

REQUEST FOR RECORDS DISPOSITION AUTHORITY <i>(See Instructions on reverse)</i>		LEAVE BLANK	
TO GENERAL SERVICES ADMINISTRATION NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408		JOB NO	<i>N1-43-88-3</i>
1 FROM <i>(Agency or establishment)</i>		DATE RECEIVED	<i>4-11-88</i>
2 <u>DEPARTMENT OF STATE</u>		NOTIFICATION TO AGENCY	
3 <u>U S -Mexican Commission on Border</u>		In accordance with the provisions of 44 U.S.C. 3303a the disposal request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10. If no records are proposed for disposal, the signature of the Archivist is not required.	
4 <u>Development and Friendship</u>			
5 TELEPHONE EXT	DATE		

6 CERTIFICATE OF AGENCY REPRESENTATIVE

I hereby certify that I am authorized to act for this agency in matters pertaining to the disposal of the agency's records, that the records proposed for disposal in this Request of 3 page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified, and that written concurrence from the General Accounting Office, if required under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies, is attached

A GAO concurrence is attached, or is unnecessary

B DATE	C SIGNATURE OF AGENCY REPRESENTATIVE	D TITLE
<i>3/4/88</i>	<i>Kathleen Lannon</i>	<i>Chief, FAIR/RM</i>

ITEM NO	8 DESCRIPTION OF ITEM <i>(With Inclusive Dates or Retention Periods)</i>	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN <i>(NARS USE ONLY)</i>
1.	<p>CENTRAL SUBJECT FILES. Correspondence, memorandums, minutes of meetings, project descriptions, reports, and agendas relating to the administration and ongoing work of the U.S. Section of the commission.</p> <p>WNRC Acc. No. 59-71A2100 boxes 5-15</p> <p>Volume: 11 feet Annual accumulation: 0</p> <p>PERMANENT. Transfer to the National Archives immediately.</p>		
2.	<p>MISCELLANEOUS SUBJECT FILES. Correspondence, reports, newspaper clippings, and background material relating to the work of the U.S. Section of the commission.</p> <p>WNRC Acc. No. 59-71A2100 boxes 16-17</p>		

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7 ITEM NO	8 DESCRIPTION OF ITEM <i>(With Inclusive Dates or Retention Periods)</i>	9. GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN <i>(NARS USE ONLY)</i>
	<p>Volume: 2 feet Annual accumulation: 0</p> <p>PERMANENT. Transfer to the National Archives immediately.</p>		
3.	<p>CHRONOLOGICAL FILES. Duplicates of incoming and outgoing material filed in chronological order.</p> <p>WNRC Acc. No. 59-71A2100 boxes 18-19</p> <p>Volume: 2 feet Annual accumulation: 0</p> <p>Destroy immediately.</p>		
4.	<p>PERSONNEL FILES. Personnel action forms for U.S. Government employees attached to the commission and for consultants hired by the commission.</p> <p>WNRC Acc. No. 59-71A2100 box 20</p> <p>Volume: 1 foot Annual accumulation: 0</p> <p>Destroy immediately.</p>		
5.	<p>BUDGET AND FISCAL RECORDS. Expense vouchers, transportation and accomodation receipts, computer printouts listing obligations and expenses, and other material relating to budget implementation.</p> <p>WNRC Acc. No. 59-71A2100 boxes 21-22</p> <p>Volume: 2 feet Annual accumulation: 0</p> <p>Destroy immediately.</p>		
6.	<p>CONTRACT, FISCAL, SECURITY, AND MISCELLANEOUS ADMINISTRATION FILES. Carbon copies of correspondence and reports relating to office space, expenditures, and inventories of furniture and office equipment.</p> <p>WNRC Acc.No. 59-71A2100 box 23</p>		

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7.	<p>MISCELLANEOUS REPORTS AND STUDIES. Reports from state, federal and private commercial agencies on local business opportunities, censuses of businesses, and educational programs.</p> <p>WNRC Acc. No. 59-71A2100 box 24</p> <p>Volume: 1 foot Annual accumulation: 0</p> <p>Destroy immediately.</p>		
8.	<p>LIBRARY RECORDS. Published and unpublished reports from U.S. Government agencies on population censuses, engineering projects, and business censuses.</p> <p>WNRC Acc. No. 59-71A2100 boxes 25-27</p> <p>Volume: 3 feet Annual accumulation: 0</p> <p>Destroy immediately.</p>		