



June 1, 2023

John H. Clarke  
Law Office of John H. Clarke  
1629 K Street, NW  
Suite 300  
[johnhclarke@earthlink.net](mailto:johnhclarke@earthlink.net)

RE: Freedom of Information Act Request: NGC21-632; Civil Action No. 20-1735 (RCL)

Dear Mr. Clarke:

This is in response to your client's Freedom of Information Act (FOIA) requests to the National Archives and Records Administration (NARA), dated April 20, 2020, and May 21, 2021. We assigned your request internal tracking number NGC21-632.

This thirteenth release contains 1 electronic PDF document totaling approximately 574 pages responsive to your request. After our review, we have determined that all 574 pages can be released in full.

As this request is now in litigation, please contact Assistant United States Attorney Thomas W. Duffey ([Thomas.duffey@usdoj.gov](mailto:Thomas.duffey@usdoj.gov)) if you have any questions. The case number for this litigation case 20-cv-01735 (RCL).

Sincerely,

*Joseph A. Scanlon*

Joseph A. Scanlon  
FOIA & Privacy Act Officer  
Office of General Counsel  
301-837-0583 work  
[Joseph.scanlon@nara.gov](mailto:Joseph.scanlon@nara.gov)

NATIONAL ARCHIVES *and*  
RECORDS ADMINISTRATION

8601 ADELPHI ROAD  
COLLEGE PARK, MD 20740-6001

[www.archives.gov](http://www.archives.gov)

June 1, 2023 Production 000001

NATIONAL ARCHIVES AND RECORDS ADMINISTRATION  
COVER SHEET - TRANSACTION DOSSIER

TRANSACTION	
NUMBER	OTHER IDENTIFICATION
NN3-306-08-004	United States Information Agency Classified Files, 1943 - 1982 CLOSED
DATE	BY (Signature)
11/3/09	<i>John C. [Signature]</i> Director, Textual Archives Services Division
CONSOLIDATED WITH	
TRANSACTION NUMBER	OTHER IDENTIFICATION
RELATED TRANSACTIONS	
TRANSACTION NUMBER	OTHER IDENTIFICATION
INSERTIONS AND CHANGES	
DATE	NATURE OF INSERTION OR CHANGE

**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.

restrictions on 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 non-record material in any manner authorized by law or regulation. Without further consent, the Archivist may destroy deteriorating or damaged documents after they have 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 these records will be imposed other than the general and specific

restriction

**2A. AGENCY APPROVAL**

Signature Margaret G. Peppe Date 1/16/2007

**3A. NARA APPROVAL**

Signature Stan D. Tully Date 6/6/08

**2B. NAME, TITLE, MAILING ADDRESS**

Margaret Peppe, Deputy Director IPS and Agency Records Officer  
A/ISS/IPS/PP SA-2  
U.S. Department of State, Washington, DC 20522-6001

**3B. NAME, TITLE, MAILING ADDRESS**

**RECORDS INFORMATION**

**4A. RECORDS SERIES TITLE** United States Information Agency Classified Files, Record Group 306

**4B. DATE SPAN OF SERIES** 1943-1982

**5A. AGENCY OR ESTABLISHMENT** Department of State

**5B. AGENCY MAJOR SUBDIVISION**

**5C. AGENCY MINOR SUBDIVISION**

**5D. UNIT THAT CREATED RECORDS**

**5E. AGENCY PERSON WITH WHOM TO CONFER ABOUT THE RECORDS**  
Name: IPS/SRP-P Julie Wilhelm  
Telephone Number: 703-923-6400

**6. DISPOSITION AUTHORITY** N1/306/98/3/16 et al. - see attached list

**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. SRP Reviewed H C Black 1/9/2007 WCS

**8. CURRENT LOCATION OF RECORDS**  
 Agency (Complete 8A only)  
 Federal Records Center (Complete 8B only)

**8A. ADDRESS:**

**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.: 762 Number: 762 Type: FRC

**1. 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)  
See attached box list for security classified and grand jury records.

**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 Except  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 NUMBERS** \_\_\_\_\_ **FRC LOCATION** Washington National Records Center NWMWA 4205 Suitland Rd. Suitland, MD 20746

*Kyl-Lott reviews Completed and Kyl-Lott Certificates Issued and placed in each box. H C Black 6/6/2008*

**NARA PROVIDES**

**15. SHIPPING INSTRUCTIONS TO AGENCIES/REMARKS REGARDING DISPOSITION**

RG 306

**16. RECORDS ACCEPTED INTO THE NATIONAL ARCHIVES OF THE UNITED STATES**

Signature Jay C. Cij Date 11/3/09

**17. NATIONAL ARCHIVES ACCESSION NO.**

NN3-306-08-004

Attachment to SF 258 for USIA Classified RG 306 Records  
Disposition Authority N1/306/98/3/16 et al.

**COMMENTS**

Of the 778 boxes listed by WNRC for transfer to NARA Archives II, 16 have not been reviewed by the Department of State. They have been lined out on the list attachment to the SF 258. State will order these boxes from WNRC and review them.

State records do not indicate that 14 boxes of four line items have been reviewed. If they have been reviewed by State, the boxes should have labels indicating the results of the review and documentation regarding the review inside the boxes. The four line items are:

306-66N-0274 7 bxs	306-67G-0222 2 bxs
306-69E-3445 1 bx	306-69G-6135 4 bxs

State records also show no record of review for 26 boxes from various line item groups. These boxes were either ordered and never received or reviewed and no record kept of their review. The line items and specific boxes are as follows:

306-63Z-0190B bx 412	306-63D-0368 bxs 22 & 23
306-63E-0791 bxs 46, 47, 50, 51, & 54	306-65L-0175 bxs 82 & 83
306-65M-0175 bx 87	306-65J-0564 bx 59
306-65J-1075 bx 114	306-66C-1129C bxs 31, 32, 34, 35, & 36 (However, volume is only shown as 5 bxs)
306-68L-4933 bx 125	306-68L-4933A bxs 137 & 138
306-69C-3445 bx 103	306-69Z-3445D bx 136
306-70E-4044 bx 35	306-72B-4932 bxs 5 & 10

S:SRP:SF258: Attachment to Classified RG 306 SF258 192007

RC	REF	ACN	SUB	VOIS	DATE	DC	DATE	SERIES	EDATE	EDATE	REC	PROG
306	- 61	A	0502		7 C	N1/306/98/3/16	M	P 2006	SUBJ FILE ICS	194801	195512	1 7
306	- 63	T	0190		3 S	N1/306/98/3/39		P 2006	COUNTRY FILES ICS	195001	195512	354A 354C
306	- 63	Q	0190	A	5 S	N1/59/05/14/1		P 2006	ICS LAWRENCE S MORRIS FILES	195001	195112	304 308
306	- 63	Y	0190	A	6 S	N1/306/98/3/38	M	P 2006	SUBJ FILES ICS/CL	195501	195912	376 381
306	- 63	Q	0190	B	1 S	N1/306/98/3/41		P 2006	COUNTRY FILES ICS	194901	195112	309 309
306	- 63	S	0190	B	9 S	N1/306/98/3/12	M	P 2006	COUNTRY FILES ICS	194801	195412	323 331
306	- 63	Z	0190	B	5 S	N1/306/98/3/38		P 2006	COUNTRY FILES ICS	195901	195912	412 416
306	- 63	Q	0190	BA	1 S	N1/306/98/3/36	M	P 2006	COUNTRY FILES ICS/CE	194901	195312	318 318
306	- 63	U	0190	C	5 S	N1/306/98/3/38	M	P 2006	SUBJ FILES ICS	195001	195812	357 361
306	- 63	Y	0190	C	1 S	N1/306/98/3/34		P 2006	FIELD COMM ICS	195101	195612	383 383
306	- 63	S	0190	D	3 S	N1/306/98/3/16	M	P 2006	COUNTRY FILES ICS	194801	195412	333 335
306	- 63	Y	0190	E	1 S	N1/306/98/3/6		P 2006	ICS DIRCTR CORRES	195301	195512	386 386
306	- 63	S	0190	F	8 S	N1/306/98/3/41	M	P 2006	COUNTRY FILES ICS	194401	195712	337 344
306	- 63	Z	0190	F	2 S	N1/306/98/3/39		P 2006	SUBJ FILES ICS	195801	195812	405 406
306	- 63	S	0190	FA	1 S	N1/306/98/3/11	M	P 2006	OFC POLICY & PLANS IPO	194401	195712	345 345
306	- 63	S	0190	FE	1 S	N1/306/98/3/41		P 2006	COUNTRY FILES ICS	194401	195712	353 353
306	- 63	D	0368		12 S	N1/306/98/3/36	M	P 2006	COUNTRY INFO FILES	195701	196012	18 29
306	- 63	E	0791		12 S	N1/306/98/3/39	M	P 2006	COUNTRY FILES ICS	196001	196012	43 54
306	- 64	H	0193		1 S	N1/306/98/3/6		P 2006	SUBJ FILES ICS	195801	195912	46 46
306	- 64	F	0853		2 S	N1/306/98/3/4		P 2006	CORRES FILES ICS	195401	196012	54 55
306	- 64	I	0853		1 S	N1/306/98/3/53		P 2006	CORRES FILES ICS	195601	196212	79 79
306	- 65	G	0175		10 S	N1/306/98/3/40	M	P 2006	COUNTRY FILES ICS	196101	196212	40 49
306	- 65	L	0175		6 S	N1/306/98/3/53	M	P 2006	FIELD CORRES ICS	195601	196212	82 86
306	- 65	M	0175		6 S	N1/306/98/3/18		P 2006	COUNTRY FILES ICS	196001	196312	87 92
306	- 65	F	0175	A	1 S	N1/306/98/3/24		P 2006	ICS	195501	196012	38 38
306	- 65	J	0564		3 S	N1/306/98/3/37		P 2006	AFRICA ADMIN FILES ICS	196001	196212	58 60
306	- 65	M	0564		9 S	N1/306/98/3/56	M	P 2006	BOOK TRANSLA PROGM ICS	194601	196212	69 77
306	- 65	J	1075		22 S	N1/306/98/3/36	M	P 2006	SUBJ FILES ICS	195101	196112	105 126
306	- 66	N	0274		7 S	N1/306/98/3/54		P 2006	BOOK TRANSLA PROGM	194301	195512	73 79
306	- 66	G	1129		13 S	N1/306/98/3/36	M	P 2006	COUNTRY FILES ICS	195901	196212	55 67
306	- 66	L	1129		3 S	N1/306/98/3/37		P 2006	COUNTRY FILES ICS	196301	196312	52 54
306	- 66	F	1129	A	1 S	N1/306/98/3/4		P 2006	SUBJ FILES ICS	195901	196112	51 51
306	- 66	M	1129	A	4 S	N1/306/98/3/51		P 2006	SUBJ FILES ICS	195001	196412	84 87

Bxs 3-5 only

no 47

RC	AV	X	ACN	SUB	COI	S	EX	DISP	SERIES	EDATE	EDATE	EOX	EOX			
306	-	66	C	1129	C	5	S		III-500/561A	P	1986	IGC GEN FILES	194601	196512	22	36
306	-	67	K	0222		2	S		N1/306/98/3/55	P	2006	COUNTRY FILES ICS	194401	196212	90	91
306	-	67	G	0222	A	2	S		N1/306/98/3/38	P	2006	SUBJ FILES IBS	195901	196312	69	70
306	-	67	E	1306		9	S		N1/306/98/3/40 M	P	2006	COUNTRY FILES ICS	196301	196312	22	30
306	-	67	F	1306		4	S		N1/306/98/3/41	P	2006	PROGRAM FILES ICS	196401	196412	31	34
306	-	68	N	1415		9	S		N1/306/98/3/37	P	2006	SUBJ FILES ICS	195901	196412	122	130
306	-	68	P	1415		10	S		N1/306/98/3/18	P	2006	COUNTRY FILES ICS/T	195601	196512	163	172
306	-	68	U	1415		3	S		N1/306/98/3/6	P	2006	REPORT FILES ICS/O	196301	196512	159	161
306	-	68	B	1415	2	1	S		N1/306/98/3/7	P	2006	SUBJ FILE IOP	195801	196612	119	119
306	-	68	O	1415	A	1	S		N1/306/98/3/40	P	2006	SUBJ FILES ICS/CF	196401	196412	139	139
306	-	68	K	4933		7	S		N1/306/98/3/7 M	P	2006	SUBJ FILE/MTG NOTES	195001	196612	105	111
306	-	68	L	4933		18	S		N1/306/98/3/25 M	P	2006	COUNTRY/SUBJ FILES ICS	194601	196512	112	129
306	-	68	M	4933		5	S		N1/306/98/3/45	P	2006	INTERNATIONAL TRADE FAIR	195801	196512	148	152
306	-	68	Q	4933		9	S		N1/306/98/3/52	P	2006	COUNTRY FILES ICS/PA	195501	196612	181	189
306	-	68	L	4933	A	9	S		N1/306/98/3/39 M	P	2006	INFO CNTR FILES ICS	196301	196512	130	138
306	-	68	L	4933	B	4	S		N1/306/98/3/41	P	2006	COUNTRY/SUBJ FILES ICS	194601	196512	139	142
306	-	68	A	6356		8	S		N1/306/98/3/15	P	2006	IMG AGRMTS	195401	196712	1	8
306	-	69	C	3445		7	S		N1/306/98/3/41 M	P	2006	NEAR EAST/LATIN AMERICA	196507	196606	103	109
306	-	69	D	3445		5	S		N1/306/98/3/55	P	2006	AFRIC BOOK PROGM	195701	196612	124	128
306	-	69	E	3445		1	S		N1/306/98/3/20	P	2006	MISC CORRES	196510	196609	131	131
306	-	69	Z	3445	D	2	S		III-500/561E M	P	1994	NELLO TEER CO CASE	196301	196312	135	136
306	-	69	G	6135		4	S		N1/306/98/3/4	P	2006	SUBJ FILES ICS	196601	196612	70	73
306	-	69	J	6135		1	S		N1/306/98/3/44	P	2006	PROJ FILES ICS/EO	195701	196612	84	84
306	-	70	E	4044		5	S		N1/306/98/3/58	P	2006	DONAT BKS PROGM ICS	196201	196712	34	38
306	-	71	E	2101		23	S		III-500/575/1D	P	2003	COUNTRY FILES	196701	196812	14	36
306	-	71	M	2101		1	S		N1/306/98/3/23	P	2006	SUBJ FILES ICS/B	195101	196512	135	135
306	-	71	F	2101	A	30	S		III-500/575/1D	P	2003	COUNTRY FILES	195801	196812	37	66
306	-	72	B	4932		10	C		III-500/575/1D	P	2003	COUNTRY FILES	196801	196912	5	14
306	-	72	E	4932		1	C		N1/306/98/3/23	P	2006	SUBJ FILES ICS	195901	196612	19	19
306	-	72	F	4932		1	C		N1/306/98/3/23	P	2006	SUBJ FILES ICS	196001	196712	20	20
306	-	72	K	4932		5	C		N1/306/98/3/46	P	2006	TRADE FAIR FILES ICS/EO	196601	196812	41	45
306	-	72	B	5121		46	S		III-500/575/1D	P	2003	COUNTRY FILES	195501	196912	33	78
306	-	72	E	5121		78	S		III-500/575/1D	P	2003	COUNTRY FILES	196201	197012	100	177

no 135

no 63

RG	DAF	X	ACNC	REF	VOI	SC	DAU	DC	DISP	SERIES	EDATE	EDATE	FROM	TO
306	- 72	I	5121		30	S	III-500/575/1D	P	2003	COUNTRY FILES	196801	197012	230	259
306	- 72	X	5121		1	S	III-500/575/1D	P	2003	COUNTRY FILE	195300	197112	304	304
306	- 72	B	5121	A	4	S	III-500/575/1A	P	2003	DIRCTR FILES	196201	196812	79	82
306	- 72	M	5121	AB	3	S	N1/306/87/2/6	P	2003	COUNTRY FILE	196101	196912	325	327
306	- 72	B	5121	B	2	S	III-500/575/1D	P	2003	COUNTRY FILES	196801	196912	83	84
306	- 73	-	0025		2	S	III-500/575/1D	P	2003	COUNTRY FILES	196601	196812	1	2
306	- 73	-	0026		6	S	III-500/575/1D	P	2003	COUNTRY FILES	196901	196912	1	6
306	- 73	-	0027		2	S	III-500/575/1D	P	2003	COUNTRY FILES	197001	197012	1	2
306	- 73	-	0029		2	S	III-500/575/1D	P	2003	COUNTRY FILES	197001	197012	1	2
306	- 73	-	0030		3	S	III-500/575/1D	P	2003	COUNTRY FILES	197001	197012	1	3
306	- 73	-	0036		2	S	III-500/575/1D	P	2003	COUNTRY FILES	197001	197012	1	2
306	- 73	-	0037		10	S	III-500/575/1D	P	2003	COUNTRY FILES	196901	197012	1	10
306	- 73	-	0038		2	S	III-500/575/1D	P	2003	COUNTRY FILES	196801	197012	1	2
306	- 73	-	0039		2	S	III-500/575/1D	P	2003	COUNTRY FILES	197001	197012	1	2
306	- 73	-	0040		2	S	III-500/575/1D	P	2003	COUNTRY FILES	197001	197012	1	2
306	- 73	-	0041		2	S	III-500/575/1D	P	2003	COUNTRY FILES	197001	197012	1	2
306	- 73	-	0045		4	S	III-500/575/1D	P	2003	COUNTRY FILES	197001	197012	1	4
306	- 73	-	0046		3	S	III-500/575/1D	P	2003	COUNTRY FILES	197001	197012	1	3
306	- 73	-	0049		1	S	III-500/575/1D	P	2003	COUNTRY FILES	197001	197012	1	1
306	- 73	-	0052		8	S	III-500/575/1D	P	2003	COUNTRY FILES	196801	197012	1	8
306	- 73	-	0055		11	S	III-500/575/1D	P	2003	COUNTRY FILES	196701	197112	1	11
306	- 73	-	0058		2	S	III-500/575/1D	P	2003	COUNTRY FILES	196901	197012	1	2
306	- 73	-	0059		2	S	III-500/575/1D	P	2003	COUNTRY FILES	196901	196912	1	2
306	- 73	-	0061		7	S	III-500/575/1A	P	2003	DIRCTR FILES	196201	196912	1	7
306	- 73	-	0069		8	S	N1/306/98/3/5	P	2006	SUBJ FILES ICS	195901	196812	1	8
306	- 74	-	0022		6	S	III-500/575/1D	P	2003	COUNTRY FILES	195801	196912	1	6
306	- 74	-	0032		1	S	III-500/575/1D	P	2003	COUNTRY FILES	197101	197112	1	1
306	- 74	-	0033		3	S	III-500/575/1D	P	2003	COUNTRY FILES	197101	197112	1	3
306	- 74	-	0034		3	S	III-500/575/1D	P	2003	COUNTRY FILES	197101	197112	1	3
306	- 74	-	0035		6	S	III-500/575/1D	P	2003	COUNTRY FILES	196601	197012	1	6
306	- 74	-	0037		10	S	III-500/575/1D	P	2003	COUNTRY FILES	196601	197012	1	10
306	- 74	-	0038		4	S	III-500/575/1D	P	2003	COUNTRY FILES	197101	197112	1	4
306	- 74	-	0039		4	S	III-500/575/1D	P	2003	COUNTRY FILES	197001	197112	1	4

RC	DATE	ACIN	SUB	VOL	SC	TAG	DC	DIST	SERIES	BDATE	EDATE	BOX	BOX
306	- 74 -	0040		3	S	III-500/575/1D	P	2003	COUNTRY FILES	197101	197112	1	3
306	- 74 -	0041		6	S	III-500/575/1D	P	2003	COUNTRY FILES	197101	197112	1	6
306	- 74 -	0043		2	S	III-500/575/1D	P	2003	COUNTRY FILES	197001	197112	1	2
306	- 74 -	0045		2	S	III-500/575/1D	P	2003	COUNTRY FILES	197001	197112	1	2
306	- 74 -	0046		12	S	III-500/575/1D	P	2003	COUNTRY FILES	197001	197112	1	12
306	- 74 -	0047		3	S	III-500/575/1D	P	2003	COUNTRY FILES	195901	197112	1	3
306	- 74 -	0048		9	S	III-500/575/1D	P	2003	COUNTRY FILES	197001	197012	1	9
306	- 75 -	0019		4	S	N1/306/98/3/4	P	2006	SUBJ FILES ICS	197201	197212	1	4
306	- 75 -	0021		2	S	III-500/575/1D	P	2003	COUNTRY FILES	197101	197212	1	2
306	- 75 -	0022		2	S	III-500/575/1D	P	2003	COUNTRY FILES	197101	197112	1	2
306	- 75 -	0024		4	S	N1/306/98/3/13	P	2006	IMG PROGM ICS	195801	197212	1	4
306	- 75 -	0025		6	S	III-500/575/1D	P	2003	COUNTRY FILES	196901	197012	1	6
306	- 75 -	0027		5	S	III-500/575/1D	P	2003	COUNTRY FILES	197101	197112	1	5
306	- 75 -	0028		4	S	III-500/575/1D	P	2003	COUNTRY FILES	196201	197212	1	4
306	- 75 -	0029		3	S	III-500/575/1A	P	2003	DIRCTR FILES	197001	197112	1	3
306	- 79 -	0014		6	S	III-500/558D	P	2005	INSPECTION REPORTS	197401	197412	1	6
306	- 80 -	0081		6	C	N1/59/90/14/7	P	2003	GENERAL RECORDS	196401	197212	1	6
306	- 84 -	0004		10	S	NC1/306/81/8/1	P	2003	DIRCTR SUBJ FILES	197601	197612	1	10
306	- 87 -	0049		1	S	III-500/571/7M	P	2006	COUNTRY PLANS	197501	197512	1	1
306	- 87 -	0050		1	S	III-500/571/7M	P	2005	COUNTRY PLANS	197401	197412	1	1
<del>306</del>	<del>- 88 -</del>	<del>0116</del>		<del>1</del>	<del>S</del>	<del>III-500/561C1</del>	<del>P</del>	<del>2006</del>	<del>GEN COUNSEL CASE FILE</del>	<del>198301</del>	<del>198412</del>	<del>1</del>	<del>1</del>
<del>306</del>	<del>- 88 -</del>	<del>0117</del>		<del>1</del>	<del>S</del>	<del>III-500/561C1</del>	<del>P</del>	<del>2006</del>	<del>GEN COUNSEL CASE FILE</del>	<del>198401</del>	<del>198512</del>	<del>1</del>	<del>1</del>
306	- 88 -	0128		1	C	N1/306/86/2/2	P	2005	TRANSCRIPT	198001	198012	1	1
306	- 88 -	0129		1	C	N1/306/86/2/2	P	2005	TRANSCRIPT	198101	198112	1	1
<del>306</del>	<del>- 88 -</del>	<del>0130</del>		<del>1</del>	<del>C</del>	<del>N1/306/86/2/2</del>	<del>P</del>	<del>2005</del>	<del>TRANSCRIPT</del>	<del>198201</del>	<del>198212</del>	<del>1</del>	<del>1</del>
<del>306</del>	<del>- 88 -</del>	<del>0131</del>		<del>1</del>	<del>C</del>	<del>N1/306/86/2/2</del>	<del>P</del>	<del>2005</del>	<del>TRANSCRIPT</del>	<del>198301</del>	<del>198312</del>	<del>1</del>	<del>1</del>
<del>306</del>	<del>- 88 -</del>	<del>0132</del>		<del>1</del>	<del>C</del>	<del>N1/306/86/2/2</del>	<del>P</del>	<del>2005</del>	<del>TRANSCRIPT</del>	<del>198401</del>	<del>198412</del>	<del>1</del>	<del>1</del>
<del>306</del>	<del>- 88 -</del>	<del>0137</del>		<del>1</del>	<del>C</del>	<del>N1/306/86/2/4A</del>	<del>P</del>	<del>2006</del>	<del>MEMBERSHIP FILE</del>	<del>198301</del>	<del>198512</del>	<del>1</del>	<del>1</del>
306	- 89 -	0046		1	S	N1/306/88/2/10	P	2003	EXECUTIVE COMTE FILE	197701	197712	1	1
306	- 89 -	0064		1	S	N1/306/88/2/10	P	2003	EXEXECUTIVE COMTEE FILE	197001	197712	1	1
306	- 89 -	0071		3	S	NC1/306/81/8/1	P	2006	DIRCTR SUBJ FILE	197501	197512	1	3
<del>306</del>	<del>- 93 -</del>	<del>0082</del>		<del>1</del>	<del>S</del>	<del>N1/306/88/7/0</del>	<del>P</del>	<del>2005</del>	<del>MAGAZINE HIST FILE</del>	<del>195401</del>	<del>198412</del>	<del>1</del>	<del>1</del>
<del>306</del>	<del>- 95 -</del>	<del>0034</del>		<del>8</del>	<del>S</del>	<del>N1/306/86/2/8</del>	<del>P</del>	<del>2005</del>	<del>COUNTRY FILE</del>	<del>196301</del>	<del>198412</del>	<del>1</del>	<del>8</del>

nc box 2



RG	DATE	ACNO	SUP	VOL	SC	DTAG	AC	DISP	SERIES	EDATE	EDATE	EDOX	EDOX
306	- 95 -	0063		1	T	N1/306/87/7/1	P	2005	GEN LEGAL FILE	194901	198412	1	1
306	- 97 -	0107		2	S	N1/306/87/8/1A	P	2005	PROGM FILE	197801	197812	1	2
306	- 97 -	0123		2	S	N1/306/87/8/1A	P	2005	PROGM FILE	197501	197512	1	2
306	- 97 -	0124		1	S	N1/306/87/8/1A	P	2005	PROGM FILE	197701	197712	1	1
306	- 97 -	0200		1	C	N1/306/88/3/1	P	2005	PROGM SUBJ FILE	197301	197912	1	1
306	- 97 -	0201		1	T	N1/306/88/3/1	P	2005	PROGM SUBJ FILE	196901	197912	1	1
306	- 99 -	0025		1	S	N1/306/95/7/1A	P	2005	GEN LEGAL FILE	197201	198212	1	1

