

PER

PERSONNEL

**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.

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

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 Personnel

5C. AGENCY MINOR SUBDIVISION

Deputy Assistant Secretary for Personnel

5D. UNIT THAT CREATED RECORDS

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

Name: _____
Telephone Number: (____) _____

6. DISPOSITION AUTHORITY:

N1-59-89-19

7. IS SECURITY CLASSIFIED INFORMATION PRESENT? NO YES

LEVEL: Confidential Secret Top Secret

SPECIAL MARKINGS: RD/FRD SCI NATO

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. 8 _____) Number 8 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)

Records held by agency.

FRC LOCATION

See attached list.

Priority IVB/38A

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.

NN3-59-97-86

DEPUTY ASSISTANT SECRETARY FOR PERSONNEL

Alphabetical Subject File, 1967-1971

WNRC Acc. No. 59-78-140 boxes 1-4

Organization Files, 1967-1971

WNRC Acc. No. 59-78-140 boxes 5-6 (part)

Chronological Files, 1968-1971

WNRC Acc. No. 59-78-140 boxes 6 (part)-7

Director General and Deputy Assistant Secretary for Personnel
Files, 1966-1967

WNRC Acc. No. 59-78-140 box 8 (part)

Name File, 1967-1971

WNRC Acc. No. 59-78-140 box 8 (part)

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1. INTERIM CONTROL NO. (NARA Use Only)

TERMS OF AGREEMENT

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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 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

Herter Report Records

4B. DATE SPAN OF SERIES

1961-1968

(Attach any additional description.)

5A. AGENCY OR ESTABLISHMENT

DEPARTMENT OF STATE

5B. AGENCY MAJOR SUBDIVISION

Bureau of Personnel

5C. AGENCY MINOR SUBDIVISION

6D. UNIT THAT CREATED RECORDS

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

Name: _____
Telephone Number: (____) _____

6. DISPOSITION AUTHORITY:

RMH(A) 041003(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

- 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. 3) Number 3 Type FRC

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

- 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.

WNRC Acc. No. 59-96-455

CONTAINER NUMBER(S)

FRC LOCATION

Priority IVB/38B

NARA PROVIDES

3. 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.

NN3-59-97-87

**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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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/M/IPS/PP)
U.S. Department of State
Washington, DC 20520-1512

3B. NAME, TITLE, MAILING ADDRESS

RECORDS INFORMATION

4A. RECORDS SERIES TITLE

Medical Program Policy Records

4B. DATE SPAN OF SERIES 1954-1966

(Attach any additional description.)

5A. AGENCY OR ESTABLISHMENT

DEPARTMENT OF STATE

5B. AGENCY MAJOR SUBDIVISION

Bureau of Personnel

5C. AGENCY MINOR SUBDIVISION

Medical Services

5D. UNIT THAT CREATED RECORDS

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): _____ |

10. VOLUME: _____ CONTAINERS: _____
Cu. Mtr. _____ (Cu. Ft. 7) Number 7 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 |

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

Records held by agency.
WNRC Acc. No. 59-72A1739 boxes 82-88

Priority IVB/39

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.

NN 3-59-97-90

**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 (A/IM/IPS/PP)
U.S. Department of State
Washington, DC 20520-1512

3B. NAME, TITLE, MAILING ADDRESS

RECORDS INFORMATION

4A. RECORDS SERIES TITLE

Records of the Adverse Action Proceedings Relating to
Otto F. Otepka

4B. DATE SPAN OF SERIES

1963-1966

(Attach any additional description.)

5A. AGENCY OR ESTABLISHMENT

DEPARTMENT OF STATE

5B. AGENCY MAJOR SUBDIVISION

Bureau of Personnel

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:

NC1-59-80-11, Item 1

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. 8) Number 8 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.

WNRC Acc. No. 59-83-14

Priority IVB/38E

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.

NN3-59-97-89

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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2A. AGENCY APPROVAL

Signature _____

Date _____

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

Employee-Management Relations Commission Case Files

4B. DATE SPAN OF SERIES

1972-1975

(Attach any additional description.)

5A. AGENCY OR ESTABLISHMENT

DEPARTMENT OF STATE

5B. AGENCY MAJOR SUBDIVISION

Board of the Foreign Service

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:

ND1-59-77-3, Item 9

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:

Cu. Mtr. _____ (Cu. Ft. 3)

CONTAINERS:

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.)
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

CONTAINER NUMBER(S)

FRC LOCATION

Records held by agency.

WNRC Acc. No. 59-83-8

Priority IVB/38D

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.

NN3-59-97-88