

**REQUEST FOR AUTHORITY
TO DISPOSE OF RECORDS**

(See Instructions on Reverse)

**TO: GENERAL SERVICES ADMINISTRATION,
NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, D.C. 20408**

1. FROM (AGENCY OR ESTABLISHMENT)

Department of State

2. MAJOR SUBDIVISION

Bureau of Personnel

3. MINOR SUBDIVISION

4. NAME OF PERSON WITH WHOM TO CONFER

Louis Day

5. TEL. EXT.

x28807

6. CERTIFICATE OF AGENCY REPRESENTATIVE:

LEAVE BLANK	
DATE RECEIVED 4 MAR 1977	JOB NO. NC 1-59-77-14
NOTIFICATION TO AGENCY	
In accordance with the provisions of 44 U.S.C. 3303a the disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "with-drawn" in column 10.	
3-9-77 Date	<i>James B. Rhoads</i> Archivist of the United States

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 _____ page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified.

2/28/77

(Date)

William F. Farrell

(Signature of Agency Representative)

Chief, Records Management Staff

(Title)

7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
1.	<p>Development Appraisal Reports</p> <p>Development Appraisal Reports (Form JF-41, Part II) prepared for the years 1964-70 on Foreign Service employees who were separated from the Service in June 1972, when such reports were declassified and interfiled in the Performance Folders of current FS employees, and all those prepared for the years 1964-66 on Civil Service employees which were never incorporated in their Official Personnel Folders.</p> <p>DESTROY AS OF JULY 1, 1977</p>	<p>NY 174-24 ITEM, 2 Yr. 1987</p>	

1 item

*Dist. 3/11/77 per
to
agency*