# TRANSMITTAL OF GOVERNMENT RECORDS

**DO NOT USE THIS BOX**

ACCESSION NO.  
**61 A 502** ✓

RECORD GROUP NO.  
**306**

INSTRUCTIONS.—Submit this form to your area GSA regional office. When submitting to GSA region 3 office, Washington, D. C., submit an original and two copies. When submitting to other GSA regional offices, submit an original and one copy only.

1. FROM (Name and address of agency transferring the records)  
**Department of State**

2. AGENCY WHICH CREATED RECORDS (If different than transferring agency)  
**United States Information Agency**

3. AGENCY OFFICIAL AUTHORIZING TRANSFER (Signature)  
*Thomas M. Whitlock*

TITLE  
**USIA Records Management Officer**

DATE  
**5/15/61**

4. CUSTODIAN OF RECORDS IN TRANSFERRING AGENCY (Name, address, and telephone number)  
**Mr. Charles A. Patterson, Rm. 1919 N.S., 21st St. & Va. Ave., N.W.  
Code 182, Ext. 6561.**

5. DESCRIPTION OF RECORDS (With inclusive dates. Use reverse if additional space is required)

Boxes

**1-2** Records relating to the Information Media Guaranty Fiscal Branch (Lot 56-D 86)  
**3-7** General subject files re programs and operations (Lots 56-D 189, 56-D 581)  
**8-137** Records relating to the Information Media Guaranty Fiscal Branch (Lots 57-D 116, 59-D 495, \*59-D 324, 56-D 677, 57-D 218, 57-D 556, 58-D 57, 58-D 135, 58-D 348, 58-D 497, 58-D 600, ~~59-D 600~~, 59-D 149, 59-D 247, 59-D 261, 59-D 356, 59-D 486, 59-D 597, 59-D 598, 60-D 199, 60-D 200, 60-D 201, 60-D 379, 60-D 393 and 60-D 404)

*Disposed of 1/15/65: Dues 40-52; 64-74 (24 cu. ft.)*

**\*Lot contains Confidential material.**

Inclusive dates of records: 1910 - 1959 **1/69**

6. RESTRICTIONS ON USE OF RECORDS (If no restrictions, write "none")  
**Available to officials of other Government agencies and to Non-Government researchers only upon approval of USIA.**

7. ARE THESE RECORDS COVERED BY AN AUTHORIZED DISPOSAL SCHEDULE?

YES (If "yes," identify schedule) **Bxs. 1,2,8-137 (see Pa. 134)**

NO **Bxs. 3-7 Retain indefinitely.**

8. CUBIC FEET OF RECORDS TRANSFERRED  
**137**

9. CUBIC FEET OF RECORDS DISPOSED OF IN AGENCY

10. SQUARE FEET OF SPACE RELEASED

Office	Storage	LOCATION
	<b>48</b>	<b>3rd floor, State Annex 5, 1620 M Street, N.W., Washington, D.C.</b>

11. FILING EQUIPMENT (Enter, where applicable, quantity of each type):

	FILING CABINETS		TRANSFER CASES		OTHER (Specify)
	STEEL	WOOD	STEEL	WOOD	
EMPTIED AND RETAINED AT AGENCY					
RECORDS SHIPPED IN					<b>137 REC boxes</b>
TO BE RETURNED					
CUBIC FEET OF SHELVING EMPTIED AT AGENCY	<b>137</b>				

DO NOT WRITE BELOW THIS LINE

THE ABOVE-DESCRIBED RECORDS WERE RECEIVED **5/22 '61**

SHORTAGES, DAMAGED CONTAINERS, ETC.

Box 10 Confidential 5/13/61

SIGNATURE  
**ALBERT WHIMPEY**

TITLE  
**CHIEF, ACCESSION & DISPOSAL SECTION  
ERC, GSA, BLDG 1, ALEX, VA**

LOCATION IN FEDERAL RECORDS CENTER  
Building **FRANKLIN ST.**  
Floor **775**  
Row **313**  
Section **SECT. 15-18 AND CAGE # 1**

# RECORDS SHELF LIST

FROM (Name and address of agency)

Department of State

RECORD GROUP NO.

306

FRC ACCESSION NO.

61 A 502

AGENCY WHICH CREATED RECORDS

USIA

TOTAL NUMBER OF CONTAINERS

137

DATE PREPARED

May 9, 1961

AGENCY CONTAINER NO.	FRC CONTAINER NO.	DESCRIPTION AND DATE
1	MI/306/98/3/14	Lot 56 D 86 <u>ICS/IMG</u> <u>Unclassified</u> <u>1948-1952</u> (DESTROY DEC. 1963) Motion Picture Projects, 1949-51 Motion Picture Committee & General Subject material.
2		Staff Reports, Committee, Agenda and General Subject Material.
3	MI/306/98/3/16	56 D 189 <u>ICS</u> <u>Unclassified</u> <u>1949-1954</u> Anglophone, Inc. - Pocketbooks on Basic English Readings, General Subject, English Teaching, Foreign Language Texts, Seminars Materials, etc.
4.		General Subjects, Reports and Universities
5.		Books and Radio Courses (by Country)
6	MI/306/98/3/27	Lot 56 D 581 <u>ICS</u> <u>Unclassified</u> <u>1948-1955</u> McCarthy Hearings
7		Overseas Information Program
8		Lot 57 D 116 <u>ICS/IMGFS</u> <u>Unclassified</u> <u>1950-1956</u> (DESTROY DEC. 1967) Exchange Rates; Guaranties to Export-Import Bank; Applications for Transfer; Treasury Dept. Refund of Local Currency; Drafts forwarded for Collection ICA Memos; Journal Vouchers.
9		Lot 59D 495 <u>ICS/IMGFS</u> <u>Unclassified</u> <u>1957-1959</u> (DESTROY DEC. 1970) IMG Documents - Deposits, Vouchers & Schedule of Payments and Exchange Rate Folders: By country A-V, 1957-59
10		Lot 59 D 324 <u>ICS/Img</u> <u>Confidential</u> <u>1949-1957</u> (DESTROY DEC. 1968) American Engineering Date - Weekly Reports for Administration.

APRIL 1959

PRESCRIBED BY GENERAL  
SERVICES ADMINISTRATION

REG. 3-IV-302.00

FROM (Name and address of agency)

## RECORDS SHELF LIST

PAGE 2 OF PAGES

Department of State

RECORD GROUP NO.

306

FRC ACCESSION NO.

61 A 502

AGENCY WHICH CREATED RECORDS

USIA

TOTAL NUMBER OF CONTAINERS

137

DATE PREPARED

May 9, 1961

AGENCY CONTAINER NO.	FRC CONTAINER NO.	DESCRIPTION AND DATE
		<u>Lot 56 D 677 ICS/IMGFS Unclassified 1952-56</u> (DESTROY DEC. 1968) <u>1955-56</u> <del>1952-55</del>
11		Investors - A thru Pra.
12		Investors - Pre. thru W.
13		Foreign Currency Transactions - IMG Funds March 1956- August, 1956 and Monthly Trial Balance April 1954- July, 1955.
14.		Foreign Currency Transactions - Sept. 1, 1954 - March 5, 1956.
15		Foreign Currency Transactions Aug. 1953 - Aug. 1954, and Foreign Currency receipts 1952-1953.
16 - 19		<u>Lot 57 D 218 ICS/IMGFS Unclassified 1955-1956</u> (DESTROY DEC. 1963) Invoices from Investors on closed out contracts.
20-25		<u>Lot 57 D 556 ICS/IMGFS , Unclassified 1955-1956</u> (DESTROY DEC. 1963) Invoices from Investors on Closed out contracts.
26-28		<u>Lot 58 D 57 ICS/IMGFS Unclassified 1955-1956</u> (DESTROY DEC. 1963) Invoices from Investors on Closed Out Contracts.
29-36		<u>Lot 58 D 135 ICS/IMFS Unclassified 1955 -1956</u> (DESTROY DEC. 1963) Invoices on closed out contracts for Henry Snyder Contracts 935 and 1209
30		Contracts 1035
31		Contracts 1035
32		Contracts 1070
33		Contracts 1124 and 1464
34		Contracts 1115

**RECORDS SHELF LIST**

Department of State

RECORD GROUP NO. 306	FRC ACCESSION NO. 61 A 502
AGENCY WHICH CREATED RECORDS USIA	
TOTAL NUMBER OF CONTAINERS 137	DATE PREPARED May 9, 1961

AGENCY CONTAINER NO.	FRC CONTAINER NO.	DESCRIPTION AND DATE
		<u>Lot 58 D 135 continued ICS/IMFS Unclass. 1955-56</u>
35		Invoices on closed out contracts for Henry Snyder & Co Contracts 1115
36		Contracts 1115
		<u>Lot 58 D 348 ICS/IMGFS Unclassified 1955-1956</u> (DESTROY DEC. 1963)
37		Invoices on closed out contracts from Investors. Investors A to D
38		Investors F to L
39		Investors M to Y
		<u>Lot 58 D 498 ICS/IMGFS Unclassified 1956-57</u> (DESTROY DEC. 1964)
40		Invoices on closed out contracts from Investors Contract Numbers 705-873
41		Contract Numbers 874-893
42		Ⓢ " 894-916
43		" " 917 - 935
44		" " 936 - 954
45		" " 955 - 984
46		" " 986 - 1007
47		" " 1008 - 1024
48		" " 1025 - 1037
49		" " 1038 - 1043
		<u>Lot 58 D 600 ICS/IMGFS Unclassified 1955-1957</u> (DESTROY DEC. 1964)
50		Invoices on closed out contracts from Investors Investors A to F

*Disposed of  
11/5/65*

# RECORDS SHELF LIST

FROM (Name and address of agency)

RECORD GROUP NO.  
306

FRC ACCESSION NO.  
61 A 502

Department of State

AGENCY WHICH CREATED RECORDS  
USIA

TOTAL NUMBER OF CONTAINERS  
137

DATE PREPARED  
May 9, 1961

AGENCY CONTAINER NO.	FRC CONTAINER NO.	DESCRIPTION AND DATE
	<i>Disposed of 1/15/65</i>	<del>Lot 58 D 600 contd ICS/IMGFS, Unclass. 1955-1957</del>
51		<del>Investors F to M</del>
52		<del>Investors N to Y</del>
		<u>Lot 59 D 149 ICS/IMGFS Unclassified 1956-1958</u>
53		<i>(DESTROY DEC. 1965)</i> Invoices on closed out contracts Investors A to B
54		Investors B to F
55		Investors F to H
56		Investors H to Herder
57		Investors I to P
58		Investors P to Y
59		<u>Lot 59 D 247 ICS/IMGFS Unclassified 1957-1958</u>
60		<i>(DESTROY DEC. 1965)</i> Invoices on closed out contracts. Investors A to Book Promotions (1890)
61		Investors B (Book Promotions) to Feffer & Simmons (1789)
62	Investors F (Feffer & Simons) to M (McGraw-Hill) 1734	
63	Investors M (McGraw-Hill) to M (Mosby Co. C.V.)	
64	<i>Disposed of 1/15/65</i>	<del>Lot 59 D 261 ICS/IMGFS Unclassified 1955-1957</del>
65		<del><i>(DESTROY DEC. 1964)</i> IMG Closed out Contracts Contracts 707 to 1063</del>
66		<del>Contracts 1064 to 1081</del>
67		<del>Contracts 1082 to 1105 Contracts 1106 to 1117</del>

# RECORDS SHELF LIST

FROM (Name and address of agency)

Department of State

RECORD GROUP NO.

306

FRC ACCESSION NO.

61 A 502

AGENCY WHICH CREATED RECORDS

USIA

TOTAL NUMBER OF CONTAINERS

137

DATE PREPARED

May 9, 1961

AGENCY CONTAINER NO.	FRC CONTAINER NO.	DESCRIPTION AND DATE
		<u>Lot 59 D 261 contd ICS/IMGFS Unclass. 1955-57</u>
68	<i>Disposed of 11/15/65</i>	IMG closed out contracts Contracts 1118 to 1134
69		Contracts 1135 to 1158
70		Contracts 1159 to 1190
71		Contracts 1191 to 1214
72		Contracts 1215 to 1235
73		Contracts 1236 to 1264
74		Contracts 1265 to 1293
		<u>Lot 59 D 356 ICS/IMGFS Unclassified 1952-1959</u> (DESTROY DEC. 1966)
75		Invoices on closed out contracts & IMGFS Corresp. Chrono. files, Register, IMG Documents, & Exchange Rate Folder
		Investors A to Book Exports, LTD.
76		Investors B (Book Exports Ltd) to E (Esquire Inc.)
77		Investors F (Feffer & Simons) to M (McGraw-Hill Book Co.)
78		Investors M (Mosby, C.V) to W (Winston, J. C. Co.) & IMG Journal Sheets
79		IMG/FS Correspondence Chron. Files - Jan. 58 to Dec. 58 & IMG?FS Correspondence Registers - from Jan. to March 1958.
80		IMG/FS - Correspondence Registers from Apr. 1958 to Jan 2nd, 59, and Misc. Country and subject material 1952-58.
		<u>Lot 59 D 486 ICS/IMGFS Unclassified 1957-59</u> (DESTROY DEC. 1970)
81		Invoices on closed out contracts Investors A to Book Exports Ltd (1904 - Folder 2)

**RECORDS SHELF LIST**

Department of State

RECORD GROUP NO.

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FRC ACCESSION NO.

61 A 502

AGENCY WHICH CREATED RECORDS

USIA

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DATE PREPARED

May 9, 1961

AGENCY CONTAINER NO.	FRC CONTAINER NO.	DESCRIPTION AND DATE
		<u>Lot 59 D 486 contd ICS/IMGFS Unclass. 1957-59</u>
82		Investors M (Mathew Bender Inc.) to Princeton University Press (1947)
		<u>Lot 59 D 597 ICS/IMGFS Unclassified 1956-59</u>
83		(DESTROY DEC. 1970) Invoices on closed out contracts Investors Academic Press, Incorp. to McGraw-Hill Book Co.
84		Investors Museum Publications, Incorp. to Year Book Publishing Co.
85		IMG Documents Drafts 1956 thru 1959
86		Refund Letters to Treasury Dept. 1955 thru 1957/ Guaranty - Treasury Dept. refund of Local Currency Book 1 and 2. Requisitions File - Supplies and Equipment 1956- thru 1959.
		<u>59 D 598 ICS/IMGFS Unclassified 1954 - 1959</u>
87		(DESTROY DEC. 1970) IMG closed out contracts Contract No. 835 to 1306
88		" " 1307 to 1332
89		" " 1333 to 1357
90		" " 1358 to 1384
91		" " 1385 to 1415
92		" " 1416 to 1440
93		" " 1441 to 1470
94		" " 1471 to 1494
95		" " 1495 to 1514
96		" " 1515 to 1530



## RECORDS SHELF LIST

FROM (Name and address of agency)

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RECORD GROUP NO.

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FRC ACCESSION NO.

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AGENCY WHICH CREATED RECORDS

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AGENCY CONTAINER NO.	FRC CONTAINER NO.	DESCRIPTION AND DATE
		<u>Lot 59 D 598 contd ICS/IMGFS Unclass. 1954-59</u>
97		IMG closed out contracts Contract No. 1531 to 1559
98		Contract No. 1560 to 1587
99		Contract No. 1588 to 1611
		<u>Lot 60 D 199 ICS/IMGFS Unclassified 1956-59</u>
100		<i>(DESTROY DEC. 1970)</i> IMG Invoices on closed out contracts <del>AK</del> (1650) Acme Code Company, Inc. to 2114 Feffer & Simons, Inc.
101		(2156) Feffer & Simons, Inc. to (2345) Van Viemsdyck Book Service
102		Contract No. 1650, 1757, 2003; 2124; 2155; 2197; 2312; 2402; Feffer & Simons, Inc. (2156) 1- 82.
		<u>Lot 60 D 200 ICS/IMGFS Unclassified 1956-59</u>
103		<i>(DESTROY DEC. 1970)</i> IMG Invoices on Closed Out Contracts (2080) Acme Code Co., Inc. to (2261) Interscience Publishers, Inc.
104		(2243) W. S. Hall & Co., 1-5 to (2243) W. S. Hall & Co., 45---
105		(1923) Lawyers Cooperative Publishing Co. to (1977) A. J. Nystrom Co.
106		(1841) Princeton University Press #1 to (2400) John Wiley & Sons, Inc.,
107		Miscellaneous Items - Deposits 1957 to Viet-Nam Exchange Rates 6/59
		<u>Lot 60 D 201 ICS/IMGFS Unclassified 1955-1959</u>
108		<i>(DESTROY DEC. 1970)</i> IMG closed out Contracts (1297) Feffer & Simons, Inc. to (1630)
109		Contracts 1632 to 1650.

## RECORDS SHELF LIST

FROM (Name and address of agency)

Department of State

RECORD GROUP NO.  
306

FRC ACCESSION NO.  
61 A 502

AGENCY WHICH CREATED RECORDS  
USIA

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DATE PREPARED  
May 9, 1961

AGENCY CONTAINER NO.	FRC CONTAINER NO.	DESCRIPTION AND DATE
		<u>Lot 60 D 201 contd</u> <u>ICS/IMGFS</u> <u>Unclass.</u> <u>1955-59</u>
110		Contracts 1651 to 1671
111		Contracts 1672 to 1694
112		" 1695 to 1710
113		" 1711 to 1733
114		" 1734 to 1744
115		" 1745 to 1755
116		" 1756 to 1772
117		" 1773 to 1788
118		" 1789 to 1806
119		" 1807 to 1827
120		" 1828 to 1847
121		" 1848 to 1869
122		" 1870 to 1885
123		" 1886 to 1899
		<u>Lot 60 D 379</u> <u>ICS/IMGFS</u> <u>Unclass.</u> <u>1957 - 1959</u>
124		<i>(DESTROY DEC. 1970)</i> IMG Invoices on Closed out Contracts; 2364 Academic Press, Inc. to 2229 Book Exports, Ltd.
125		2229 - Book Exports, Ltd. to 1842 Feffer & Simons,
126		2248 Feffer & Simons, Inc. to 2289 W.S. Hall & Co.
127		1699 Harper & Brothers to 2169 Pacific Book & Supply Corp.
128		2169 Pacific Book & Supply Corp., to 2324 John Wiley & Sons, Inc.

