D294 (part) box 3070 (part)
[Remainder of Lot will be scheduled for destruction]

Priority V/22

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.

NN3-59-99-24

**AGREEMENT TO TRANSFER RECORDS TO
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2A. AGENCY APPROVAL

Signature Kenneth F. Rossman Date 8/5/97

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

Department of State Annual Budget Files

4B. DATE SPAN OF SERIES 1948-1977

(Attach any additional description.)

5A. AGENCY OR ESTABLISHMENT

DEPARTMENT OF STATE

5B. AGENCY MAJOR SUBDIVISION

Bureau of Administration

5C. AGENCY MINOR SUBDIVISION

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): _____ |

5D. UNIT THAT CREATED RECORDS

10. VOLUME: _____ CONTAINERS: _____
Cu. Mtr. _____ (Cu. Ft. 152) Number 152 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) 051604(a)

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 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/35C

NARA PROVIDES

5. 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.

NN3-59-97-82

BUREAU OF ADMINISTRATION

Department of State Annual Budget Files

WNRC Acc. No. 59-69A3446	boxes 255-256
WNRC Acc. No. 59-69A6308	boxes 29-303
WNRC Acc. No. 59-72A1739	boxes 241-245
WNRC Acc. No. 59-72A1739	boxes 250-269
WNRC Acc. No. 59-73-16	boxes 1-12
WNRC Acc. No. 59-73-76	boxes 1-4
WNRC Acc. No. 59-73-77	boxes 1-4
WNRC Acc. No. 59-73-77	boxes 1-4
WNRC Acc. No. 59-75-48	boxes 1-6
WNRC Acc. No. 59-75-79	boxes 1-5
WNRC Acc. No. 59-78-1	boxes 1-8
WNRC Acc. No. 59-78-30	boxes 1-8
WNRC Acc. No. 59-80-3	boxes 1-8
WNRC Acc. No. 59-80-53	boxes 1-6
WNRC Acc. No. 59-80-106	boxes 1-10
WNRC Acc. No. 59-80-108	boxes 1-8
WNRC Acc. No. 59-80-109	boxes 1-8
WNRC Acc. No. 59-80-110	boxes 1-7
WNRC Acc. No. 59-82-66	boxes 1-9

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

1. INTERIM CONTROL NO. (NARA USE)

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 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 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 8/5/97

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

Bureau of Administration

5C. AGENCY MINOR SUBDIVISION

J. UNIT THAT CREATED RECORDS

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

Name: _____
Telephone Number: (____) _____

6. DISPOSITION AUTHORITY:

RMH(A) 071301(a)/071301(c)/071310(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: _____ CONTAINERS: _____
Cu. Mtr. _____ (Cu. Ft. 115) Number 115 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.

See attached list.

Priority IVB/41

NARA PROVIDES

15. 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.

NN3-59-97-92

BUREAU OF ADMINISTRATION

Department and Foreign Service Regulatory and Procedural
Issuances (Master Set), 1942-1973

WNRC Acc. No. 59-72A1739	boxes 289-301
WNRC Acc. No. 59-76-22	boxes 1-3
WNRC Acc. No. 59-76-34	boxes 1-27
WNRC Acc. No. 59-80-61	boxes 1-45

Department and Foreign Service Regulatory and Procedural
Issuances (Background and Docket Files), 1961-1971

WNRC Acc. No. 59-75-80	boxes 1-19
------------------------	------------

Forms Control Files (Master Set), 1945-1972

WNRC Acc. No. 59-78-96	boxes 1-3
WNRC Acc. No. 59-79-85	boxes 1-5

**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 Kenneth F. Rossman Date 8/5/97

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

Special Collections

4B. DATE SPAN OF SERIES

1966-1976

(Attach any additional description.)

5A. AGENCY OR ESTABLISHMENT

DEPARTMENT OF STATE

5B. AGENCY MAJOR SUBDIVISION

Bureau of Administration

5C. AGENCY MINOR SUBDIVISION

Information Management

5D. UNIT THAT CREATED RECORDS

Ofc. of Freedom of Info, Privacy & Classification

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

Name: _____
Telephone Number: (____) _____

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): _____ |

6. DISPOSITION AUTHORITY:

N1-59-92-10, Item 1

10. VOLUME:

CONTAINERS:

Cu. Mtr. _____ (Cu. Ft. 36) Number 36 Type FRC

7. IS SECURITY CLASSIFIED INFORMATION PRESENT? NO YES

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

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.)

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

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. 59-96-620

Priority IVB/35D

NARA PROVIDES

5. 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.

NW3-59-97-83

**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 Margaret G. Peppe Date 8/12/99

3A. NARA 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

3B. NAME, TITLE, MAILING ADDRESS

RECORDS INFORMATION

4A. RECORDS SERIES TITLE

RECORDS RELATING TO AGENT ORANGE (Special Collection)

4B. DATE SPAN OF SERIES

1961-1974

(Attach any additional description.)

5A. AGENCY OR ESTABLISHMENT

DEPARTMENT OF STATE

5B. AGENCY MAJOR SUBDIVISION

Bureau of Administration

5C. AGENCY MINOR SUBDIVISION

Office of Information Services

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): _____ |

5D. UNIT THAT CREATED RECORDS

10. VOLUME: _____ CONTAINERS: _____
Cu. Mtr. _____ (Cu. Ft. 2) Number 2 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:

NI-59-92-10, Item 1

12. ARE RECORDS FULLY AVAILABLE FOR PUBLIC USE?
 YES NO *(If no, attach limits on use and justification.)*
CLASSIFIED DOCUMENTS EITHER TABBED OR WITHDRAWN

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.

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
 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 RSC, Room 1512

Department of State
Washington, DC 20520-1512

8B. FRC ACCESSION NUMBER

CONTAINER NUMBER(S)

FRC LOCATION

RSC Lot 90D309

boxes 61-62

Priority V/56

NARA PROVIDES

15. 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.

NN3-59-99-56