**RECORDS SHELF LIST**

FROM (Name and address of agency)

Department of State

RECORD GROUP NO.  
306

FRC ACCESSION NO.  
61 A 502

AGENCY WHICH CREATED RECORDS  
USIA

TOTAL NUMBER OF CONTAINERS  
137

DATE PREPARED  
May 9, 1961

AGENCY CONTAINER NO.	FRC CONTAINER NO.	DESCRIPTION AND DATE
		<u>Lot 60 D 393 ICS/IMGFS Unclassified 1957-59</u> (DESTROY DEC. 1970)
129		IMG Invoices on Closed out Contracts (2367) Affiliated Publishers, Inc. to 2329 Princeton University Press
130		(2409) Princeton University Press to 2474 Winston John C., Co., The
		<u>Lot 60 D 404 ICS/IMG Unclassified 1956-1957</u> (DESTROY DEC. 1968)
131		Contract Nos. 1703 - 1747
132		" 1748 - 1793
133		" 1794 - 1842
134		" 1843 - 1887
135		" 1888 - 1931
136		" 1932 - 1973
137		" 1974 - 2024

STANDARD FORM 135 1961 EDITION FEDERAL SERVICES ADMIN. 3-15-62 2.00		<b>RECEIPT</b> <b>TRANSMITTAL</b>		<b>TO BE COMPLETED AT FEDERAL RECORDS CENTER</b>	
		ACCESSION NO. <b>63 A 190</b>		RECORD GROUP NO. <b>306</b>	
<b>INSTRUCTIONS</b> Send original and two copies to appropriate Federal Records Center. <b>EXCEPTION</b> —Send original and three copies to the Alexandria, Virginia, Center		SIGNATURE <i>/s/ Louis A. Tanguay</i>		DATE RECORDS RECEIVED <i>10/2/62</i>	
		TITLE			
<b>FROM:</b> (Name and address of Agency transferring records)  <b>Department of State</b> <b>21st &amp; Virginia Ave., N.W.</b>			<b>TO:</b> Federal Records Center, GSA  <b>Alexandria, Virginia</b>		
1. CITE SECURITY CLASSIFICATION AND/OR RESTRICTION ON USE OF RECORDS, IF ANY <b>Available to officials of other Federal agencies and non-government researchers only upon approval of the Department of State.</b>					
2. SQUARE FEET OF SPACE CLEARED		3. FILING EQUIPMENT EMPTIED		4. CUBIC FEET OF RECORDS TRANSFERRED	
A. OFFICE <i>684</i>	B. STORAGE	A. FILE CABINETS (No.)	B. TRANS. FILES (No.)	C. SHELVING (Lin. Ft.)	<i>794</i>
5. NAME OF AGENCY CUSTODIAN OF RECORDS <b>Mr. Charles A. Patterson</b>			6. BUILDING AND ROOM NO. <b>State Dept., Rm. 1919</b>		7. TELEPHONE NO. <b>6561</b>
8. MAY THE RECORDS BE DESTROYED AS SCHEDULED WITHOUT FURTHER AGENCY CONCURRENCE? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO					
9. AGENCY OFFICIAL (Signature) <i>Thomas M. Wittstock</i>			10. TITLE <b>Chief of RM - V S / A</b>		11. DATE <i>9/4/62</i>
12. BOX NUMBERS <b>FRC ONLY</b>		13. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES (Show organizational component creating records)		14. DISPOSAL AUTHORITY (Schedule and Item No.)	
1.		Item No. 1 <i>Disposed of 9/18/63: Box 744-753 (10 cu. ft.)</i> <i>Disposed of 10/21/63: Box 677-680;</i> <i>726-735; 750-755 (20 cu. ft.)</i> (Box no. and item no. not used) <i>(See reverse side)</i>			
		Item No. 2 Lot No. 55 D 265 I/R Classified 1953		Retain	
2.		Classified Files of Ben C. Crosby 1953 while he was Chief of the Congressional and Public Information Staff. Gen. Office, inter-office memos, corresp.  A - W 1953 subject file.			
		Item No. 3 Lot No. 56 D 610 I/R Classified 1948-1955		Retain	
3-5.		These files contain material pertaining to the Public Information activities of the Agency. There is included such items as: public mail, letters, VCA publicity appearing in domestic publications, items of VOA effectiveness, testimony before investigation committees.			
		Item No. 4 Lot No. 57 D 493 I/R Classified 1948-1956		Retain	
6.		Directors' Speeches and Feature Items, Clearances of Manuscripts and Speeches, etc. Speeches by other Agency officials.			
LOCATION IN FEDERAL RECORDS CENTER Building <u>1</u> Floor <u>4</u> Sec. <u>2</u> Row <u>4285</u>					

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BOX NUMBERS		DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	DISPOSAL AUTHORITY
FRC ONLY	AGENCY		
295.		IBS/R Asst Prog. Manager (Sanford Marlowe 1959 IBS/RN N.Y. Prog. Center (Ed Goldberger 1959	
296.		IBS/R-Highlights for Director's Mtgs. 1959 IBS/R-Religion 1959	
297.		A. Ethan Frome 1958 Script and fld requests B. Abe Lincoln in Illinois, Gen. Corresp. 1960	
298.		USIA Circulars 1959 BBC Jamming Report Nov.-Dec. 1958	
299.		IBS/RN Near East Div. J.P. Barker 1959 IBS/RN Cairo Program Center Hogan 1959	
300.		IAL - Area Director A. Harkness 1959 Rumanian Service 1959	
301.		Audience Mail Reports Jan. 1958 Competitions Ohio State Awards 1958	
302.		IRI Questionnaire 1959-1960 IBS Servicing Near East Audience Mail Reports Roundups 1956	
303.		A. Operation Alert 1958 Tapes & written material B. Employment Reports (IBS)	
		Item No. 96 Lot No. 53 D 445 ICS Classified 1944-1951	Retain
304-308		Files of Lawrence S. Morris, former Chief of Information Center Service, concerning all phases of the Service's policy, planning and operation.	
		Item No. 97 Lot No. 53 D 457 ICS Unclassified 1950-1951	"
N1 306/98/3/41 → 309.		Near Eastern, South Asian & African Centers files.	
		Item No. 98 N1 306/98/3/38 → Lot No. 54 D 74 ICS Unclassified 1949-1951	"
309 cont.		Files of the North & West Coast Section of the Inter-American Branch of ICS for 1949, 1950 & 1951.	

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BOX NUMBERS		DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	DISPOSAL AUTHORITY
FRC ONLY	AGENCY		
		Item No.99 Lot No.54 D 124 ICS Classified 1946-1949	Retain
310.		Correspondence and cables dealing with book and library programs in occupied areas 1946-1949.	
		Item No.100 Lot No.54 D 181 ICS Unclassified 1945-1953	"
311-317		Compilation of various reports & corresp.(including field & Department corresp.) relating to ICS book operations in Germany & Austria(period covers 1945-1953). Records deal with several phases of ICS activities in carrying out the presentation program, translation program and the library program in Germany and Austria. Sample copies of books, pamphlets, periodicals and photographs used in program.	
		Item No.101 Lot No.54 D 197 ICS Unclassified 1945-1947	"
309.		USIS Libraries Book Procurement.	
		Item No.102 Lot No.54 223 ICS Unclassified 1949-1952	"
318.		Misc. Records.	
		Item No.103 N1/306/48/3/36-7 Lot No.54 D 327 ICS Unclassified 1951-1953	"
318 cont.		European Information Centers files.	
		Item No.104 Lot No.54 D 390 ICS Classified 1945-1952	"
319-322		Primarily records of old Special Services Branch of ILI (now Publications Division of ICS).	
		Item No.105 N1/306/48/3/41 Lot No.54 D 466 ICS Classified 1951-1953	"
323.		Misc. Program Files	
		Item No.106 Lot No.54 D 517 ICS Classified 1951-1954	"
N1/306/48/3/12 M 324-325		Background intelligence reports and evaluation studies on overseas information programs.	

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BOX NUMBERS		DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	DISPOSAL AUTHORITY
FRC ONLY	AGENCY		
		<p>Item No.107  N1/306/48/3/38 Lot No.55 D 172 ICS Classified 1951-1952  327. Country Files Costa Rica - Panama USIS - Information Centers. Binational Cultural Centers.</p>	Retain
		<p>Item No.108  N1/306/48/3/39 Lot No.55 D 283 ICS Classified 1948-1952  328-329 Country and Subject Files</p>	"
		<p>Item No.109  N1/306/48/3/36 Lot No.55 D 294 ICS Unclassified 1949-1953  327. German and Austrian Centers files.</p>	"
		<p>Item No.110  N1/306/48/3/36 Lot No.55 D 325 ICS Classified 1951-1954  330-331 European Information Center files</p>	"
		<p>Item No.111  Temp - N1/306/48/3/31 Lot No.55 D 359 ICS Unclassified 1952-1954  327. Miscellaneous Subjects</p>	"
		<p>Item No.112  Lot No.55 D 421 ICS Unclassified 1944-1954  332. Miscellaneous Subjects.</p>	"
		<p>Item No.113  Lot No.55 D 455 ICS Unclassified 1944-1953  332 cont. Communications to and from the field relating to evidence of effectiveness of the Music Program</p>	"
		<p>Item No.114  N1/306/48/3/16 Lot No.55 D 461 ICS Unclassified 1950-1953  327. Quarterly Reports Unclassified - Activities of field posts report every four quarters of the year.</p>	"
		<p>Item No.115  N1/306/48/3/9 Lot No.55 D 477 ICS Unclassified 1952-1954  333. Colloquium of Islamic culture, Sept. 1953 under auspices of Princeton University and Library of Congress</p>	"

BOX NUMBERS		DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	DISPOSAL AUTHORITY
FRC ONLY	AGENCY		
		Item No. 116 N1/306/98/3/26 Lot No. 55 D 503 ICS Secret 1946-1953	Retain
		334. Misc. Subject.	
		Item No. 117 N1/306/98/3/167 Lot No. 55 D 515 ICS Classified 1948-1950	"
		335. Outgoing and Incoming communications re English Teaching materials, Seminar reports.	
		Item No. 118 N1/306/98/3/417 Lot No. 55 D 571 ICS Unclassified 1950-1953	"
		335. cont. Post Program files	
		Item No. 119 Lot No. 56 D 56 ICS Confidential 1950-1952	"
		336. Records of Binational Center and Information Center Programs in Latin American Countries.	
		Item No. 120 Lot No. 56 D 57 ICS Confidential 1952-1954	"
		336 cont. Records of Operation with Binational Centers and Information Centers in Bolivia, Chile, Colombia, Ecuador, Peru and Venezuela.	
		Item No. 121 N1/306/98/3/167 Lot No. 56 D 159 ICS Classified 1949-1956	"
		337. Misc. Subject Files	
		Item No. 122 Lot No. 56 D 226 ICS Official Use Only 1952-1954	"
		336. Originals and Copies of Despatches, memos, letters and OM's.	
		Item No. 123 N1/306/98/3/417 Lot No. 56 D 357 ICS Secret 1953	"
		339. Program Files for Afghanistan, Ceylon, India, Pakistan and Union of South Africa.	



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BOX NUMBERS		DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	DISPOSAL AUTHORITY
FRC ONLY	AGENCY		
		<p>Item No.124  N1/306/98/3/41 Lot No.56 D 391 ICS Confidential 1952-1955  ↓  338-339 Near East, South Asia and Africa Centers files.</p>	Retain
		<p>Item No.125  N1/306/98/3/2 Lot No.56 D 455 Secret ICS 1951-1954  ↓  340-341 Administration and Miscellaneous files.</p>	"
		<p>Item No.126  N1/306/98/3/35 Lot No.56 D 462 ICS Secret 1949-1955  ↓  342-344 European Information Center Files</p>	"
		<p>Item No.127  Lot No.56 D 732 ICS Confidential 1944-1952  345. Misc. Subject files.</p>	"
		<p>Item No.128  N1/306/98/3/41 Lot No.57 D 35 ICS Unclassified 1950-1954  ↓  345 cont. Area and Country Files</p>	"
		<p>Item No.129  N1/306/98/3/34 Lot No.57 D 52 ICS Confidential 1950-1953  ↓  346. Country and Subject files.</p>	"
		<p>Item No.130  N1/306/98/3/11 Lot No.57 D 54 ICS Classified 1954-1956  ↓  345. Reports on projects from the field Jacob Canter's files "President's Fund" and geographic area files</p>	"
		<p>Item No.131  N1/306/98/3/87 Lot No.57 D 55 ICS Classified 1947-1955  ↓  347-348 Arthur Vogel's files (while he was Chief of the Policy and Planning Staff of the Information Center Service Staff).</p>	"
		<p>Item No.132  N1/306/98/3/38 Lot No.57 D 71 ICS Confidential 1953-1954  ↓  349. Binational and Information Center Programs in Argentina, Brazil and Paraguay.</p>	"

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BOX NUMBERS		DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	DISPOSAL AUTHORITY
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		Item No.133 N1/306/98/3/36 Lot No. 57 D 358 ICS Confidential 1955-1957 ↓ 350. European Information Center Files.	Retain
		Item No.134 N1/306/98/3/38 Lot No. 57 D 359 ICS Confidential 1950-1955 ↓ 351. Files covering USIS, IC and BNC in Latin American Countries.	"
		Item No.135 TEMP N1/306/98/3/30 Lot No. 57 D 371 ICS Unclassified 1950-1956 ↓ 352. Distribution Sheets for Periodicals: Jan. 1951-June 1952 " " " of Pamphlets: June 1953-Dec.1955 United Nations-UNESCO-Pan American Union Fiscal 1953 Periodical Corresp. 1950-1954 Shipping Notices 1955 Europe & Far East	"
		Item No.136 N1/306/98/3/41 Lot No. 57 D 389 ICS Confidential 1951-1956 ↓ 353. Program files for Binational Center Iran 1951-1953; Program Files, Book Orders and Shipment Notices for Information Centers Near East Branch 1954-1955	"
		Item No.137 N1/306/98/3/39 Lot No. 57 D 394 ICS Secret 1950-1955 ↓ 354a Country and Subject Files 354b 354c	Retain
		Item No.138 Lot No. 57 D 409 ICS Confidential 1949-1955 ↓ 355. Special Presentation Projects	"
		Item No.139 Lot No. 57 D 554 ICS Confidential 1955 ↓ 355cont. 1955 Presentation Program Files (Country and Subject)	"
		Item No.140 Lot No. 57 D 675 ICS Confidential 1950-1955 ↓ 355cont. Subject Files	"

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FRC ONLY	AGENCY		
		Item No.141 Lot No.58 D 81 ICS Secret 1952-1957	Retain
356.		Area-Country files relating to Special Presentation projects and the Donations Program.	
		Item No.142 N1/306/48/3/38 Lot No.58 D 262 ICS Confidential 1955	"
357.		USIS General, BNC and Presentation files-Jan.- June 1955	
		Item No.143 N1/306/48/3/38 Lot No.58 D 263 ICS Confidential 1950-1955	"
358.		USIS-General and Presentation, and Information Centers, Reading Rooms and Binational Centers.	
		Item No.144 N1/306/48/3/41 Lot No.58 D 470 ICS Confidential 1956-1957	"
359.		Program and Book Order Files	
		Item No.145 N1/306/48/3/35 Lot No.58 D 479 ICS Secret 1955-1958 ✓	"
360-361		European Inforamtion Center Files	
		Item No.146 N1/306/48/3/37 Lot No.58 D 500 ICS Secret 1953-1956	"
362.		Subject Files	
		Item No.147 Lot No.58 D 512 ICS Unclassified 1953-1957	"
363.		Post and Subject Files	
		Item No.148 Lot No.58 D 623 ICS Unclassified 1955-1957	MOA-III 555.14 ak
364.		List of Contracts with "Miline" Provision Cancelled Contracts Exchange Rates-Europe, Far East& Near East Export-Import - Bank-Fee, Refund, Deposits	
365.		Draft Fwd. for Collection by Country Guaranty Request to X-M Bank for Checks Corresp. Registers	

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BOX NUMBERS		DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	DISPOSAL AUTHORITY
FRC ONLY	AGENCY		
		Item No.149 Lot No.58 D 748 ICS Unclassified 1955-1957	MOA-III 555.14 ak
366-369		Invoices on Closed Out Contracts	
		Item No.150 Lot No.59 D 26 ICS Secret 1952-1957	Retain
363.		Publications Activities Subject Files	
		Item No.151 Lot No.59 D 49 ICS Confidential 1954-1956	"
370.		Subject Files	
		Item No.152 Lot No.59 D 172 ICS Secret 1949-1957	"
370 cont.		American Publishers, Atomic Power for Peace. Subject Files	
		Item No.153 Lot No.59 D 174 ICS Secret 1949-1957	"
371.		Misc. Subject Files	
		Item No.154. Lot No.59 D 184 ICS Unclassified 1955-1956	MOA-III 555.14ak
372-375		Contracts 1200 - 1600	
		Item No.155 Lot No.59 D 288 ICS Secret 1956-1958	"
N1/306/98/3/4/7 376		Near East, South Asia & Africa Program Files for Information Centers & Presentations and Misc.	
		Item No.156 Lot No.59 D 323 ICS Secret 1957	"
N1/306/98/3/39/7 377.		Country and Subject Files	
		Item No.157 Lot No.59 D 362 ICS Confidential 1956-1959	"
N1/306/98/3/36/7 378.		European Information Center Files	

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BOX NUMBERS		DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	DISPOSAL AUTHORITY
FRC ONLY	AGENCY		
		Item No.158 N1/306/98/3/38 <sup>7</sup> Lot No. <u>59 D 388</u> ICS Confidential 1955-1956 379. Binational & Information Center Programs for Latin American Countries	Retain
		Item No.159 N1/306/98/3/38 Lot No. <u>59 D 390</u> ICS Confidential 1955-1957 380. FY-1956-57 files covering Information Center, Binational Center, Presentation and other cultural programs in British West Indies and Surinam, Cuba Dominican Republic, French West Indies, Haiti, Panama, Costa Rica, El Salvador, Guatemala, Honduras, Nicaragua.	"
		Item No.160 N1/306/98/3/38 Lot No. <u>59 D 391</u> ICS Confidential 1955-1957 381. FY-1956-57 files covering Information Center, Binational Center, Presentation and other cultural programs in Bolivia, Chile, Colombia, Ecuador, Peru and Mexico.	"
		Item No.161 Lot No. <u>59 D 413</u> ICS Secret 1952-1956 382. Publications Activities Files (subject) ←	"
		Item No.162 N1/306/98/3/34 Lot No. <u>59 D 458</u> ICS Secret 1951-1956 383. Field Communications	"
		Item No.163 Lot No. <u>59 D 485</u> ICS Secret 1955-1958 384. Publications Activities subject ✓	"
		Item No.164 Lot No. <u>59 D 521</u> ICS Secret 1951-1957 385. Country and subject files	"
		Item No.165 N1/306/98/3/67 Lot No. <u>59 D 588</u> ICS Secret 1953-1955 386. ICS, Area Directors, IGC, IOA, Director's Office Corresp. Jan. 1953-Dec. 1955	"

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BOX NUMBERS		DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	DISPOSAL AUTHORITY
FRC ONLY	AGENCY		
		Item No.166 Lot No.60 D 72 ICS Secret 1957-1959	Retain
387.		Requests and other corresp. received from overseas posts. USIA Corresp. to the field Complete file of data and shipments Jan.1957-Oct.1959	
		Item No.167 Lot No.60 D 79 ICS Secret 1955-1958	"
387 cont.		Publications Activities subject files	
		Item No.168 N1/306/48/3/10 → Lot No.60 D 310 ICS Secret 1954-1957	"
388-389		Cultural Affairs: Such as duties and selection of CAO's, drama, education, English Teaching, President Fund presentations, policy statements.	
		Item No.169 N1/306/48/3/10 → Lot No.60 D 342 ICS Secret 1954-1957	"
390-391		Cultural Affairs: Such as duties and selection of CAO's, drama, education, English Teaching, President Fund presentations, policy statements.	
		Item No.170 N1/306/48/3/10 → Lot No.60 D 372 ICS Secret 1954-1957	"
392.		Cultural Affairs: Such as duties and selection of CAO's, drama, education, English Teaching, President Fund presentations, policy statements.	
		Item No.171 N1/306/48/3/10 → Lot No.60 D 391 ICS Secret 1954-1957	"
393-394		Cultural Affairs: Such as duties and selection of CAO's, Drama, education, English teaching, President Fund presentations, policy statements.	
		Item No.172 N1/306/48/3/28 → Lot No.60 D 435 ICS Unclassified 1956-1959	"
395.	TEMP	Binational Center Grantee Orientaion	
		Item No.173 N1/306/48/3/38 → Lot No.60 D 437 ICS Confidential 1957-1958	"
396-397		1957-1958 files covering Information Center, Binational Centers, Presentation and other cultural programs.	

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BOX NUMBERS		DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	DISPOSAL AUTHORITY
FRC ONLY	AGENCY		
		Item No.174 N1/306/98/3/41 Lot No.60 D 456 ICS Secret 1957-1959	Retain
	398.	Near East, South Asia & Africa Program Files for Information Centers & Presentations.	
		Item No.175 N1/306/98/3/1 Lot No.60 D 509 ICS Secret 1943-1960	"
	399-403.	All of the records are related to the functions & responsibilities of Ralph Block in the service of U.S.Government 1943-1960.	
	404	(Not Used)	
		Item No. 176 N1/306/98/3/39 Lot No.60 D 461 ICS Conf. FY-1958	"
	405-406	Country and subject files	
		Item No.177 Lot No.60 D 537 ICS Unclassified 1956-1958	"
	407.	Material for Binational Centers filed alphabetically according to area and post, Argentina - Peru.	
	408.	Material for Binational Centers filed alphabetically according to area and post, Far East & Near East. File copies of Color Slides & Statues. File copies of Presentation File " " English Teaching Copies of Job Orders Inspection copies for Bro-Dart	
	409.	Material for Information Centers filed alphabetically according to area and post, Argentina - Yugoslavia.	
	410.	Material for Information Centers filed alphabetically according to area and post, Australia - India	
	411.	Material for Information Centers filed alphabetically according to area and post, South Africa - Misc. Posts.	
		Item No.178 N1/306/98/3/38 Lot No.61 D 467 ICS Secret FY-1959	"
		FY-1959 files covering Information Center, Binational Center, Presentation & other cultural programs, for Latin American Branch	
	412.	Argentina, Paraguay, Uruguay and Venezuela	
	413.	Files for Brazil	

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BOX NUMBERS		DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	DISPOSAL AUTHORITY
FRC ONLY	AGENCY		
		Item No.179 Lot No.61 D 315 ICS Secret FY-1959 FY-1959 files covering Information Center, Binational Center, Presentation and other cultural programs for Latin American Branch	Retain
		414. Costa Rica, El Salvador, Guatemala, Honduras, Nicaragua and British West Indies	
		415. Dominican Republic, French West Indies, Haiti, Bolivia, Chile, Colombia	
		416. Peru, Mexico, Ecuador and general corres.	
		Item No.100 Lot No.53 D 338 IFI Confidential 1945-1952	"
		417. Administration, Public Affairs Program and Cultural Affairs Files.	
		Item No.181 Lot No.53 D 449 IFI Secret 1948-1953	"
		418. Various Memo reports and Briefing Books IFI- Mr.Johnstone	
		Item No.182 Lot No.53 D 474 IFI Secret 1949-1953	"
		419. Various folders re "Special Projects" carried out by IFI during 1949-1953	
		Item No.183 Lot No.54 D 287 IFI Confidential 1950-1953	"
		420. Files left by Howard Johnston IFI/G German Information Program.	
		Item No.184 Lot No.55 D 251 IFI Secret 1951-1953	"
		421-422 IFI Administration Records set up by Organizational units and alphabetical thereunder.	
		Item No.185 Lot No.55 D 343 IFI Secret 1947-1954	"
		423-432 Administrative, Economic, Political and Media Material Relating to the USIS Program - by Country and Subject	



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BOX NUMBERS		DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	DISPOSAL AUTHORITY
FRC ONLY	AGENCY		
		Item No.186 Lot No.55 D 428 IFI Secret 1950-1952	Retain
433.		Inactive IFI/E & IFI/F subject files	
		Item No.187 Lot No.55 D 474 IFI Confidential 1952-1953	"
434.		IFIS/E records on Germany and Austria	
		Item No.188 Lot No.55 D 494 IFI Confidential 1952-1953	"
435-436		IFI/E records	
		Item No.189 Lot No.55 D 631 IFI Secret 1951-1952	"
437.		Records on information program for Germany	
		Item No.190 Lot No.55 D 646 IFI Confidential 1951-1953	"
438.		Records on information program for Germany	
		Item No.191 Lot No.56 D 2 IFI Confidential 1951-1953	"
439.		Records on information program for Germany	
		Item No.192 Lot No.56 D 40 IFI Secret 1951-1953	"
440.		Records on information program for Germany	
		Item No.193 Lot No.55 D 555 IGC Confidential 1940-1955	"
441.		Files of certain former Senators and Representatives in the Congress prior to the 84th Congress, 1st Session 1955	
		Item No.194 Lot No.55 D 610 IGC Confidential 1949-1954	"
442-443		Misc. corresp. to and from Senators-dating prior to 1955; also file folders of former Members of Congress and one folder on Earl MacChesney's misc. corresp.	

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BOX NUMBERS		DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	DISPOSAL AUTHORITY
FRC ONLY	AGENCY		
		Item No.195 Lot No.58 D 269 IGC Confidential 1952-1955	Retain
444-448		Files of retired Congressmen and Senators; files re background material for McCarthy Committee Senate Permanent Investigation Sub-Committee 1953-1954 Fulbright Hickenlooper Sub-Committee on Overseas Information Programs of US 1952-1954.	
		Item No.196 Lot No.59 D 298 IGC Confidential 1953-1957	"
449-454		Misc. Files(including areas, committees & media) Files of retired Members of House of Representatives " " " " " Senate	
		Item No.197 Lot No.59 D 596 IGC Confidential 1953-1957	"
455-456		Misc. Subject Files	
		Item No.198 Lot No.60 D 32 IGC Secret 1954-1957	"
457		Alphabetical file on Exceptions to Domestic Circular No.43 A - Z	
		Item No.199 Lot No.55 D 138 IMS Classified 1939-1954	"
458.		Action Pending to Germany (Report of Survey Mission) Government Films to Your World (Film Series) Biographical Data to Misc. IMS Objectives and Recommendations to Report (Personnel and Employment)	
		Item No.200 Lot No.55 D 145 IMS Unclassified 1952-1953	"
459.		Motion Picture Material (booklets) Reports, Statements, etc.,	
		Item No.201 Lot No.55 D 162 IMS Unclassified 1946-1953	"
438.		27 Folders: Edinburgh & Venice Film Festivals 1947-1949: Canne Film Festival 1946-1949. European Trip; 1954 (Andres W. Smith).	

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**RECORDS TRANSMITTAL  
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<b>TO BE COVERED AT FEDERAL RECORDS CENTER</b>	
ACCESSION NO. <b>63 A 368</b>	RECORD GROUP NO. <b>306</b>

**INSTRUCTIONS**  
Send original and two copies to appropriate Federal Records Center.  
**EXCEPTION**—Send original and three copies to the Alexandria, Virginia, Center

SIGNATURE <i>Louis A. Janguay</i>	DATE RECORDS RECEIVED <b>2/28/63</b>
TITLE	

**FROM:** (Name and address of Agency transferring records)  
Department of State  
21st & Va. Ave., N.W.

**TO:** Federal Records Center, GSA  
Alexandria, Virginia

1. CITE SECURITY CLASSIFICATION AND/OR RESTRICTION ON USE OF RECORDS, IF ANY **Available to officials of other Federal agencies and non-government researchers only upon approval of the State Dept.**

2. SQUARE FEET OF SPACE CLEARED		3. FILING EQUIPMENT EMPTIED			4. CUBIC FEET OF RECORDS TRANSFERRED
A. OFFICE	B. STORAGE	A. FILE CABINETS (No.)	B. TRANS. FILES (No.)	C. SHELVING (Lin. Ft.)	
	<b>78</b>	<b>13</b>		<b>88</b>	<b>88</b>

5. NAME OF AGENCY CUSTODIAN OF RECORDS <b>Mr. Charles A. Patterson</b>	6. BUILDING AND ROOM NO. <b>State Dept., Rm. 1919</b>	7. TELEPHONE NO. <b>6561</b>
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8. MAY THE RECORDS BE DESTROYED AS SCHEDULED WITHOUT FURTHER AGENCY CONCURRENCE?  YES  NO

9. AGENCY OFFICIAL (Signature) <i>Thomas A. Block</i>	10. TITLE <b>USIA Records Management Officer</b>	11. DATE <b>Jan. 7, 1963</b>
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12. BOX NUMBERS	13. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES (Show organizational component creating records)	14. DISPOSAL AUTHORITY (Schedule and Item No.)
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FRC ONLY	AGENCY	DESCRIPTION OF RECORDS WITH INCLUSIVE DATES (Show organizational component creating records)	DISPOSAL AUTHORITY (Schedule and Item No.)
		<b>Item No.1</b>	
		<b>Lot No.54 D 55 I/R Unclassified 1951-1953</b>	<b>Retain</b>
<b>1.</b>		<b>USIE and IIA Newsletters</b>	
		<b>Lot No.58 D 141 IMS/A Unclassified 1954</b>	<b>Retain</b>
<b>1. cont.</b>		<b>Country Files</b>	
		<b>Lot No. 54 D 137 IOP/D <u>Classified</u> 1949-1953</b>	<b>Retain</b>
<b>1 cont.</b>		<b>Records of Ralph Block who was the Director of P/POL from 1949 to 1953. The records are those from his office and have to do with the foreign information guidance which this office furnished to the Department of State.</b>	
		<b>Lot No.59 D 475 IPS/EL Secret 1952-1956</b>	<b>Retain</b>
<b>1 cont.</b>		<b>Latin America country files of general correspondence.</b>	
		<b>Item No.2</b>	
		<b>Lot No.62 D 328 I/S Secret 1951-1956</b>	<b>Retain</b>
<b>2.</b>		<b>Records maintained by the Off. of the Director</b>	
		<b>Miscellaneous folders 1951, 1952, 1953, Reports - 1953, 1954</b>	
<b>3.</b>		<b>General files - 1954</b>	
<b>4.</b>		<b>General files - 1955 from Administration through Policy and Programs</b>	

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BOX NUMBERS		DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	DISPOSAL AUTHORITY
FRC ONLY	AGENCY		
	5.	General files - 1955 from Private Enterprise Cooperation through Security	
	6.	General files - 1956 from Administration through Public Information - Special Activities	
	7.	General files - 1956 from Public Information - Alphabetical file through Security	
		Item No.3 Lot No.62 D 189 IAN Secret 1953-1962	Retain
	8.	Cut-off upper portions of messages, to and from the field, for the following countries: Pakistan, India, Ceylon, Afghanistan, Nepal; Syrian Arab Republic, Kuwait, United Arab Republic, Lebanon, Israel, Yemen, Aden, Saudi Arabia, Iraq, Jordan, and the Near East Countries.	
		Item No.4 Lot No.62 D 190 IAN Secret 1956-1959	Retain
	9.	South Asia files of the desk officers for Ceylon, Nepal, Pakistan, India and Afghanistan, including official-informal letters to and from the PAO; action telegrams and despatches received; outgoing telegrams and pouch messages originating in South Asia office.	
		Item No.5 Lot No.62 D 202 IAN Secret 1957-1960	Retain
	10-11	Action files of the Assistant Director, including official communications as well as official-informal letters to PAOs in the Near East and South Asia. Strips of SECRET and CONFIDENTIAL official communications, Area Program Coordinator memoranda and official communications (action messages to and from the field).	
		Item No.6 Lot No.62 D 229 IBS/RC Unclassified 1955-1962	Retain
	12-13	Correspondence in reference to Script Coordinator's functions.	
		Item No.7 Lot No.60 D 554 IBS/RL Unclassified 1960	Retain
	14.	Tapes of Radio Station WRUL-New York	

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BOX NUMBERS		DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	DISPOSAL AUTHORITY
FRC ONLY	AGENCY		
		Item No.8 Lot No.61 D 148 ICS/M Unclassified 1959-1960 IMG Invoices on Closed Out Contracts	MOA-III 555.14 ak
	15.	2499 Academic Press, Inc. to 2548 Curtis Circulation Co.	
	16.	2497 Doubleday & Co., Inc. to 2593 Prentice-Hall, Inc.	
	17.	2740 J. B. Lippincott Co. to 2807 World Book Co.	
		Item No.9 Lot No.60 D 483 ICS/CE Confidential 1957-1959 European Information Center Files	Retain
	18.	FY-58 Administration and Program Services Files for Austria thru Finland (Administration).	
	19.	FY-58 Administration and Program Services Files for Finland (Cultural Cooperation) thru France.	
	20.	FY-58 Administration and Program Services Files for Germany.	
	21.	FY-58 Administration and Program Services Files for Great Britain thru Italy (Information General).	
	22.	FY-58 Administration and Program Services Files for Italy (Educational Exchange) thru Portugal.	
	23.	FY-58 Administration and Program Services Files for Spain thru Yugoslavia.	
		Item No.10 Lot No.62 D 258 ICS/RN Confidential 1959-1960 Information Center & Presentation Program Files and Book Orders for the Near East and South Asia	Retain
	24.	Program Files for Cyprus, Greece, Iran, Iraq, Israel, Jordan FY 1960	
	25.	Program Files for Lebanon, Saudia Arabia, Syria, Turkey, U.A.R. FY 1960	
	26.	Program Files for Afghanistan, Ceylon, India (Bombay) FY 1960	
	27.	Program Files for India (Calcutta), India (Madras) FY 1960	
	28.	Program Files for India (New Delhi), Nepal FY 1960	

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BOX NUMBERS		DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	DISPOSAL AUTHORITY
FRC ONLY	AGENCY		
4	L	29. Program Files for Pakistan FY 1960	
		30. Book Orders for Amman - Hyderabad FY 1960	
		31. Book Orders for Istanbul - Trivandrum FY 1960	
		Item No.11 Lot No.62 D 383 IMS Secret 1948-1955 Contains mostly research studies for motion picture activities	Retain
		32. Misc. Subjects, Reports, etc.	
		33. Bureau of Applied Social Research, Columbia Univ. 1953-studies	
		34. University of North Carolina studies 1948-1953	
		35. USIA Film Program files - from 1950-54	
		36. Studies, etc. 1951 thru 1955	
		37. Evaluations, etc. 1950 - 1955	
		Item No.12 Lot No.58 D 141 IMS/A Unclassified 1954 See Item 1	Retain
		Item No.13 Lot No.62 D 327 IOA/I Secret 1958-1962	Retain
		38. Inspection Reports - Aden thru Germany	
		39. Inspection Reports - Ghana thru Morocco	
		40. Inspection Reports - Netherlands thru Yugoslavia	
		41. IOA/I Correspondence - 1958-1962	
		Item No.14 Lot No.62 D 185 IOA/T Confidential 1957-1958 Files on the foreign employees of the U.S. Information Agency in its offices around the world, who were selected for a program of orientation, the employees returned to their respective posts.	Retain
		42. Local Employee Orientation Program Groups Nos.58-1, 58-2, and 58-3, 7/15/57-3/3/58	
		43. Groups Nos. 58-4, 58-5, and 58-6, 5/22/57-7/11/58	

BX-38-41  
Disposal

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BOX NUMBERS		DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	DISPOSAL AUTHORITY
FRC ONLY	AGENCY		
		<p>Item No.15 Lot No.60 D 475 IOA/SO Confidential 1957-1958</p> <p>43 cont. Accident Reports at all USIS posts overseas.</p>	Retain
		<p>Item No.16 Lot No.62 D 90 IOP Secret 1955-1962 IOP Budget Themes, Conference Files, Committee Files, Think Mgt Files, White House Report Files, and President Eisenhower's Wrapup files re his trips to L/A, USSR - Japan &amp; Korea. Telegram Tops - 1955-1962</p> <p>44. IOP/C - IOP/LM Miscellaneous Correspondence</p> <p>45. Miscellaneous Subject Material</p> <p>46. IOP/D-Telegram Tops (1958-1961); IOP/L-Telegram Tops (1958-1961); IOP/Pauker Telegram Tops (1961-1962)</p> <p>47. IOP/LM - Telegram Tops (1954-1961) IOP/Pauker Telegram Tops (Sept.61-Jan.62) IOP/L &amp; D Telegram Tops (1957-1961)</p>	Retain
		<p>Item No.17 Lot No.62 D 161 IOP Secret 1955-1962 People's Capitalism Files OCB Files (Soviet Economic Challenge Comm., Trade Fair Comm., etc. Trade Fair Program Files IOP/E Telegram Tops (Sept. 1961 thru March 1962)</p> <p>48. Peoples Capitalism - Files and Shows (By Country)</p> <p>49. <u>OCB</u>: Cultural Presentations Program (1959-1961) General (1955-1961) Soviet Economic Challenge Committee(1958-1960) Trade Fair Committee (1955-1959) <u>Trade Fair Program</u>: Presidents's Fund Legislation (1955-1956) Trade Missions (1959-1960) Public Law 860 (1956-1958) IOP/E Telegram Tops (Sept.1961 through March 1962)</p>	Retain
		<p>Item No. 18 Lot No.54 D 137 IOP/D Classified 1949-1953 See Item 1</p>	Retain

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BOX NUMBERS		DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	DISPOSAL AUTHORITY
FRC ONLY	AGENCY		
50-51		<p>Item No.19 Lot No.54 D 140 IPS/E Classified 1943-1952 History of AMERIKA magazine</p> <p>Item No.20 Lot No.62 D 264 IPS/EE Official Use Only 1957-1961 Record copy of material sent to European posts from the Press Sec. via Army Signals Corps Channels (referred to as Signals Corps material). Also contains machine and hard copies of the SEF, EUF and Ottawa wireless files. Operations memorandums and signals corps messages and outgoing signals corps messages and transmittal sheets relating to field requests.</p> <p>52. SEF hard copy - 7/29/61 - 3/28/61</p> <p>53. Signal corps material - 9/1/60 thru 10/17/60</p> <p>54. Signals Corps material -7/1/60 thru 8/2/60</p> <p>55. EUF machine copy - Jan, Feb., March, April, May 1960</p> <p>56. Ottawa machine copy - Jan 3, 1961-July 11, 1961</p> <p>57. Signals Corps material - Nov.-Dec., 1961</p> <p>58. Signals Corps material - Sept.-Oct., 1961</p> <p>59. Field Requests - 1957</p> <p>60. Field Requests - 1957</p>	<p>Retain</p> <p>MOA III 555.15a</p>
		<p>Item No.21 Lot No.50 D 475 IPS/EL Secret 1952-1956 See Item 1</p>	<p>Retain</p>
61-67		<p>Item No.22 Lot No.55 D 451 IRI/R Classified 1951-1953 Radio Survey conducted by T. L. Barnard and A. A. Micocci General Office Files - A.A. Micocci - January through September 1953 General Office Files - Sanford Marlowe and Edward N. Mayer - 1952 IBS Purchase order vendor files (for IBS Evaluation)</p>	<p>Retain</p>



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BOX NUMBERS		DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	DISPOSAL AUTHORITY
FRC ONLY	AGENCY		
		Item No.23 Lot No.56 D 257 IRI/R Classified 1951-1954	Retain
68-71		IEV Evaluation Files (General office & administrative)	
72-73		Field Evaluation (Brazil, Germany, Greece, Hong Kong, India, Italy, Philippines, Austria) IAA and IAE Area Correspondence.	
74-75		IAF, IFI/G, and Soviet Area Files; Replies from Field re Information on Evaluation Surveys; Field Reports; IBS Correspondence.	
76		ICS, IES, IMS, IPS, ICO Correspondence files & OIR Relations with USIA.	
77-79		OIR Correspondence; Contracts files with outside organizations; and James R. Thayer's files from CPI.	
		Item No.24 Lot No.61 D 219 IRI/PD Secret 1958	Retain
80.		Agencies files copy of NIE's and SNIE's. NIE 10-58 through SNIE 100-13-58.	
		Item No.25 Lot No.62 D 188 IRS/D Secret 1955-1961	Retain
81-82		Accountability and distribution records of classified material.	
		Item No.26 Lot No.62 D 178 IRS/S Secret 1956-1960 Administrative and subject files, reports and RAMAC Correspondence.	Retain
83.		Administrative and subject files with one folder containing correspondence from 1956 thru 1959.	
84.		Masters and extra copies of reports, 1957-1960.	
85.		RAMAC correspondence, questions, master category lists, 1959.	
		Item No.27 Lot No.62 D 179 IRS/S Secret 1954-1962 Destruction log records and classified material receipts.	Retain
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FRC ONLY	AGENCY		
	86.	IRS/AN and IRS/AA Log Records, January 1954 through January 1962. IRS Log Records, 1954 through 1961.	
	87.	IRS/AN and IRS/AA Log Records, February 1962 through May 4, 1962.	
	88.	IRS/S Log Records, 1957 through 1961.	

STANDARD FORM 135 JULY 1961 EDITION GENERAL SERVICES ADMIN. REG. 3-IV-302.00	<b>RECORDS TRANSMITTAL AND RECEIPT</b>	<b>TO BE COMPLETED AT FEDERAL RECORDS CENTER</b>	
		ACCESSION NO. <b>63 A 791</b>	RECORD GROUP NO. <b>306</b>
<b>INSTRUCTIONS</b> Send original and two copies to appropriate Federal Records Center. <b>EXCEPTION</b> —Send original and three copies to the Alexandria, Virginia, Center		SIGNATURE <i>Louis A. Targuay</i>	DATE RECORDS RECEIVED <b>5/28/63</b>
FROM: (Name and address of Agency transferring records) Department of State 21st & Va. Ave., N.W.		<b>CHIEF, ACCESSION &amp; DISPOSAL SECTION</b> FRC, GSA, BLDG. 1, ALEX., VA. Alexandria, Virginia	

1. CITE SECURITY CLASSIFICATION AND/OR RESTRICTION ON USE OF RECORDS, IF ANY **Available to officials of other Federal agencies and non-government researchers only upon approval of the U.S. Information Agency.**

2. SQUARE FEET OF SPACE CLEARED		3. FILING EQUIPMENT EMPTIED			4. CUBIC FEET OF RECORDS TRANSFERRED
A. OFFICE	B. STORAGE <b>3684</b>	A. FILE CABINETS (No.) <b>14</b>	B. TRANS. FILES (No.)	C. SHELVING (Lin. Ft.) <b>97</b>	<b>97</b>
5. NAME OF AGENCY CUSTODIAN OF RECORDS <b>Mr. Charles A. Patterson</b>			6. BUILDING AND ROOM NO. <b>State Dept., Rm. 1919</b>	7. TELEPHONE NO. <b>6561</b>	

8. MAY THE RECORDS BE DESTROYED AS SCHEDULED WITHOUT FURTHER AGENCY CONCURRENCE?  YES  NO

9. AGENCY OFFICIAL (Signature) <i>Thomas M. Wittstock</i>	10. TITLE <b>USIA Records Management Officer</b>	11. DATE <b>May 20, 1963</b>
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12. BOX NUMBERS <b>FRC ONLY</b>	13. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES (Show organizational component creating records)	14. DISPOSAL AUTHORITY (Schedule and Item No.)
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	Item No. 1 Lot No. 61 D 379 <b>(IAE)</b> Secret 1958 Subject files for Yugoslavia	Retain
1.	Alphabetical from Administration to Zagreb; Letters, Memos, all Media	
2.	Alphabetical from Artukovic to Tito	
3.	Alphabetical from Town Affiliation to USOM also Yugo. Service Program 1958 Yugo. Country Plan	
	Item No. 2 Lot No. 61 D 419 <b>(IAE)</b> Secret 1957-1958 Subject files for Poland	Retain
4.	(pick labels) Alphabetical from Administrative Matters through Exhibits	
5.	(pink labels) Alphabetical from Film Program through Wireless File	
6.	(blue labels) Alphabetical from Administration through Policy	
7.	(blue labels) Alphabetical from Political through Weekas	

LOCATION IN FEDERAL RECORDS CENTER  
 Building **#1**  
 Floor **4** Sec **3** Row **4024**

**LOWE**  
 THESE RECORDS ARE STORED IN  
 BLDG. 1, ALEXANDRIA, VA.  
 TEL. NO. CODE 1253, EXT. 163

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BOX NUMBERS		DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	DISPOSAL AUTHORITY
FRC ONLY	AGENCY		
		Item No. 3 Lot No. 62 D 338 (IAE) Secret 1959-1960 Yugoslav Country Files	Retain
	8.	"Actions In" to IBS (1959)	
	9.	ICA to Zagreb (BPAO) (1959)	
	10.	"Actions In" to IBS (1960)	
	11.	ICA to Zagreb (BPAO) (1960)	
		Item No. 4 ✓ Lot No. 61 D 442 (IAE/E) Secret 1958-1960 General Alphabetical files dealing with USSR affairs and EE (Eastern European) General and ORBIT Files.	Retain
	12.	(1958) USSR: 2. Books etc. thru 15. people-to- people. USSR: 1. Economic thru 2.6 political- United Nations	
	13.	USSR: 3. Propaganda thru 6. USSR Magazine. USSR: 1 Administrative Matters thru 4.3 Audience Literature. EE General: Administrative thru Latvia	
	14.	EE-General: Political thru SPO-Correspondence ORBIT-USIS: Administrative Matters thru Wireless File. (1959) USSR: 1. Embassy Reports thru 4.3 Audience Literature	
	15.	USSR: 2. Books etc. thru 12.7 East-West Contacts- Radio and TV	
	16.	USSR: 12.8 East-West Contacts-Non-U.S. thru 15. People-to-People. USSR: 1. Economic thru 3.7 Propaganda-Media; Radio, press, etc.	
	17.	USSR: 4. Military thru 6. USSR Magazine. USSR: 1. Administrative Matters thru 10. Negotiations. EE-General: Administrative thru VOA	
	18.	ORBIT-USIS: Comprehensive Reports thru Wireless File. (1960) ORBIT-USIS: Administrative thru Wireless File. EE-General: Administrative thru VOA	

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BOX NUMBERS		DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	DISPOSAL AUTHORITY
FRC ONLY	AGENCY		
		Item No. 5 Lot No. 63 D 15 IBS/R Secret 1957-1960 Director's Files	Retain
19.		Speech File-Gordan Ewing - 1957 Latin America Division - General - 1957	
20.		Relocation - Operation Alert - 1957 Schramam Reports - Minutes, etc - 1958	
21.		Munich Program Center - O. Stephens - 1957 European Division - Satellites - 1959	
22.		Ewing - Speeches - 1958 European Division - Russia - 1958	
23.		European Division - Satellites 1958 IRI - Office of Research & Intelligence - 1958	
24.		English Reception - 1958 Congressional Committees (BAC) - 1958	
25.		Reports & Minutes (Director's Staff Meetings) 1958 Individual Correspondence - 1958	
26.		IOS - Security IBS - Executive Board - 1960	
27.		Non-USIA Agencies -(STATE) - 1960 IOP - Office of Plans (USIA) - 1960	
28.		Near East General - 1960 IOA/P - Personnel (Including IBS) - 1960	
29.		IBS/RN - Near East Division (Africa)-1959 IRI - Office of Research & Analysis - 1959	
30.		IBS - Mosley Travel - 1960 IBS/R - Latin America (Cuba) Project Allegation 1960	
31.		I/R - Public Information - General - 1959 Individual Correspondence (XYZ)	
32.		IBS/A - Administrative Office - 1959 IBS/RN - General - 1959	

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BOX NUMBERS		DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	DISPOSAL AUTHORITY
FRC ONLY	AGENCY		
		Item No. 6 Lot No. 63 D 111 IBS/R Secret 1958-1959 Records and files of the IBS Policy Office	Retain
33.		Early Guidance Notes, January - March, 1959 News Policy Notes, November-December, 1959	
34.		Daily IOP Meeting Notes, Oct.-Nov.-Dec., 1959 European Div. Memos, July-Sept., 1958	
35.		European Div. Memos, Oct.-December, 1958 Early Guidance Notes, October-Dec., 1958	
		Item No. 7 Lot No. 61 D 421 IBS/ET Unclass. 1957-1959 Work Orders, Requisitions, Misc. Corresp., and Open End Contracts	MOAIII, 555.3dIC
36.		Work Orders (all stations & Washington)	
37.		Requisitions (Washington, Munich, Salonika)	
38.		Requisitions (Salonika, Tangier, Manila, Courier)	
39.		Requisitions (Honolulu, Okinawa, Philippines)	
40.		Misc. Correspondence: Reading File, Chron In-Out File, Central Distribution, Misc. Packing List, Subscription & Publications and MIR's	
41.		Misc. Correspondence: Monthly Reports, IA-353 (SFS), Tube Files & Open End Contracts	
		Item No. 8 Lot No. 62 D 89 IBS/RA Secret 1958-1959	Retain
42.		Post Correspondence A to Z	
		Item No. 9 Lot No. 62 D 390 ICS/CF Secret 1960 Country and Subject files for Far East Posts	Retain
43.		Country Folders - Djakarta, Indonesia, Phnom Penh, Cambodia	
44.		Country Folders - Saigon, Viet-Nam, Vientiane, Laos	
45.		Country Folders - SHIPMENT NOTICE FOLDERS (only) Indonesia, Viet-Nam, Cambodia, Laos	

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- 46. Country Folders - Kuala Lumpur, Malaya, Penang, Malaya
- 47. Bangkok, Thailand, Singapore
- 48. Country Folders- Taipei, Taiwan, Hong Kong
- 49. Country Folders - Sydney, Australia, Wellington, New Zealand
- 50. Country Folders - Tokyo, Japan
- 51. Country Folders - Seoul, Korea
- 52. Country Folders - Rangoon, Burma, Manila, Philippines
- 53. Binational Center Folders - Rangoon, Burma  
Bangkok, Thailand(BNC); Saigon, Viet-Nam(BNC)  
Djakarta, Indonesia(BNC); Vientiane, Laos(BNC)  
Phnom Penh, Cambodia (BNC)
- 54. Central Files - Folders:  
Debriefing & Training Memoranda  
Department of State Communications  
USIA Staff Announcements  
Correspondence, Letters & Memo- Compld Action  
Multiple Branch Orders  
Information General  
IRI Reports  
ICS Monthly Progress Reports
- Item No. 10  
Lot No. 62 D 162 ICS/M Confidential 1957-1958 MOA III 555.3dIC  
Inactive IMG Contracts
- 55. Academic Press Inc. thru Avon Book Sales Corp.
- 56. Baher, Voorhis & Co. Inc. thru Curtis Publ. Co.
- 57. Curtis Circulation Co. thru The Grolier Society Inc.
- 58. S. Goldman-Otzar Haseferim Inc. thru J.B. Lippincott Co.
- 59. J.B. Lippincott Co. thru New York Graphic Society
- 60. New York Herald Tribune Inc. thru Rand McNally and Co.
- 61. Reader's Digest Asso., Inc. thru Time, Inc.

N1/306/98/40

STANDARD FORM 135-A JULY 1961 EDITION GENERAL SERVICES ADMIN. REG. 3-IV-302.00		RECORDS TRANSMITTAL AND RECEIPT (CONTINUATION)	AGENCY Department of State	DATE May 20, 1963
BOX NUMBERS		DESCRIPTION OF RECORDS WITH INCLUSIVE DATES		DISPOSAL AUTHORITY
FRC ONLY	AGENCY			
62.		Time, Inc. thru Year Book Publishers, Inc. Item No. 11 Lot No. 60 D 549 IOA/B Secret 1956-1958 Official record copies of communications - between field and Wash. used as basis and background for country budgets.		MOA III 555.4 a&b
63.		Country Files - Australia, Burma, Cambodia, Hong Kong, Indonesia, Japan, Korea, Laos, Malaya, New Zealand, Philippines, Singapore, Taiwan, Thailand, Viet-Nam, General		
64.		Country Budgets - Australia, Burma, Cambodia, Hong Kong, Indonesia, Japan, Korea, Laos, Malaya, New Zealand, Philippines, Singapore (FY 58 only), Taiwan, Thailand, Viet-Nam		
65.		Administrative Support Files - Motion Picture File - Chronological File (Outgoing Messages) Item No. 12 Lot No. 63 D 29 IOA/M Secret 1952-1960		Retain
66.		GER Reorganization - 1952 ✓ Pakistan Buildup - 1955 Reporting Calls Cleared & Not Cleared 1955-1959 1960 Assessment Reports filed Item No. 13 Lot No. 63 D 12 IOA/T Confidential 1959-1960 Files on the foreign employees of the U.S. Information Agency in its offices around the world, who were selected for a program of orientation in the U.S. Upon completion of this orientation, the employees returned to their respective posts. Groups Nos. 59-1 through 59-6, fiscal year 1959, and Groups Nos. 60-1 through 60-3, fiscal year 1960.		Retain
67.		Groups Nos. 59-1, and 59-2		
68.		Groups Nos. 59-3, and 59-4		
69.		Groups Nos. 59-5, 59-6, and 60-1		
70.		Groups Nos. 60-2 and 60-3		



STANDARD FORM 135-A JULY 1961 EDITION GENERAL SERVICES ADMIN. REG. 3-IV-302.00		RECORDS TRANSMITTAL AND RECEIPT (CONTINUATION)	AGENCY Department of State	DATE May 20, 1963
BOX NUMBERS		DESCRIPTION OF RECORDS WITH INCLUSIVE DATES		DISPOSAL AUTHORITY
FRC ONLY	AGENCY			
71.		Item No. 14 Lot No. 61 D 170 IOA/BE Secret 1957-1958 Country Budgets - European Area		MOA III 555.4b
72.		Item No. 15 Lot No. 63 D 16 IOA/PC Unclassified Domestic & Foreign Position Descriptions Prior to 1956 A - Japan		MOA III 555.2 (c)
73.		Japan - Singapore; Argentina- Cuba		
74.		D - Nigeria		
75.		P - Union of South Africa; Austria - Greece		
76.		GS-010-11 thru GS-201-4		
77.		GS-201-13 thru GS-341-7 (NY)		
78.		GS-375-3 (NY) thru CPC-600		
79.		CPC-200 thru GS-590-3		
80.		GS-1102 - 2020		
81-82		Item No. 16 Lot No. 61 D 254 IOP Secret 1952-1960 Infoguide Bulletins; Master copies of outgoing communications; Information copies of telegrams re Disarmament & Nuclear Tests; Record copies of messages re Atomic Energy; Atoms for Peace" material; Misc. files re Communist Affairs.		Retain
83.		Item No. 17 Lot No. 62 D 239 IOP Secret 1951-1962 IOP - USIS Defense Liaison Files OCB - OCB Operations Plans Community Relations Working Group (General) German & French Comm. Rel. Working Comm. Reports U.S. Military Community Rels. Reports (Europe) U.S. Military Community Rels. (General)		Retain
84.		POWs ; Defense-USIA Relations 1953-58 Military Assistance-Pub. Aff. 1956 Troop Accept. Prog. (Japan, Korea, N. Africa, Philippines, Spain, Taiwan, Turkey & Vietnam Area files (Africa)		

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REG. 3-IV-302.00

**RECORDS TRANSMITTAL  
AND RECEIPT  
(CONTINUATION)**

AGENCY  
Department of State

DATE  
May 20, 1963

BOX NUMBERS		DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	DISPOSAL AUTHORITY
FRC ONLY	AGENCY		
	85.	Permanent Record Files; U.S. Army Band Tours; Defense directives & guidances; Infoguides; Basic Guidance Papers; Dept. of Def. Guidances; Nat. War College Defense Strategy Seminar 1960; Cold War - Military Activities; Foreign Correspondents.	
	86.	Command Relationship Agreement Between DOD & USIA; AFRTS; Military Bases; Missile Bases; Defense - USIA Coordinating Problems; Chemical & Biological Warfare; MAAQ Bases; Television - U.S. Military; Air Force (Gen)	
	87.	Air Force Bases; Air Force - Media; Air Force - Upcoming Events; Air Force Projects	
	88.	One copy of the latest Operations Coordinating Board's operating plans and reports covering countries and areas of the world.	
	89.	SEATO; Training; Thule Trip; UN; NATO; Misc. Conferences, Fairs and Projects.	
	90.	Naval War College; Foreign Policy backgrounders; U.S. Naval Exercises & Projects; COMSOLANT (Solant Amity); Polaris - ITV Special Projects.	
		Item No. 18 Lot No. 62 D 393 IPS/EE Unclassified 1961 The boxes contain the original material used in preparing the European Wireless file, known as the hard copy.	MOA III555.15a
	<del>91.</del>	<del>European Wireless File (EUF) - Jan., Feb., Mar.,</del>	
	<del>92.</del>	<del>" " " " - April, May</del>	
	<del>93.</del>	<del>EUF-June 1961 - Special East European File (SEF)- Oct., Nov., Dec., 1961</del>	
		Item No. 19 Lot No. 60 D 552 IRI Secret 1953-1957	Retain
	94.	Files contain the original recommendations & proposals for the estab. of a formal intelligence organization in the USIA, and for gaining admission to the Intelligence Advisory Comm. (IAC) and an explanation of our part in the IAC. They contain some of the earliest contacts between USIA & CIA and should be made permanent records since there is a possibility they may have to be referred to at a future date.	

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REG. 3-IV-302.00

**RECORDS TRANSMITTAL  
AND RECEIPT  
(CONTINUATION)**

AGENCY

Department of State

DATE

May 20, 1963

BOX NUMBERS  
**FRC ONLY**

AGENCY

DESCRIPTION OF RECORDS WITH INCLUSIVE DATES

DISPOSAL AUTHORITY

Item No. 20

Lot No. 55 D 436 IRI/P Confidential  
1951 - 1954

Retain

✓ 95.-96.

VOA files on Greece, Turkey, Iran & North  
African States

Item No. 21

Lot No. 62 D 201 IRS/D Secret 1954-1962

Retain

97.

~~Accountability and distribution records~~

**National Archives** at College Park



8601 Adelphi Road College Park, Maryland 20740-6001

1/2001 - PLEASE DO BY  
COB 10/17 & LET ME KNOW.  
cc: CAMP

1001 9/30

Date : September 24, 1996  
Reply to : NCF  
Attn of :  
Subject : RG 306 records at WNRC  
To : Director, Washington National Records Center - NCW

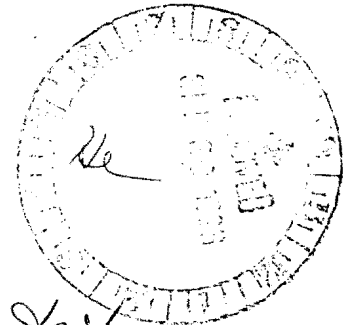
The Records Appraisal and Disposition Division, NIR, recently completed a review of certain accessions "CAPed" under Job No. N1-306-96-3. Please schedule the records as indicated in the attached memorandum. A listing of accessions needing update is attached.

If you have any questions on this assignment, please call Jackie Fultz on (301) 713-7210, extension 233, or via e-mail.

*Alan J. Kramer*  
ALAN J. KRAMER  
Director  
Field Operations Division

Attachment

cc: NIR (Langbart)



*John. for the P/W's use  
This letter as the documentation  
& attach a copy to each SF 135*

~~PA 419~~ Assigned to: *[Signature]*  
Due Date: 10/11/96  
NARS-5 check: 10/22/96

*JAB*

June 1, 2023 Production 000052

# National Archives at College Park



8601 Adelphi Road College Park, Maryland 20740-6001

Date : September 6, 1996  
Reply to : David A. Langbart, NIRM  
Attn of :  
Subject : Records in WNRC: RG 306  
To : ~~NCF~~ *ASua/10*

Described below is action to be taken on records currently CAPed under Job No. N1-306-96-3. An SF 115 covering the remaining CAPed records will be forthcoming.

>> Return to **Unscheduled** status

✓ 306-61A176	boxes 339-340
✓ 306-63A368	box 66
✓ 306-63A791	boxes 95-96
✓ 306-64A853	box 157

>> The following records are not on the shelf and should be considered **Permanently withdrawn**. Delete from 01.

<i>File's</i>	✓ 306-61A331	boxes 66-68 - <i>Transfer To N1</i>
<i>Sub?</i>	✓ 306-63A368	boxes 83-85 - <i>MIT</i>
	✓ 306-64A602	boxes 1-2
	✓ 306-64A876 <i>786</i>	box 1
	✓ 306-64A853	boxes 136-141
	✓ 306-64A853	boxes 145-146 - <i>MIT</i>
	✓ 306-64A853	box 148 - <i>MIT</i>
	✓ 306-65A1075	box 280
	✓ 306-65A1075	box 283
	✓ 306-65A1075	boxes 286-287
	✓ 306-65A1075	boxes 291-292
	✓ 306-66A1020	boxes 1-2
	✓ 306-66A1129	box 209
	✓ 306-66A1129	box 261

>> The following records are scheduled as **Permanent** under the cited authority:

✓ 306-72A5121 boxes 325-327 N1-306-87-2, Item 6

Please call me on 30-1713-7110 x235 if you have any questions.

*David A Langbart*

DAVID A. LANGBART  
Military Appraisal Branch  
Records Appraisal  
and Disposition Division

STANDARD FORM 135  
JULY 1961 EDITION  
GENERAL SERVICES ADMIN.  
REG. NO. 32.00

**RECORD TRANSMITTAL  
AND RECEIPT**

**TO BE COMPLETED AT FEDERAL RECORDS CENTER**

ACCESSION NO. 64 A 193  
RECORD GROUP NO. 306

SIGNATURE *Louis A. Jarquay de* DATE RECORDS RECEIVED 9/27/63  
TITLE CHIEF, ACCESSION & DISPOSAL SECTION

**INSTRUCTIONS**  
Send original and two copies to appropriate Federal Records Center.  
**EXCEPTION**—Send original and three copies to the Alexandria, Virginia, Center

**FROM:** (Name and address of Agency transferring records)  
Department of State  
21st & Va. Avenue, N.W.

**TO:** Federal Records Center, GSA  
Alexandria, Virginia

1. CITE SECURITY CLASSIFICATION AND/OR RESTRICTION ON USE OF RECORDS, IF ANY Available to officials of other Federal agencies and non-government researchers only upon approval of the U.S. Information Agency.

2. SQUARE FEET OF SPACE CLEARED 3. FILING EQUIPMENT EMPTIED 4. CUBIC FEET OF RECORDS TRANSFERRED

A. OFFICE	B. STORAGE	A. FILE CABINETS (No.)	B. TRANS. FILES (No.)	C. SHELVING (Lin. Ft.)	4. CUBIC FEET OF RECORDS TRANSFERRED
	32			92	92

5. NAME OF AGENCY CUSTODIAN OF RECORDS Mr. Charles A. Patterson 6. BUILDING AND ROOM NO. State Dept., Rm. 1919 7. TELEPHONE NO. 6561

8. MAY THE RECORDS BE DESTROYED AS SCHEDULED WITHOUT FURTHER AGENCY CONCURRENCE?  YES  NO

9. AGENCY OFFICIAL SIGNATURE *Thomas M. Wittstock* 10. TITLE USIA Records Management Officer 11. DATE August 29, 1963

12. BOX NUMBERS 13. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES (Show organizational component creating records) 14. DISPOSAL AUTHORITY (Schedule and Item No.)

FRC ONLY	AGENCY	DESCRIPTION OF RECORDS WITH INCLUSIVE DATES (Show organizational component creating records)	DISPOSAL AUTHORITY (Schedule and Item No.)
		Item No. 1 Lot No. 62 D 351 IAF Confidential 1961-1962	Retain
1.		Tops of classified telegrams and airgrams	
		Item No. 2 Lot No. 63 D 46 IAS Secret ✓ 1959-1961 East European files, general and by country	Retain
2.		Czechoslovakia, A-1 General through Czechoslovakia, C-4 Educational & Training	
3.		Czechoslovakia, C-5 Governmental & Leader thru Rumania 1961 files, East Europe 1961 files thru Albania 1958	
4.		Bulgaria Files, Miscellaneous thru Hungary files ending with Hungary file Wireless File	
		Item No. 3 Lot No. 62 D 397 IBS/A Secret ✓ 1960-1962 Telegrams - Despatches - Miscellaneous (Tops Only)	Retain
5.		Incoming Telegrams - June 1961 to Oct. 1962	
6.		Incoming Telegrams - March 1961 to July 1961	
7.		Incoming Telegrams - Feb. 1961 to Dec. 1961	
8.		Misc. Material - May 1961 to June 1961	

THESE RECORDS ARE STORED IN BLDG. 1, ALEXANDRIA, VA. TEL. NO. CODE 1253, EXT. 163

**LOCATION IN FEDERAL RECORDS CENTER**

(Use Standard Form 135A for continuation sheets) Building #1 Floor 417 Sec. 1-3 Row 4000

BOX NUMBERS		DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	DISPOSAL AUTHORITY
FRC ONLY	AGENCY		
	9.	Despatches - February 1960 to June 1962	
	10.	Outgoing Telegrams - October 1959 to June 1962	
	11.	Misc. Material - June 1961 to Sept. 1962	
	Item No. 4	Lot No. 63 D 62 IBS/ET Secret 1960 Records on the operation of the Broadcasting Service's domestic and overseas radio relay stations	Retain
	12.	Incoming Correspondence: Overseas Areas-1960 (all stations except Tangier)	
	13.	Outgoing Correspondence: Overseas Areas-1960 (all stations except Tangier)	
	14.	Domestic Area Records as follows: Incoming & Outgoing Corresp. - 1960 TWX Plant Operations - July 1958-Oct. 1960 Monthly Operations & Tube Reports - Oct. 59 - Sept. 1960	
	15.	Monthly Operations Reports 1960 - All overseas stations except Tangier Quarterly Statistical Reports FY 60 - all overseas stations except Tangier	
	16.	1960 Weekly Irregularity Reports - All stations except Tangier	
	17-18	FY 60 Broadcasting Logs Domestic Area	
	Item No. 5	Lot No. 63 D 249 IBS/ET Secret 1942-1953	Retain
	19.	Records and Correspondence of OWI Outposts, Central Pacific Area & Honolulu Relay Station	
	Item No. 6	Lot No. 63 D 38 IBS/RC Confidential 1959-60 Files ranging from Administrative thru general items & programs	Retain
	20.	1959 - Admin. Budget thru 1959 Scripts Services Coordinator	
	21.	1959 - Staff Meeting thru 1960 IBS/E - Engineering Manager	

STANDARD FORM 135-A  
JULY 1963 EDITION  
GENERAL SERVICES ADMIN.  
REG. 3-IV-302.0

RECORDS TRANSMITTAL  
A RECEIPT  
(CL INUATION)

AGENCY  
Department State

DATE  
Aug. 29, 1963

BOX NUMBERS  
FRC ONLY AGENCY DESCRIPTION OF RECORDS WITH INCLUSIVE DATES DISPOSAL AUTHORITY

- 22. 1960 - New York Program Center thru 1960  
Program Objectives & Themes
- 23. 1960 - Religion & Ethics thru 1960 Weekly  
Highlights
- Item No. 7  
Lot No. 63 D 162 ICS/CL Secret FY-1961 Retain  
Files covering Information Center, Binational  
Center, Presentation & other cultural programs  
for Latin American Branch
- 24. Files for Argentina, Bolivia & Cuba - & General
- 25. Files for Chile, Colombia, Ecuador, Paraguay,  
Peru, and Uruguay
- 26. Files for Brazil & West Indies, Jamaica and  
Trinidad
- 27. Files for Mexico, Costa Rica and Dom. Rep.
- 28. Files for El Salvador, French West Indies,  
Guatemala, Haiti, Honduras, Nicaragua,  
Panama, and Venezuela
- Item No. 8  
Lot No. 63 D 159 ICS/M Conf. 1958-1962 MOA III, 555.3dlc
- 29-36 Inactive IMG Contracts
- Item No. 9  
Lot No. 63 D 163 ICS/M Conf. 1958-1962 MOA III, 555.3dlc
- 37-45 Inactive IMG Contracts
- Item No. 10  
N1/306/98/3/6 → Lot No. 63 D 231 ICS/O Secret 1958-1959 Retain  
y 46. ICS, Area Directors, All other Medias, Reports  
and IMG Files
- Item No. 11  
Lot No. 63 D 113 IMS/PF Secret 1951-1960 Retain  
Foreign Production film titles by country
- 47. Latin America, Africa, and Far East thru  
Viet-Nam
- 48. Near East Country title files thru Pakistan



STANDARD FORM 135-A  
JULY 1961 EDITION  
GENERAL SERVICES ADMIN.  
REG. 3-IV-302.99

RECORD TRANSMITTAL  
AND RECEIPT  
(CONTINUATION)

AGENCY  
Department of State

DATE  
Aug. 29, 1963

BOX NUMBERS		DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	DISPOSAL AUTHORITY
FRC ONLY	AGENCY		
	49.	Near East country script files thru Iraq	
	50.	Near East country script files thru Turkey	
	Item No. 12	Lot No. 63 D 183 IOA/SC Secret 1953-1961	Retain
	51-52.	Country Plans - Assessment Reports - U.S. Advisory Commission on Information-Books Abroad Advisory Comte - Broadcast Advisory Comte - Operations Coordinating Board - Psychological Operations Coordinating Board	
	Item No. 13	Lot No. 62 D 263 IOP Secret 1958-1962	Retain
	53-54.	Material, including many subjects, that aided in the long-range planning for USIA from 1958-1962 used by the Long-Range Planning Officer and file copies of misc. corresp. - blue and Tops from classified messages	
	Item No. 14	Lot No. 63 D 71 IOP/G Secret Dec.62-Jan.63 Cable tops	Retain
	55.	Cable Tops - Dec.1-15, 1962	
	56.	Cable Tops - Dec. 16-31, 1962	
	57.	Cable Tops - Jan. 1-31, 1963	
	Item No. 15	Lot No. 59 D 199 IPS/EE Unclass. 1955-1957	Retain
	58.	Record Copy of material sent to posts in the European area in the European Wireless File	
	Item No. 16	Lot No.59 D 274 IPS/EE Unclass. 1957 Record copy of news material sent to the European area posts from the Press Section via Army Signal Corps channels (ref. to as Signals).	Retain
	59.	January 1, 1957 to January 28, 1957	
	60.	January 28, 1957 to February 28, 1957	
	61.	March 1, 1957 to April 5, 1957	

BOX NUMBERS		DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	DISPOSAL AUTHORITY
FRC ONLY	AGENCY		
	62.	April 9, 1957 to May 2, 1957	
	63.	May 3, 1957 to June 12, 1957	
	64.	June 12, 1957 to July 18, 1957	
	65.	July 19, 1957 to August 26, 1957	
	66.	August 26, 1957 to September 30, 1957	
	67.	October 1, 1957 to October 31, 1957	
	68.	November 1, 1957 to December 31, 1957	
		Item No. 17	
		Lot No. 63 D 25 IPS/EH Unclass. 1959-1961 Material from individual issues of AL-HAYAT Issues 1 thru 12	Retain
	69.	Copies of Complete English Text for AL-HAYAT Issue 1 thru 12 Copies of corresp. for each story included in AL-HAYAT Issues 1 thru 12	
	70.	Copies of Editors' Book for each of AL-HAYAT Issues 1 thru 12	
	71.	Photostatic copies of layout flats for each of AL-HAYAT Issues 1 thru 12	
		Item No. 18	
		Lot No. 63 D 30 IPS/EW Unclass. 1/61 -1/62 Magazine reprints	Retain
	72.	MR-61-1 through MR-61-79	
	73.	MR-61-80 through MR-61-139	
	74.	MR-61-140 through MR-61-154 MR-D-29 through MR-D-36 MR-A-56 through MR-A-86 MR-IGY-43 through MR-IGY-54 MR-754-61-115 through MR-7-61-86	
		Item No. 19	
		Lot No. 63 D 174 IPS/EW Unclass. 1959-1961	Retain
	75.	Corresp. with Universities and Colleges con- cerning requests for stories to be written on Foreign Visitors	

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REG. 3-IV-202.00

RECORDS TRANSMITTAL  
AND RECEIPT  
(CONTINUATION)

AGENCY  
Department of State

DATE  
Aug. 29, 1963

BOX NUMBERS		DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	DISPOSAL AUTHORITY
FRC ONLY	AGENCY		
		Item No. 20 Lot No. 61 D 62 IRI/AL Secret 1958	Retain
76-86		Subject files	
		Item No. 21 Lot No. 63 D 157 IRS/D Secret 1954-1962	Retain
87.		Accountability and distribution records of classified material.	
		Item No. 22 Lot No. 62 D 355 IRS/AA & IRS/AN Secret 1955-1962	Retain
88-89.		Destruction log records and classified material receipts	
		Item No. 23 Lot No. 63 D 160 IRS/AN & IRS/AA Secret 1955-1963	Retain
90-92.		Destruction log records and classified material receipts	

STANDARD FORM 135  
JULY 1961 EDITION  
GENERAL SERVICES ADMIN.  
REG. 3-IV-302.00

**RECORDS TRANSMITTAL  
AND RECEIPT**

TO BE COMPLETED BY

FEDERAL RECORDS CENTER

ACCESSION NO.

64 A 853

RECORD GROUP NO.

306

**INSTRUCTIONS**  
Send original and two copies to appropriate  
Federal Records Center.  
**EXCEPTION**—Send original and three copies to the  
Alexandria, Virginia, Center

SIGNATURE

*[Signature]*  
**CHIEF, ACCESSION & DISPOSAL SECTION  
FRC, GSA, BLDG. 1, ALEX. VA.**

DATE RECORDS RECEIVED

5/26/64

FROM: (Name and address of Agency transferring records)

Department of State  
21st & Va. Avenue, N.W.

*21st & Va*

TO: Federal Records Center, GSA

Alexandria, Virginia

1. CITE SECURITY CLASSIFICATION AND/OR RESTRICTION ON USE OF RECORDS, IF ANY Available to officials of other Federal agencies  
and non-government researchers only upon approval of the U.S. Information Agency.

2. SQUARE FEET OF SPACE CLEARED

3. FILING EQUIPMENT EMPTIED

4. CUBIC FEET OF RECORDS  
TRANSFERRED

A. OFFICE

B. STORAGE

A. FILE CABINETS (No.)

B. TRANS. FILES (No.)

C. SHELVING (Lin. Ft.)

*58132*

*22*

157

5. NAME OF AGENCY CUSTODIAN OF RECORDS

Mr. Charles A. Patterson

6. BUILDING AND ROOM NO.

State Dept., Room 1919

7. TELEPHONE NO.

6561

8. MAY THE RECORDS BE DESTROYED OR SCHEDULED WITHOUT FURTHER AGENCY CONCURRENCE?  YES  NO

9. AGENCY OFFICIAL (Signature)

*[Signature]*

10. TITLE

USIA Records  
Management Officer

11. DATE

April 27, 1964

12. BOX NUMBERS

FRC ONLY

AGENCY

13. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES  
(Show organizational component creating records)

14. DISPOSAL AUTHORITY  
(Schedule and Item No.)

*Prw. 8/90*

*1.*

Item No. 1  
Lot No. 64 D 75 I/S Unclass. 1954-1963 Retain  
Security accountability records

*2.*

Item No. 2  
Lot No. 64 D 76 I/S Secret 1959 Retain  
Files of the Office of the Director  
Administration (IOA) thru Information Centers  
Service (ICS) - Books

*3.*

Information Centers Service (ICS) -  
Exh. thru Applicants Alphabetical file

*4-5.*

Item No. 3  
Lot No. 64 D 171 I/S Secret 1961 Retain  
Chronological Files of Director (Edward R. Murrow)

*6.*

Item No. 4  
Lot No. 63 D 380 IAE Secret 1959-1961 Retain  
Scandinavian files (Denmark, Sweden, Finland,  
Norway); Action Files for Iceland,  
Austrian Files

*7.*

Denmark and Sweden - 1961

*8.*

Finland and Norway - 1961

Austria - 1961; Actions in & out - 1959-1961

LOCATION IN FEDERAL RECORDS CENTER

Building *111*  
Floor *1001*

Row *4011* Sec. *1007*

135-103

STANDARD FORM 135  
JULY 1961 EDITION

(Use Standard Form 135A for continuation sheets)

64A853

U.S. GOVERNMENT PRINTING OFFICE: 1961 O-613950

64A853

Use a separate form for each request

DESCRIPTION OF RECORD(S) OR INFORMATION REQUESTED

Microfilm Sec Destr Files Box 1

54-63

REMARKS

NATURE OF SERVICE

FURNISH COPY OF RECORD(S) ONLY PERMANENT WITHDRAWAL XX LOAN OF RECORD(S) OTHER (Specify)

RECORD GROUP NO ACCESSION NO ERG BOX NO. OR RECORDS CENTER LOCATION NO. (if known)

306

64A-0853

03-88-21-5-2

General Services Administration Federal Records Center NARS

TO



ATTN: NOW (State) (Zip Code)

NOTE: In Washington, D.C. area send to STOP 386

FOR RECORDS CENTER USE ONLY

- RECORDS NOT IN CENTER CUSTODY RECORDS DESTROYED WRONG BOX NUMBER - PLEASE RECHECK ADDITIONAL INFORMATION REQUIRED TO IDENTIFY RECORDS REQUESTED MISSING (Neither record(s), information nor charge card found in container(s) specified) RECORDS PREVIOUSLY CHARGED

REMARKS

DATE SERVICE TIME REQUIRED SEARCHER'S INITIALS

1-11 RD

FOR USE OF REQUESTER

RECEIPT OF RECORDS

NAME OF REQUESTER Robin A. Eschinger TELEPHONE NO. 485-7503 DATE 1/9/89

Requester please sign, date and return this form, for file item(s) listed above, ONLY if the block to right has been checked by the Records Center.

NAME AND ADDRESS OF AGENCY United States Information Agency M/ASP, Room 624 301 4th Street, S.W. Washington, D.C. 20547

SIGNATURE DATE

(In Washington, D.C. area also include STOP number)

BOX NUMBERS		DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	DISPOSAL AUTHORITY
FRC ONLY	AGENCY		
		Item No. 5 Lot No. 64 D 32 (IAE) Secret 1959-1962 USIS Program files on Belgium, Canada, The Netherlands, United Kingdom, Ireland, and Malta; Action Files for Canada and United Kingdom	Retain
9.		1961-62 United Kingdom Combined: 1. USIS Program-Gen to 3.3 Gallup Polls	
10.		3.4 Gen. Information-Post Reports to Actions Outgoing 1961	
11.		1961-62 Canada Combined: 1. Assessment Report to 4.2 Reactions to US	
12.		5. Political Affairs-Gen to Actions-Outgoing 1959	
13.		Malta & Ireland 1960-62: USIS Program-Gen to Common Market-Gen	
14.		1962 Belgium & The Netherlands: Record Copies to Youth and Students	
15.		1961 The Netherlands: Record Copies thru "Visit USA"	
16.		1961 Belgium: Record Copies thru Visitors to US	
		Item No. 6 Lot No. 64 D 71 (IAE) Secret 1961 Record copies of subject communications and other official documents pertaining to USIA operations in Italy & Yugoslavia, 1961; Luxembourg Country Files	Retain
17.		Yugoslavia - Record Correspondence 1961 thru Yugoslavia - IMS, 1961	
18.		Yugoslavia - IOC - 1961 thru Yugoslavia - Zagreb Fair - 1961	
19.		Italy - Record Corresp., Turin Fairs thru Italy - Labor, 1961	
20.		Italy - Medicine, 1961 thru Italy - Visitors, 1961	
21.		Italy - Chron, 1961 thru Luxembourg - Reports General, 1961	

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JULY 1961 EDITION  
GENERAL SERVICES ADMINISTRATION  
REG. 3-IV-302.00

RECORDS TRANSMITTAL  
AND RECEIPT  
(CONTINUATION)

AGENCY  
Department of State

DATE  
April 27, 1964

BOX NUMBERS		DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	DISPOSAL AUTHORITY
FRC ONLY	AGENCY		
		Item No. 7 Lot No. 64 D 172 IAF Secret 1954-1960 USIA & State Circulars, Infoguides, Potomac Cables & Action Copies	Retain
	22.	USIA & State Circulars, Potomac Cables	
	23.	Infoguides - 1954-60; State Policy Statements 1954-55; State Cir. Tel - 1956-58	
	24.	USIS/USIA Action Copies (inc & outg) Australia - New Zealand	
	25.	USIS/USIA Action Copies (inc & outg) Philippines thru Misc.	
		Item No. 8 Lot No. 64 D 52 IAS Secret 1962 USSR Program Files (Blue Labels)	Retain
	26.	B-1 thru B-10	
	27.	B-10.1 thru B-12.3	
	28.	B-12.4 thru B-16	
		Item No. 9 Lot No. 64 D 85 IBS/ET Secret 1961 Correspondence & subject files for the Domestic & overseas Relay Stations of IBS/ET - Operations	Retain
	29.	Overseas Relay Stations Quarterly Statistical and Monthly Operations Reports	
	30.	Overseas Relay Stations Weekly Irregularity Reports	
	31.	Overseas Relay Stations Weekly Irregularity Reports cont.	
	32.	Domestic Area Monthly Operations Report, Monthly Tube Reports, & Weekly Logs	
	33-35.	Incoming Corres. & Outgoing Corres. Domestic & Overseas Areas	
	36.	Financial Plans - 1960; Budget Estimates; Overseas Relay Stations	

BOX NUMBERS FRC ONLY	AGENCY	DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	DISPOSAL AUTHORITY
		Item No. 10 Lot No. 64 D 98 IBS/ET Unclass. 1959-1962 Work Orders, Requisitions, Misc. Corresp., & Open End Contracts	Hold until Dec. 1967
37.		Work Orders (all stations & Wash.) 7/1/59- 6/30/60	
38.		Reading & Chron-in-out Files 1960-1961	
39.		Requisitions (Colombo, Curier, Honolulu, Munich and Thessaloniki)	
40.		Requisitions (Philippines)	
41.		Requisition (Philippines, Okinawa & Wash.)	
42.		Requisition (Wash., Munich, Thessaloniki, & Tangier)	
43.		Requisitions (Tangier, Manilla, Courier & Okinawa)	
44.		Misc. Correspondence: Tube Credit, ML-5682, Cir. Memos, Worthington, Defective Tubes, Budget	
45.		Work Orders & Open End Contracts 7/1/60- 6/30/61	
46.		Requisitions (Okinawa, Philippines & Wash)	
47.		Requisitions (Wash., Munich, Thessaloniki, Tangier, Colombo and Courier)	
48.		Inventory File (all relay stations)	
		Item No. 11 Lot No. 63 D 316 IBS/RA Unclass. 1962 & prior	Destroy 1/1/67
49.		Master Scripts for field packages	
		Item No. 12 Lot No. 64 D 87 IBS/RA Unclass. 1962 & prior	Destroy 1/1/67
50.		Master scripts for field packages	
		Item No. 13 Lot No. 64 D 167 IBS/RE Unclass. 1961-1963 Daily Production Reports by day & date, each Service within the West European Division	MOA III 555.lbj



BOX NUMBERS		DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	DISPOSAL AUTHORITY
FRC ONLY	AGENCY		
		51. Daily Production Reports Feb. 1961 to Dec. 1961	
		52. Daily Prod. Reports Jan. 1962 to Sept. 1962	
		53. Daily Prod. Reports Oct. 1962 to May 1963	
		Item No. 14 Lot No. <u>63 D 428</u> ICS Secret 1954-1960 General Corresp., Memoranda, Personnel action and Telegrams and pouch messages	Retain
		54. Corres., memoranda, telegrams - 1954-58	
		55. Corres., memoranda, telegrams - 1959-60	
		Item No. 15 Lot No. 63 D 420 ICS/C Unclass. 1959-1961 Records include field requests for supplies and equipment for overseas Information Centers & Binat. Centers. Also requisitions, purchase orders, job orders, shipping notices for these materials; corres. to the field on shipments, notifications, etc.; records of orders and distributions of materials made by the Agency.	Hold until Dec. 1966
		56. Material fr Information Center files - filed alphabetically by post - Jan 1959 thru June 1961: A - Athens, Greece thru M2 - Moulmein, Burma	
		57. N - Naples, Italy thru Z - Zagreb, Yugoslavia	
		58. Material fr Binat. Centers files - filed alphabetically by country - Jan 1959 thru June 1960 ( Latin America, Europe, Far East, Near East): A - Argentina, Buenos Aires thru V - Venequela, Caracas	
		Item No. 16 Lot No. 63 D 421 ICS/C Unclass. 1956-1959 College catalog corres. & purchase orders; office memoranda, periodical corres., corres. with private industry, purchase orders and IA-42s for overall distribution, Govt. Bills of Lading, and post files.	Hold until Dec. 1969
		59. College catalog corres. & purchase orders 1957; off. memoranda 1956-57; periodical corres. '57; and corres. with private industry 1957	

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Department of State

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BOX NUMBERS FRC ONLY	AGENCY	DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	DISPOSAL AUTHORITY
60.		1958 - College catalog corres & purchase orders; Office memoranda; IA-42s & P.O.'s for overall distribution FY-1958; periodical corres.; corres with private industry	
61.		Govt bills of Lading 1957-59; office memo.; periodical corres.; corres. with private industry 1959	
62.		Post files (OMs, IA-42s and Shipping Notices) 1958 for all areas	
63.		Post files (OMs, IA-42s and Shipping Notices) 1959 for all areas	
		Item No. 17 M1/306/48/3/34 Lot No. 63 D 253 ICS/CN Secret FY 1957-61 ↓ Communications to & From USIS posts, field reports on effectiveness of music program, and memos & other data concerning the ICS Music Branch	Retain
64.		Latin America & Western European USIS posts (thru Finland)	
65.		Western European USIS posts (cont) and Eastern European diplomatic missions (thru Poland)	
66.		Eastern European diplomatic missions (cont), Far & Near East USIS posts (thru Nepal)	
67.		Near East (cont) and African USIS posts; Music Branch memos and other data	
68.		Evidences of Effectiveness for Latin American & Europe	
69.		Evidences of Effectiveness for Far & Near East, photos and posters	
70.		Evidences of Effectiveness - Pamphlets, program notes, and the American Music Newsletters published by USIS London and Vienna; FY-1957-61	
		Item No. 18 M1/306/48/3/41 Lot No. 63 D 244 ICS/CN Conf. FY 1961 ↓ Program files for the Near East & S.Asia	Retain
71.		Program Files for Cyprus, Greece, Iran, Iraq, Israel, Jordan, Lebanon, Sauda Arabia	

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AGENCY

Department of State

DATE

April 27, 1964

BOX NUMBERS FRC ONLY	AGENCY	DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	DISPOSAL AUTHORITY
↑	72.	Program Files for Syria, Turkey, Egypt, Afghanistan, Ceylon,	
	73.	Program Files for Bangalore, India thru New Delhi, India,	
	74.	Program Files for New Delhi, India thru Trivandrum, India & Nepal & Pakistan	
	75.	Book orders for Amman thru Karachi	
N1/306/98/3/42	76. TEMP	Book orders for Kathmandu - Trivandrum Shipment notices for Amman - Beirut	
	77.	Shipment notices for Bombay - Thessaloniki	
	Item No. 19	Lot No. 61 D 144 ICS/M Unclassified 11/23/59-8/3/60	MOA-III 555.14ak
	78.	IMG Invoices on Closed out Contracts	
N1/306/98/3/53	Item No. 20	Lot No. <del>64</del> D 161 ICS/PT Conf. 1956-1959	Retain
↓	79.	Field Correspondence	
	Item No. 21	Lot No. 63 D 335 IMS Unclass. 1956-1962 Motion picture, filmstrip, recording and maps, charts and poster certificates issued by the Agency to est. the internat. educational character of the materials they cover and related notarized affidavits of ownership of reproduction rights and application forms	Retain
	80.	Wall charts, maps and posters certificates Nos. 198 thru 384; recording certificates Nos. 1376 thru 1816 1956-61	
	81.	Motion picture certificates Nos. 9116 thru 10,493 1960-62	P.w. B+81 5/9/64
	82.	Filmstrip certificates Nos. 1700 thru 2665 1956-60	
	Item No. 22 <i>D194</i>	Lot No. 63 D 407 IMS/A Conf. 1955-1963 Kingfish invoices	MOA III 555.3d (1) c

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BOX NUMBERS		DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	DISPOSAL AUTHORITY
FRC ONLY	AGENCY		
	83.	IA-3641 - July, 1955 - July, 1960	
	84.	IA-3641 - July, 1960 - March, 1961	
	85.	IA-3641 - March, 1961 - February, 1963	
	Item No. 23	Lot No. 64 D 30 IMS/A Unclass. 1957-1960 Open-end contracts	Retain
	86.	IA-142 - IA-5430 1957-1960	
	87.	IA-5432 - IA-7309 1960-1961	
	Item No. 24	Lot No. 64 D 37 IMS/A Conf. 1955-1961 Open-end contracts	Retain
	88.	IA-1103 - GS-00S-17375	
	Item No. 25	Lot No. 64 D 157 <del>IMS/A</del> <sup>IMS/L</sup> Unclass. 1950-1962	Retain
	89.	Awards and certificates of Participation in Film Festivals	
	Item No. 26	Lot No. 63 D 238 IOA/BF Secret 1960-1961 Official record copies of communications - between field & Wash. Used as a basis and background for Country budgets	MOA III 555.4 a & b
	90.	Country Files - FY-1961 (Australia, Burma, Cambodia, Hong Kong, Indonesia, Japan, Laos, Malaya, New Zealand, Philippines)	
	91.	Country Budgets - FY 1961 (Australia, Burma, Cambodia, Hong Kong, Indonesia, Japan, Korea, Laos, Malaya, New Zealand, Philippines, Singapore, Taiwan, Thailand, Viet-Nam, Gen) Chronological File (Outgoing Messages) PL 480 File; Local Production File; IMG Program File; IRI Field Projects File	
	Item No. 27	Lot No. 63 D 237 IOA/BL Secret FY-1961 Official record copies of communications between Latin American posts and Wash.; Memoranda, notes, etc. between Agency offices relating to budget matters for L.A. Area	MOA III 555.4a

BOX NUMBER-S	DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	DISPOSAL AUTHORITY
FRC ONLY	AGENCY	
92.	LA - Gen File Argentina thru French West Indies	
93.	Guatemala thru The West Indies	
	Item No. 28 Lot No. 63 D 408 IOP Secret 7/54-8/63	Retain
	Cable Tops	
	Item No. 29 Lot No. 63 D 416 IOP Secret 1956-1963	Retain
95.	Tops from classified messages	
	Item No. 30 Lot No. 64 D 27 IOP Secret 3/53-12/62 Record copies (incl letters, memo., telegrams, records of destruction) from the office of the Cultural Affairs Advisor & Youth & Student Advisor	Retain
96.	March 1953 thru Oct. 1958	
97.	Nov. 1958 thru July 1960	
98.	August 1960 thru Sept 1961	
99.	October 1961 thru December 1962 and Records of Destruction	
	Item No. 31 Lot No. 63 D 427 IPS/EC Unclass. 1953-1961	Destroy Item 3
100.	Records consist of: (1) original art of the continuity comic strip "Comrades" 1956-59; (2) master prints of continuity comic strip "Little Moe" 1953-59; and (3) negatives of political cartoons, 1957-61	1/1/68, Retain Items 1 and 2
	Item No. 32 Lot No. 63 D 313 IPS/EE Unclass. 1959-63 Copies of daily logs which refer to Signal Corps material & press releases etc. which are sent via air or by signal corps channels, also copies of the special East European file hard copy	Box 1-Retain Box 2-MOA III 555.15a
101.	Weekly output - 1959-69	
102.	SEF Hard Copy - Oct. 2, 1962 thru Feb. 28, 1963	

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BOX NUMBERS		DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	DISPOSAL AUTHORITY
FRC ONLY	AGENCY		
		Item No. 33 Lot No. 64 D 29 IPS/EE Secret 1957-1959 Post files, Agency Admin. pamphlets & publica- tions and Domestic files.	Retain
103.		Post files for 1957 (Class. & Unclass)	
104.		Post files for 1958 " "	
105.		Memoranda & circular etc. (Class. & Unclass.) 1958-59	
106.		Domestic & Foreign Correspondence (Unclass) 1958-59	
		Item No. 34 Lot No. 64 D 107 IPS/EL Unclass. 1961 Spanish translation of selected IPS products	Retain
<del>107.</del>		<del>January 1, 1961 thru June 30, 1961</del>	
108.		July 1, 1961 thru December 31, 1961	
		Item No. 35 Lot No. 62 D 176 IPS/OL Unclass. 1950-1960 Holding file photographs used for U.S.I.A. news activities, production of displays, picture stories, posters, pamphlets, film strips and magazines, and personality hold file photographs.	Retain
109.		AGH thru AH-1959	
110.		AH-1960 thru EL	
111.		FVH thru GH-1959	
112.		GH-1960 thru IFH-1957	
113.		IFH-1958 - MH - OGH-57-19999	
114.		OGH-57-20000 thru RH-1956	
115.		RH-1957 thru SEH-1956	
116.		SEH-1957 thru SEH-60-4199	
117.		SEH-60-4200 thru TH	
118.		Personalities A thru D	

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DATE

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BOX NUMBERS		DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	DISPOSAL AUTHORITY
FRC ONLY	AGENCY		
	119.	E	
	120.	F thru L	
	121.	M thru O	
	122.	P thru Z	
	Item No. 36	Lot No. 64 D 86 IPS/OT Secret FY-1959-60 Correspondence with the field regarding maintenance and reception problems of Wireless File RTT equipment	Retain
	123.	RTT Proj. files for 5 areas, Circular Message File, Part of the Post files for Europe & Near East, South Asia and Africa FY-59	
	124.	Continuation of Post files for NE, S. Asia & Africa FY-59, Far East area files and Am. Rep. post files (all FY-59)	
	125.	Telecommunications Specialists corres. and reports fr the 5 areas, RTT Files, Circular messages and part of post files for Europe FY-60	
	126.	Cont. of European area files, N.East, S.Asia and Africa files, F.East files and Am.Rep. post files for FY-60	
	127.	Telecommunications Spec. Reports - Areas 1 thru 5. (Africa, Middle East, Europe, F.East and Am. Republics), Telecommunications Spec. Official Correspondence (5 areas), Telecom- munications Spec. - Gen. & Telecommunication Spec. - Official Informal	
	Item No. 37	Lot No. 64 D 105 IPT/T Conf. FY-1960-62 Files on the foreign employees of the U.S.I.A. in its offices around the world, who were selected for a program of orientation in the U.S.	Retain
	128.	Groups Nos. 60-4 and 61-1	
	129.	Groups Nos. 61-2 and 61-3	
	130.	Groups Nos. 61-4 and 61-5	

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RECORDS SCHEDULE  
AND REPORT  
(CONTINUATION)

AGENCY  
Department of State

DATE  
April 27, 1964

BOX NUMBERS		DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	DISPOSAL AUTHORITY
FRC ONLY	AGENCY		
	131.	Groups Nos. 62-1, 62-2, 62-3	
	132.	Groups Nos. 62-4	
		Item No. 38 Lot No. 63 D 352 IRS/A Secret 1954-1960 Cover Sheets on the dist. of Secret & Top Secret NIEs, SNIEs, Watch and Indications Reports, Status of Est. in Process, etc.	Retain
	133.	Top Secret Doc. Log, 1956-57; Cover Sheets (IA-37's); Communist Propaganda, 1956-59, NIEs, SNIEs, Watch Reports, Status of Est.	
	134.	Weekly Activities Reports, 1959-60, Weekly Reports in Progress; also called Status of Reports or Flow Charts, 1959-60, and (Monthly) End-Use of Reports, 1959-60.	
		Item No. 39 Lot No. 64 D 156 IRS/A Secret 1954-1960 Various categories of reports prepared by the Area Analysis Division of IRS or its equivalent.	Retain
	135.	1954: IRI: Intelligence Memorandums (IM series) Bi-Weekly Digests (BD series) Intelligence Bulletins (IB series) Reaction Reports (RR series) Debriefings (DR series) Intelligence Summaries (IS series) 1955: IRI: Intelligence Memo. (IM series) Intelligence Bulletins (IB series) Bi-Weekly Digests (BD series) Reaction Reports (RR series)	
	136.	1955: IRI Intellig. Summaries (IS series)	
	137.	1956: P Reports (P series) Intelligence Bulletins (IB series) Bi-Weekly Digests (BD & SD series) Intelligence Memorandums (IM series) Requestor Only reports (RO series) Index cards for box contents	
	138.	1956: Intelligence Summaries (IS series) Index cards for box contents	
	139.	1955 & 1956: Unnumbered Reports (1 folder) 1957: P Rep. (P series: P-1-57 thru P-69-57) Index cards for box contents	



BOX NUMBERS		DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	DISPOSAL AUTHORITY
FRC ONLY	AGENCY		
140.		1957: P Reports (P series): P-70-57 thru P-105-57; Cancelled Reports; Unnumbered Reports Index cards for box contents 1958: Research Notes (RNs) Requestor only Reports (ROs)	
141.		1958: P Reports (P series) Unnumbered reports; Index cards for box contents	
142.		1959: P Reports (P series) Project Cards for P Reports Research Notes (RN series) Index cards for box contents	
143.		1959: Requestor Only Reports (RO series) 1960: Requestor only Reports (RO series) Research Notes (RN series) Index cards for box contents	
144.		1960: R Reports (R series) Project cards for R reports Index cards for box contents	
		Item No. 40 Lot No. 63 D 265 IRS/C Secret 1951-1961 Materials accumulated by R.K. White during work on Evaluation Staff of VOA in New York, also during period in USIA's research office (IRI) in Washington	Retain
145.		VOA & Radio Data, USSR & Satellites	
146.		USSR - General; Repatriate Reports 1957; Research Projects & Needs,	
147.		Free world propaganda; Ralph White's own papers	
148.		Research Methods; Miscellaneous	
		Item No. 41 Lot No. 63 D 280 IRS/L O.U.O. FY-1961-62 Purchase Orders, Post O.M.'s, Requisitions, Post Vendor Purchase Records	MOA III 555.3d (1)b
149.		FY-1961 Purchase Ord. 17251 thru 18600	
150.		FY-1961 Purchase Ord. 18601 thru 19825	
151.		FY-1962 Post C.M.s, Requisitions, etc. A to Z	

BOX NUMBERS		DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	DISPOSAL AUTHORITY
FRC ONLY	AGENCY		
152.		FY-1962 Post Vendor Purchase Records A to Z  Item No. 42 Lot No. 63 D 298 IRS/S Secret 1955-1962 Action copies of telegrams fr Munich & Berlin 1955-60; A & R Correspondence 1956-58; Current Developments 1955-59; Log records 1960-62; Mats of "P" reports; USSR files by subject	Retain
153.		Action copies of telegrams fr Munich & Berlin	
154.		Action copies of telegrams fr Munich & Berlin and copies of Current Developments	
155.		Current Developments, Briefing Notes , Special memoranda and log records	
156.		Log records, mats for "P" reports, & Chron files	
157.		USSR files by subject matter	



# National Archives at College Park



8601 Adelphi Road College Park, Maryland 20740-6001

WMA - PLEASE DO BY  
COB 10/7 & LET ME KNOW.  
@: @ATP

*MM 9/30*

Date : September 24, 1996  
Reply to : NCF  
Attn of :  
Subject : RG 306 records at WNRC  
To : Director, Washington National Records Center - NCW

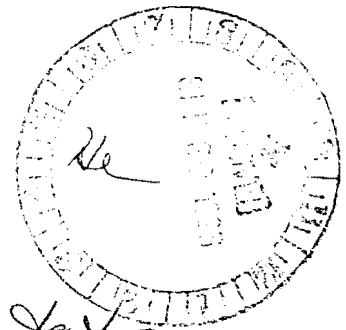
The Records Appraisal and Disposition Division, NIR, recently completed a review of certain accessions "CAPed" under Job No. N1-306-96-3. Please schedule the records as indicated in the attached memorandum. A listing of accessions needing update is attached.

If you have any questions on this assignment, please call Jackie Fultz on (301) 713-7210, extension 233, or via e-mail.

*Alan J. Kramer*  
ALAN J. KRAMER  
Director  
Field Operations Division

Attachment

cc: NIR (Langbart)



*John, for the P/W's use  
this letter as the documentation  
& attach copy to each SF 135*

*PA 419* Assigned to: *John G*  
Due Date: *10/11/96*  
NARS-5 check: *10/22/96*

*JAB*

June 1, 2023 Production 000076

*9/20/96*

# National Archives at College Park



8601 Adelphi Road College Park, Maryland 20740-6001

Date : September 6, 1996  
Reply to : David A. Langbart, NIRM  
Attn of :  
Subject : Records in WNRC: RG 306  
To : NCF *psua/10*

Described below is action to be taken on records currently CAPed under Job No. N1-306-96-3. An SF 115 covering the remaining CAPed records will be forthcoming.

>> Return to **Unscheduled** status

✓ 306-61A176	boxes 339-340
✓ 306-63A368	box 66
✓ 306-63A791	boxes 95-96
✓ 306-64A853	box 157

>> The following records are not on the shelf and should be considered **Permanently withdrawn**. Delete from 01.

*H/1's  
SURE?*

✓ 306-61A331	boxes 66-68 - <i>Transfer to N1</i>
✓ 306-63A368	boxes 83-85 - <i>MIA</i>
✓ 306-64A602	boxes 1-2
✓ 306-64A876	box 1
✓ 306-64A853	boxes 136-141
✓ 306-64A853	boxes 145-146 - <i>MIA</i>
✓ 306-64A853	box 148 - <i>MIA</i>
✓ 306-65A1075	box 280
✓ 306-65A1075	box 283
✓ 306-65A1075	boxes 286-287
✓ 306-65A1075	boxes 291-292
✓ 306-66A1020	boxes 1-2
✓ 306-66A1129	box 209
✓ 306-66A1129	box 261

>> The following records are scheduled as **Permanent** under the cited authority:

✓ 306-72A5121	boxes 325-327	N1-306-87-2, Item 6
---------------	---------------	---------------------

Please call me on 30-1713-7110 x235 if you have any questions.

*David A Langbart*

DAVID A. LANGBART  
Military Appraisal Branch  
Records Appraisal  
and Disposition Division

June 1, 2023 Production 000077

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REG. 3-IV-302.00

**RECORDS TRANSMITTAL  
AND RECEIPT**

TO BE COMPLETED

**FEDERAL RECORDS CENTER**

ACCESSION NO. 65 A 175  
RECORD GROUP NO. 306

**INSTRUCTIONS**

Send original and two copies to appropriate Federal Records Center.  
**EXCEPTION**—Send original and three copies to the Alexandria, Virginia, Center

SIGNATURE *B McCafferty*  
DATE RECORDS RECEIVED 10/1/64  
TITLE

FROM: (Name and address of Agency transferring records)

**USIA**  
Department of State ~~Foreign Service Institute~~  
21st and Virginia Ave., N.W.

TO: Federal Records Center, GSA

CHIEF, ACCESSION & DISPOSAL SECTION  
**FRC, GSA, BLDG 1, ALEX, VA**

1. CITE SECURITY CLASSIFICATION AND/OR RESTRICTION ON USE OF RECORDS, IF ANY Available to officials of other Federal agencies and non-government researchers only upon approval of the U.S. Information Agency. **Secret**

2. SQUARE FEET OF SPACE CLEARED 3. FILING EQUIPMENT EMPTIED 4. CUBIC FEET OF RECORDS TRANSFERRED

A. OFFICE	B. STORAGE	A. FILE CABINETS (No.)	B. TRANS. FILES (No.)	C. SHELVING (Lin. Ft.)	4. CUBIC FEET OF RECORDS TRANSFERRED
	68156	26		181	181

5. NAME OF AGENCY CUSTODIAN OF RECORDS Mr. Charles A. Patterson  
6. BUILDING AND ROOM NO. State Dept., Room 1919  
7. TELEPHONE NO. Code 182, Ext 6561

8. MAY THE RECORDS BE DESTROYED AS SCHEDULED WITHOUT FURTHER AGENCY CONCURRENCE?  YES  NO

9. AGENCY OFFICIAL (Signature) *Thomas M. Whitstock*  
10. TITLE USIA Records Management Officer  
11. DATE Sept. 4, 1964

12. BOX NUMBERS 13. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES (Show organizational component creating records) 14. DISPOSAL AUTHORITY (Schedule and Item No.)

FRC ONLY	AGENCY	DESCRIPTION OF RECORDS WITH INCLUSIVE DATES (Show organizational component creating records)	DISPOSAL AUTHORITY (Schedule and Item No.)
		Item No. 1 Lot No. 57 D 615 I/E Secret 1954-1957	Retain
1.		Records of Inspection Staff (IOA/I)	
		Item No. 2 Lot No. 54 D 229 I/S Secret 1951	Retain
2-4.		Files of General Manager USIE	
		Item No. 3 Lot No. 57 D 445 I/S Secret 1952-1953	Retain
5-6.		Selected Office of the Director files	
		Item No. 4 Lot No. 57 D 452 IAE Secret 1950-1956	Retain
7-8.		Subject Files	
		Item No. 5 Lot No. 64 D 276 IAE Secret 1961	Retain
9.		Record copies of subj. communications, memoranda and letter correspondence, and background material on Portugal	
		Item No. 6 Lot No. 64 D 218 IAF/FE Secret 1957-1960	Retain
10.		Tibet Revolt	

LOCATION IN FEDERAL RECORDS CENTER  
Building #1  
Floor 4078 Row 4078 Sec. 8-7ndll  
4075

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REG. 3-IV-32 D

RECORDS TRANSMITTAL  
AND REPORT  
(CONTINUATION)

AGENCY

Department of State

DATE

Sept. 4, 1964

BOX NUMBERS

DESCRIPTION OF RECORDS WITH INCLUSIVE DATES

DISPOSAL AUTHORITY

FRC ONLY

AGENCY

- 25. NPN's, Infoguides, Info Memos, Dept of State Instructions; Early Morning Guidance Notes (Jan-Dec,1957)
- 26. IOP 0930 and Noon Meeting notes
- 27. Areas and guidance files (Jan-Dec,1957)
- 28. Special projects and reference material (Jan-Dec,1957)
- Item No. 11  
Lot No. 62 D 21 IBS/RC Secret 1956-1958 Retain until 1968
- 29. Files pertaining to the Office of the Chief, IBS/RC, its Branches & Services and other related material
- Item No. 12  
Lot No. 64 D 59 IBS/RC Class 1955-1962 Retain until 1968  
Files ranging fr Admin thru gen. tiems & programs
- 30. 1955 - Reading files thru 1961 I/R Public Info
- 31. 1961 - Alph thru Admin - Budget FY-62
- 32. 1961 - IRI Research & Analysis thru 1961 Misc. Corresp. Q-Z
- 33. 1962 - Admin - Budget FY 63 thru IBS/RC William N. Robson
- 34. 1962 - Misc. Corresp A-H thru Policy Notes and Memos (Gen)
- 35. 1962 - Usage Reports thru Rec. & destruction of Classified Material
- 36. Content Reports January 1959 thru Oct. 1962
- Item No. 13  
Lot No. 62 D 297 IBS/RN Unclass 1959-1960 MOA III,555.3d (1)b
- 37. Purchase orders, Direct Support folders, and Overtime requests
- Item No. 14  
N1/306/98/3/24 → Lot No. 64 D 267 ICS/B Secret 1955-1960 Retain
- 38. Correspondence, Monthly reports & misc.statistical

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REG. 3-1V-302.00

RECORDS TRANSMITTAL  
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AGENCY

Department of State

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Sept. 4, 1964

BOX NUMBERS		DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	DISPOSAL AUTHORITY
FRC ONLY	AGENCY		
		Item No. 15 Lot No. 64 D 293 ICS/B Secret 1959-1960	Retain until 1970
	39.	IOP clearance of books	
		Item No. 16 Lot No. <u>64 D 285</u> ICS/CF Secret 1961-1962 Country & subj files for Far East Posts	Retain
	40.	Country folders-FY-62; Phnom Penh, Cambodia, Djakarta, Indonesia	
	41.	Country folders-FY-62: Vientiane, Laos, Saigon, Viet-Nam	
	42.	Binational Center folders-FY-62: Phnom Penh, Cambodia, Djakarta, Indonesia, Vientiane, Laos, Bangkok, Thailand, Saigon, Viet-Nam, Hue, Viet-Nam	
	43.	Country folders-FY-62: Tokyo, Japan	
	44.	Country folders-FY-62: Seoul, Korea, Taipei Taiwan	
	45.	Country folders-FY-62: Kuala Lumpur, Malaya (Penang, Malaya), Hong Kong	
	46.	Country folders-FY-62: Australia, Sydney, Canberra-Melbourne, New Zealand, Wellington	
	47.	Country Folders-FY-62: Bangkok, Thailand, Burma, Rangoon,-Information Center-Presentation	
	48.	Country folders-FY-62: Burma, Rangoon-Binat. Center; Manila, Philippines-Infomation Center - Presentation Program	
	49.	Central Files - FY-62	
		Item No. 17 Lot No. 64 D 330 ICS/E Conf. 1957-1962 Exhibit Project folders	Retain
	50.	C-6, WW-22, S-31C & D, A-41, S-42A, S-46, G-51, E-73, FE-81, A-92, A-98, A-99, C-121, WW-142 & 142C, FE-145, G-155, E-186A, E-186B, E-186C, WW-187	



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FRC ONLY	AGENCY		
	51.	214, C-215, 217, C-225, F-249, F-281, F-311, F-322, F-453, S-381, C-471, 471A, C-473, F-483, 489, C-530, 578, C-593, G-733, G-764, 768A, G-796, G-984, G-997	
	52.	G-1045, G-1081, G-1098 C,D,G,H,J,K,L.	
	53.	G-1098 E,F, G-113, G-1123, G-1125, G-1127, G-1139	
	54.	G-1151, S-1193, S-1194, G-1197, G-1198, G-1200 X-1205, G-1209, G-1210, G-1223, G-1245, G-1282A&B, 1287, G-1296, S-1304, G-1353, G-1359, G-1361, G-1362, G-1364, G-1383, G-1399, G-1413, G-1426	
	55.	G-1440, G-1442A, G-1443, S-1462, S-1463, 1465A, G-1467, G-1469, G-1471, G-1472, G-1478A, G-1480	
	56.	G-1483, G-1493, G-1535, G-1536, G-1537, G-1538, G-1539, G-1540, G-1541, G-1542, G-1543, G-1544, G-1545, G-1546, G-1550, G-1574	
	57.	S-1583, G-1596, G-1597, G-1607, G-1627, G-1632, G-1649, G-1662, S-1683, G-1689, G-1697, G-1711, G-1714, G-1721, S-1730, G-1741, G-1743, G-1744, G-1755, G-1777, G-1784, G-1786	
	58.	61-001 thru 61-005, 61-007 thru 61-011, 61-015 thru 61-023, 61-025, 61-026, 61-028 thru 61-051	
	59.	61-52-thru 61-065, 61-067 thru 61-087, 61-089 61-090, 61-092 thru 61-110, 61-112 thru 61-127, 61-129, 61-130, 61-132, 61-133	
	60.	61-134, 61-136 thru 61-139, 61-143 thru 61-173, 61-175 thru 61-189, 61-191 thru 61-212, 61-214 thru 61-233, 61-235	
	61.	61-236 thru 61-242, 61-245, 61-247 thru 61-265, 61-267, 61-268, 61-270 thru 61-317	
	62.	61-318 thru 61-322, 61-324 thru 61-337, 61-340 thru 61-358, 61-360, 61-361, 61-363, 61-365, 61-367 thru 61-371	
	63.	62-001, 62-003 thru 62-007, 62-009, 62-011, 62-013, 62-014, 62-016 thru 022, 62-025, 62-027, 62-028, 62-030 thru 62-036 62-038, 62-039, 62-041, 62-043 thru 62-055, 62-057 thru 62-059	

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64. 62-060 thru 62-086, 62-088 thru 62-124, 62-126,  
62-127, 62-129 thru 62-141, 62-143 thru 62-165

65. 62-166 thru 62-238, 62-240 thru 62-243, 62-245  
thru 62-252, 62-254 thru 62-264, 62-266 thru  
62-272, 62-274

66. 62-275 thru 62-281, 62-283 thru 62-288, 62-290  
thru 62-294, 62-296 thru 62-298, 62-300 thru  
62-311, 62-313 thru 62-317, 62-321 thru  
62-327, 62-329, 62-330, 62-332 thru 62-342,  
62-344, 62-346, 62-347, 62-349 thru 62-352,  
62-354, 62-355, 62-357 thru 62-361, 62-363  
thru 62-379, 62-381, 62-383 thru 62-385,  
62-387 thru 62-391

Item No. 18

Lot No. 61 D 83 ~~ICS/M~~ Unclass 1959

MOA III,555.14ak

67. IMG Invoices on Closed Out Contracts

Item No. 19

Lot No. 62 D 110 ~~ICS/M~~ Unclass 1960-1961

MOA III,555.14ak'

68. Office Memo - Fiscal Office to JJDean

Item No. 20

Lot No. 64 D 258 ICS/M Unclass 1958-1962  
IMG Contracts

MOA III,555.3d 1C

69. A - C

70. D - HE

71. Ho - New York Herald

72. New York Times - R

73. S - Y

Item No. 21

Lot No. 64 D 273 ICS/M Restricted 1948-59  
Country Files

Retain until 1970

74. A - F

75. G - Israel

76. Israel - Norway

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77. Norway - P

78. R - Y

Item No. 22

Lot No. 61 D 321 ICS/O Secret 1956-1958

Retain

79-80. ICS, Area Directors, IGC, IOA, Director's  
 Office Correspondence

Item No. 23

Lot No. 64 D 321 ICS/O Secret 1955-1962

Retain until 1969

81. ICS, Area Directors, All other Medias, Exhibits  
 corres. on exhibits shown in Soviet Union,  
 Franklin Publications reports

Item No. 24

Lot No. 64 D 217 ICS/PT Conf. 1957-1961

Retain

82. Correspondence to and from Field

Item No. 25

Lot No. 64 D 242 ICS/PT Conf. 1956-1962  
 Field corresp. and other misc. records

Retain

83. Field corres. A-Is

84. Field corres. It-V and appraisals completed,  
 General corres. Indian Textbook List and  
 Budget material

Item No. 26

Lot No. 64 D 277 ICS/PT Conf 1956-1962  
 Field corres, Budget material, & Gen. corres.  
 and reports

Retain

→ 85. Corres. to and from Posts

→ 86. Basic Docs. of PL 480 - 1961  
 Budget Material 1957-62  
 Cairo Titles 1962  
 Communications Fact books 1959-62  
 General Reports 1956-58  
 Indian Publishing Industry  
 Misc. Lists 1961  
 Misc. Appropriations Accts. 1960-61  
 Progress Reports

N1/306/98/3/53 D

N1/306/98/3/53

N1/306/98/3/53

N1/306/98/3/56

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BOX NUMBERS  
FRC ONLY AGENCY DESCRIPTION OF RECORDS WITH INCLUSIVE DATES DISPOSAL AUTHORITY

Item No. 27

Lot No. 64 D 262 ICS/T Secret 1960-1963  
English Teaching Country files for all Areas  
FY'62 and '63 plus misc. corres. FY'63 and  
FY-61 Domestic circulars

Retain

NA/306/48/3/18

87.

Country Files FY-63 - Far East & Near East

88.

Country files FY-63 - Latin America & Europe  
(thru Italy)

89.

Country files FY-63 - Europe Cont. (Poland-  
Yugoslavia); BNC Financial Statements FY-62;  
govt agencies; private organizations, and  
monthly reports

NA/306/48/3/17

90.

FY-62 - Misc. corres., BNC materials, personal  
folders, and Chron files

91.

FY-62 - Africa (Algeria - Morocco)

92.

FY-62 - Africa cont. (Malagasy-Upper Volta);  
FY-61 Domestic Circulars

Item No. 28

Lot No. 64 D 238 IMS/A Unclass 1950-1955

MOA III,555.3d(1)c

93.

Contract file folders

Item No. 29

Lot No. 64 D 304 IMS/L Conf 1953-1962

Retain

Film program - material accumulated by Jack Evans

94.

Mr. Shelton's Speeches 1957-58 thru Photos and  
Other material I/R

95.

Source Material thru IMS Seventh Annual report

Item No. 30

Lot No. 64 D 209 IMS/O conf 1950-1963

Retain

Title files of films that have been retired by  
the Agency for current Programming because of  
expiration of use of rights, obsolete content  
or other reasons

96.

Title files from "A" thru "O"

97.

Title files "P"

98.

Title files "R" thru "W"

Scott Roley

# National Archives at College Park



8601 Adelphi Road College Park, Maryland 20740-6001

Date : JAN 4 1995

Reply to  
Attn of : NIR

Subject: USIA records in WNRC

To : NCF *AK 1/05*

This refers to our memorandum of November 3, 1994. We have completed our review of selected unscheduled records of the United States Information Agency (USIA) located in the Washington National Records Center. These are the results:

The following records are scheduled as **disposable** under Job No. N1-306-94-3, Item 1:

- WNRC Acc. No. 306-63A190 boxes 507-510
- WNRC Acc. No. 306-63A190 box 517

The following records are scheduled as **permanent** under Job No. N1-306-93-4, Item 1:

- WNRC Acc. No. 306-62A619 box 23
- WNRC Acc. No. 306-63A190 box 476
- WNRC Acc. No. 306-63A190 box 477\*
- WNRC Acc. No. 306-63A190 box 478
- WNRC Acc. No. 306-63A190 boxes 479-480\*
- WNRC Acc. No. 306-63A190 box 491
- WNRC Acc. No. 306-63A190 box 492\*
- WNRC Acc. No. 306-63A190 boxes 493-506
- WNRC Acc. No. 306-63A190 boxes 511-516
- WNRC Acc. No. 306-65A175 boxes 108-110\*
- WNRC Acc. No. 306-65A1075 boxes 177-178
- WNRC Acc. No. 306-66A274 box 115
- WNRC Acc. No. 306-66A1129 boxes 132-133
- WNRC Acc. No. 306-68A1415 boxes 216-222
- WNRC Acc. No. 306-69A6135 boxes 123-124
- WNRC Acc. No. 306-72A5121 boxes 299-300
- WNRC Acc. No. 306-72A5121 box 303\*\*
- WNRC Acc. No. 306-74-20 boxes 1-3
- WNRC Acc. No. 306-75-41 boxes 1-4
- WNRC Acc. No. 306-77-12 boxes 1-2

\* These boxes are no longer on the shelf. They were charged out in the early 1970s to the USIA historian. We recommend that you consider them permanent withdrawals.

STANDARD FORM 135 JULY 1961 EDITION GENERAL SERVICES ADMIN. REG. 3-IV-302.00	RECORDS TRANSMITTAL AND RECEIPT	TO BE COMPLETED BY FEDERAL RECORDS CENTER
		ACCESSION NO. <b>65 A 564</b>

INSTRUCTIONS Send original and two copies to appropriate Federal Records Center. EXCEPTION—Send original and three copies to the Alexandria, Virginia, Center	SIGNATURE <i>[Signature]</i>	DATE RECORD RECEIVED <b>2/15/65</b>
	TITLE <b>CHIEF, ACCESSION &amp; DISPOSAL SECTION FRC, GSA, BLDG. 1, ALEX., VA.</b>	

FROM: (Name and address of Agency transferring records)  <b>Department of State 21st and Virginia Ave., N.W.</b>	TO: <b>Federal Records Center, GSA Alexandria, Virginia</b>
--	---

1. CITE SECURITY CLASSIFICATION AND/OR RESTRICTION ON USE OF RECORDS, IF ANY. Available to officials of other Federal agencies and non-government researchers only upon approval of the U.S. Information Agency.

2. SQUARE FEET OF SPACE CLEARED		3. FILING EQUIPMENT EMPTIED		4. CUBIC FEET OF RECORDS TRANSFERRED	
A. OFFICE <b>71</b>	B. STORAGE	A. FILE CABINETS (No.)	B. TRANS. TUBS (No.)	C. SHELVING (No. PA)	<b>203</b>

5. NAME OF AGENCY CUSTODIAN OF RECORDS <b>Mr. Charles A. Patterson</b>	6. BUILDING AND ROOM NO. <b>State Dept., Room 1919</b>	7. TELEPHONE NO. <b>Code 182, Ext. 6561</b>
---	---	--

8. MAY THE RECORDS BE DESTROYED AS SCHEDULED WITHOUT FURTHER AGENCY CONCURRENCE?  YES  NO

9. AGENCY OFFICIAL (Signature) <i>[Signature]</i>	10. TITLE <b>USIA Records Management Officer</b>	11. DATE <b>Jan. 15, 1965</b>
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12. BOX NUMBERS <b>FRC ONLY</b>	13. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES (Show organizational component number records)	14. DISPOSAL PRIORITY (Schedule and Class No.)
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	<p><b>Item No. 1</b> Lot No. 62 D 288 I/R <u>Unclass.</u> 1953-1960</p>	
1.	USIA Press Releases - Aug. 1953 to Dec. 1960	
	<p><b>Item No. 2</b> Lot No. 62 D 281 IAE <u>Secret</u> 1955-1962</p> <p>Record copies of subj. communications and other official documents pertaining to USIA operations in France, and background material (Reference &amp; factual) on France &amp; the French Territories.</p>	
2.	<p><u>Record Copies</u> Actions - Outgoing - 1961 Actions - Outgoing - Miscellaneous - 1960</p>	
3.	<p>Actions - Incoming - Algeria - 1959 Cable Exchanges Between USIA &amp; Paris - 1958</p>	
4.	<p>Administration; Vehicles &amp; Claims - 1956 thru 1961; Personnel - France - Local 1958 thru 1961</p>	
5.	<p>Assessment Reports - France 1955 thru 1961 ICS - English Teaching American Studies 1954 thru 1961</p>	
6.	<p>Exhibits - General - Media 1958 thru 1961 Af ro-Asian Students - USSR 1960 &amp; 1961</p>	(over)

LOCATION IN FEDERAL RECORDS CENTER  
 Building # 2118  
 Floor 4  
 Row 4471 Sec. 31-4  
 4470

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	7.	IES Budget Program Planning Reports 1960 & 1961 IOC - Ajaccio (Town Aff.) 1955 thru 1961	
	8.	IPS - Information & Documents - 1954 thru 1961 Bordeaux - PAO bi-weekly Reports - 1957 thru 1961	
	9.	Special Projects - Old No.1 - 1956 thru 1960 Tours - PAO Bi-weekly Reports - 1957 thru 1961	
	10.	France: Toulouse - 1959 & 1960 France: Algeria Negotiations - 1960 & 1961	
	11.	France: Algeria OAS - 1961 France: Tunisia (Bizerte) UN Special Sessions 1961	
		<u>Background Material</u>	
	12.	France: Abbreviations - 1958 & 1960 France: Presidential Elections - 1958	
	13.	France: Elections: overseas, cantonal, dept., and by-elections - 1957 thru 1961 France: Misc. - 1961	
	14.	France: Misc. 1957 thru 1960 France: Trade fairs (province) 1956 thru 1961	
	15.	Visits to US - Journalists - 1961 France: Women's Affairs - Leaders Grants (Dept. of Lab.) 1960-1961	
	16.	Biographical (Alph.) 1955 thru 1962 France: Albania, Australia, Austria, Algeria 1958-1961	
	17.	Algeria - 1960-1962 France: Maghreb 1958-1961	
	18.	Malagasy Republic thru Zanzibar	
		Item No. 3 Lot No. 63 D 362 IAE Secret 1961-1963	Retain
	19-24.	Records belonging to the Berlin Task Force	
		Item No. 4 Lot No. 64 D 305 IAE Secret 1960-1962 General Country Files	Retain
	25.	Norway, Denmark - 1962	

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	26.	Denmark, Finland 1962	
	27.	Finland, Sweden 1962	
	28.	Sweden 1962, Norway 1960	
	29.	Actions-in, Actions-out 1962	
	30.	Germany 1962	
	31.	Germany, Austria 1962	
	32.	Austria 1962	
	33.	Germany 1961	
	34.	Germany 1961, Actions-in, actions-out 1960-62	
		Item No. 5	
		Lot No. 64 D 337 IAE Secret 1959-1962	Retain
	35-36.	Iceland - General Country files 1959-1962	
		Item No. 6	
		Lot No. 64 D 378 IAN Secret 1955-1963	Retain
	37-38.	Tops of misc. messages - GTI and South Asia	
		Item No. 7	
		Lot No. 64 D 379 IAN Secret 1954-1962	Retain
	39.	Action messages - Near East & GTI	
		Item No. 8	
		Lot No. 64 D 395 IAN Secret 1954-1963	
	40-42.	IAN/GTIC & misc. messages 1954-63 - Stripped Iran Joint Weeka's tops 1962 & Iran Joint Weekas 1959-61 - not stripped.	
		Item No. 9	
		Lot No. 64 D 399 IAN Secret 1958-1961	Retain
	43.	Misc. messages - Near East & South Asia	
		Item No. 10	
		Lot No. 64 D 400 IAN Secret 1955-1962	Retain
	44.	Action Messages - South Asia and GTI	



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~~Item No. 11  
Lot No. 64 D 414 IBS/ET Class 1949-1959  
New York and Washington Contracts~~

~~45. Contracts IA-NY-3009 thru IA-NY-6025~~

~~46. Contracts IA-NY-1947 thru IA-NY-2981~~

~~47. Contracts IA-NY- 480 thru IA-NY-2061~~

~~48. Contracts IA-NY- 2 thru IA-NY- 467~~

~~49. Contracts SCC-la-691 thru SCC-la-2976~~

~~50. Contracts SCC-la-3082 thru IA-NY-8746~~

~~51. Contracts SCC-la-1985 thru la-3084~~

~~52. Contracts NY-la-3026 thru NY-la-3328~~

~~53. Contracts SCC-la- 746 thru SCC-la-1625~~

~~54. Contracts SCC-la-1639 thru SCC-la-2563~~

~~55. Contracts SCC-la-1399 thru SCC-la-2963~~

*Disp 1/20/66*

Retain

Item No. 12  
Lot No. 64 D 432 IBS/ET Unclass 1953-1955

56. Fiscal records & pertinent corresp. of Honolulu  
Relay Station for Fiscal Years 1954 & 1955

Retain

Item No. 13  
Lot No. 64 D 438 IBS/RC Unclass 1962-1963

57. "Time & Tune in English Speech-Early Version #1"  
"Time & Tune in English Speech-Early Version #2"  
"Time & Tune in English Speech-Early Version #3"  
Scripts - IBS/RC - Radio English Teaching  
Branch and IBS/RC: Radio English Teaching  
Branch BBC-VOA trial scripts

Retain

*NA 1306 48 3 37 y*

Item No. 14  
Lot No. 64 D 386 ICS/CA Secret 1960-1962  
Admin. & Program files for Africa

58. Admin. & Program Activities-Cameroon-Senegal FY-61

59. Admin. & Program Activities-Sierra Leone-  
Upper Volta FY-61; Burundi-Liberia FY-62

Retain 

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60.

Admin. & program activities-Libya-Zanzibar FY-62

Item No. 15

Lot No. 64 D 483 ICS/CL Secret FY-1962  
Files covering Information Center, Binat. Center,  
Presentation & other cultural programs for  
Latin American Branch

Retain

61.

Files for Argentina, Bolivia, Brazil

62.

Files for Br. Guana, Chile, Colombia, Ecuador,  
Costa Rica, Dominican Republic, El Salvador,  
F.W.I., Guatemala, Haiti, Cap Haitian,  
Honduras, Jamaica

63.

Files for Mexico, Nicaragua, Panama, Paraguay,  
Peru, Trinidad, Uruguay, Venezuela

Item No. 16

Lot No. 63 D 161 ICS/P Conf. 1950-1959  
Records of special presentation projects

Retain

64.

What Eisenhower Thinks - to Minor Presentation  
Projects 1950-51

65.

American Bookshelf-to-The Economy of the  
American People, Progress, Problems and  
Prospects

66.

El Atomo: Esperanza de la Humanidad-to-Intro-  
duction A La Musica American Contemporanea,  
Chase

67.

Japan Society-to-Osborn Correspondence

68.

Our American Heritage-to-The Work of Town  
Planning Ass. in Latin America, 1945-56

Item No. 17

Lot No. 64 D 458 ICS/PT Conf. 1958-1962

Retain

N1/306/98/3/53

and

N1/306/98/3/56

69.

Field Corresp. - 1959-61 and Corresp. to  
Franklin Publications, Inc. 1958-June, 1962

Item No. 18

Lot No. 64 D 473 ICS/PT Unclass 1946-1955  
Boxes #1 & #2 records of Japanese/Korean and  
boxes #3 thru #8 records of German/Austrian  
book translation program run by the Dept.  
of Army

Retain

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70.

CJF Corresp. (1951-52); CIE-SCAP (Army) 1951-52;  
Publishers A-Z (1946-55); Shipping Notices  
(1952-54); CJF Orders (Japan) 1952-54;  
Tokyo Corresp. (1952-55); Authors A-Z  
(1949-55)

71.

Korea Corresp. other than theater (1947-49);  
Korean Corresp. (1947-49); Royalty Accounting  
& Ltrs. Pert. Royalties (1948-51); Royalty  
Status Scap-cie Program (1951); Receiving  
reports, Quartermaster inf. journal (Japan)  
(1952-53); Library of Congress (1948-52);  
American Book Publishing Council (1947-53);  
Material Japanese Translation Prog. (1949-54);  
Japan-Data Sheets (1949-53); Interoffice  
Memos (1951-52); NYFO - Interoffice Memos  
(1949-51); Proprietors of copyright (1948);  
State Dept. (1947-51); Reports on Status  
of Translations rights contracts (1949-50);  
Corresp. & Royalties (1951); Clippings &  
News Items (Book translation Japan) 1949;  
Books to Japan (1947); Policy Folder (1949);  
Books Published in Japan (1948-52)

72.

Germany - Corresp. (1951-55)

73.

Austria - Corresp. (1951-55)

74.

Publishers A-Z (1947-55)  
Authors A-H (1947-55)

75.

Authors I-Z (1947-55); Gen. Corresp. A-Z  
(private individuals & organizations) 1947-55;  
Wash. Corresp. (1949-50); Translations &  
Publication Plays (1947-48); American Book  
Publishers Council (1947-55); Library of  
Congress (1948-54)

76.

Infantry Journal (1948-54); Germany-Austria  
1950 Contracts; Contracts listed by Publ.  
1947-49; Austria Corresp. & Data Sheets  
1948-52; Wash. Corresp 1951; Contracts  
1951; Interoffice memos 1950-54; Baldwin  
file 1953-54; File on Currency reform 1948

77.

Orders to Infantry Jour. 1950-54; Interoffice  
memos 1955; Contracts by Publ. 1947-49;  
Copyright Matters 1947; Info on German & Austrian  
Publ. 1948; USIA reports on G/A program 1950-54;  
Am. Library Ass. 1953-56; Royalties 1951-54;  
Data sheets on Germany 1947; Infantry Jour. 1955;  
Infantry Jour. Contracts (Drafts 1950); Film.

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AGENCY

Department of State

DATE

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BOX NUMBERS		DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	DISPOSAL AUTHORITY
FRC ONLY	AGENCY		
		Item No. 19 Lot No. <u>64 D 527</u> ICS/PT Unclass 1948-1955 Publishers files	Retain until 1974
	78.	Publishers A to D	
	79.	" E to L	
	80.	" M to Rho	
	81.	" Ric to Y	
		Item No. 20 Lot No. 64 D 516 IGC Secret 1953-1956	Retain
	82.	Records of Mr. Edward O'Connor, consultant to the Office of the General Counsel	
		Item No. 21 Lot No. 64 D 425 IMS Secret 1957-1961 Foreign Production title files & script files	Retain
	83.	Title files for Latin America, Africa, N.East	
	84.	Title files for N.East, Africa, Europe, General files	
	85.	Title files for Far East	
	86.	Script files for Far East	
	87.	Script files for Far East, Latin America, Europe	
	88.	Script files for Europe, Latin America, F. East, Near East, and Africa	
	89.	Script files for Far East, Near East & Africa	
		Item No. 22 Lot No. 64 D 396 IMS/A Conf. 1953-1955	Retain
	90.	Redetermination Audits and worksheets	
		Item No. 23 Lot No. 64 D 397 IMS/A Conf. 1953-1960	Retain
	91.	Open-end contracts	

N1/306/98/  
3/57

TEMP

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BOX NUMBERS		DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	DISPOSAL AUTHORITY
FRC ONLY	AGENCY		

Item No. 24  
 Lot No. 58 D 376 IMS/O Secret 1950-1954 Retain

92. NEA Area Country Papers and Directives 1953-54  
 Country papers and guidance 1950-51-52-53  
 Field communications, all areas, concerning  
 development of TV facilities abroad and  
 Statistical reports - Mopix Dist. at NEA posts

Item No. 25  
 Lot No. 62 D 246 IMS/PM Conf. 1950-1961 Retain  
 Master files (title files) on motion pictures  
 which have been produced & are in USIS film  
 libraries or files on films which were  
 contemplated but cancelled for various reasons

93. Alex Olmedo (1959) thru Atoms for Peace -  
 Fuel Element (1956)

94. Atom Power & the U.S. (1956) thru Automation  
 (1951)

95. Ballet in America (1956) thru Concert Artists  
 (1961)

96. Calif. Institute of Tech. 1957 thru "In Which  
 We Live" IGY scripts 1956

97. "In Which We Live" 1955 thru Language Project 1959

98. Made in the USA scripts 1959 thru Music Circus  
 1950

99. The Museum (corresp.) 1956 thru Pattern for  
 Peace 1956

100. Peaceful Coexistence 1954 thru A Report to the  
 World Part II (The Free World at Work) 1953

101. Salk Polio Vaccine 1957 thru The States & The  
 Nation 1955

102. Negro in Amer. Life I 1951 thru Women's Internat.  
 League for Peace and Freedom 1952

Item No. 26  
 Lot No. 61 D 294 IOA/B Secret 1958-1959 MOA III, 555.4a &b  
 Official record copies of communications -  
 between field & Wash. used as basis &  
 background for country budgets

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BOX NUMBERS  
DESCRIPTION OF RECORDS WITH INCLUSIVE DATES  
DISPOSAL AUTHORITY

FRC ONLY	AGENCY	DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	DISPOSAL AUTHORITY
		103. Country Files	
		104. Country Budgets, Chron. file, PL 480 file, Local production, & Admin. support file	
		Item No. 27 Lot No. 64 D 322 IOA/BF Secret 1959-1962 Official record copies of communications - between field & Wash. used as basis & background for country budgets	MOA III,555.4 a & b
		105. Country files FY-1962	
		106. Country Budgets, PL-480 file, IMG Program file, Local production file, & PAO Financial Plans FY-1962	
		107. Admin. Support FY-1962, OCB Reports, Dec. 11, 1957 - Jan. 19, 1961, and Audit reports (Burma 6/9/60; Cambodia 5/26/60; Korea 8/14/59; Taiwan 7/23/59; Thailand 11/13/59)	
		Item No. 28 Lot No. 64 D 336 IOA/BN Secret FY-1962 USIS Missions - Country Data files and Country Budgets Est. (PL-480)	Retain
		108. Country Data files FY-1962 (Afghanistan thru Pakistan)	
		109. Country data files FY-1962 (Jordan thru Yemen) Country Budgets (PL-480) FY-1962	
		Item No. 29 Lot No. 64 D 441 IOA/M Secret 1958-1962 Country plans for FY-61 & '62, Assessment report for FY-1962, and Inspection reports	Retain
		110. Country plans FY-1961 & '62 Assessment reports for FY-1962	
		111. Inspection reports for 1958 thru 1962	
		Item No. 30 Lot No. 64 D 328 IOA/S Secret FY-1962 Corresp. concerning official vehicles & supplies and equip purchased by the agency for overseas posts	MOA III,555.3d (1)a & 555.12
		112. Supplies & Equip - Argentina to Syria (IAL & IAN)	
		113. " " " - Cameroun to Zanzibar (IAA)	

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Department of state

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BOX NUMBERS		DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	DISPOSAL AUTHORITY
FRC ONLY	AGENCY		
	114.	Supplies & Equip.- Australia - Yugoslavia (IAF & IAE)	
	115.	Vehicles - Austria - Viet-Nam (IAE, IAL, & IAF)	
	116.	Vehicles - Afghanistan - Upper Volta (IAN & IAA)	
		Item No. 31 Lot No. 64 D 423 IOP Secret 1951-1954 Subject & Country files on Bacteriological Warfare and Subject files on the Korean War	Retain
	117.	Bacteriological Warfare - Subject files	
	118.	Bacteriological Warfare - Country files	
	119.	Korean War - Subject files	
		Item No. 32 Lot No. 63 D 11 IOP/G Secret 1962 Cable tops for months of October & Nov., 1962	Retain
	120.	Telegram tops Nov. 1 - 30,	
	121.	Telegram tops Oct. 1 - 31	
		Item No. 33 Lot No. 64 D 256 IOP/G Secret 1964 Cable tops	Retain
	122.	1/1/64 to 1/20/64	
	123.	1/20/64 to 2/13/64	
	124.	2/14/64 to 3/13/64	
	125.	3/14/64 to 3/31/64	
	126.	4/1/64 to 4/30/64	
	127.	5/1/64 to 5/15/64	
	128.	5/15/64 to 5/31/64	
		Item No. 34 Lot No. 64 D 344 IOP/LM Secret 1954-1964	Retain
	129.	Action copies & corresp. 1954-1963, and Class. message tops 1954 thru June 1964	

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AGENCY  
Department of State

DATE  
Jan. 15, 1965

BOX NUMBERS		DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	DISPOSAL AUTHORITY
FRC ONLY	AGENCY		
		Item No. 35 Lot No. 63 D 347 IOP/P Secret 1956-1961	Retain
130.		Performance rating committee material 1959-61 and misc. material 1956-61	
		Item No. 36 Lot No. 64 D 253 IPS/EE Unclass. 1960-1963 Record copy of news material sent to the European area via Army Signals corps channels (ref. to as Signals) & the hard copy of the Special East European file	MOA III,555.15a- Box 1; Retain Box 2
131.		Hard copy-Special East European file 3/1-7/31/63	
132.		Signals Corps - Sept.1960 - July 1961, Oct. 1961	
		Item No. 37 Lot No. 64 D 289 IPS/EE Unclass 1963 Hard copy of the European Wireless file	MOA III,555.15a
133.		European Wireless file hard copy 8/1-10/31/63	
134.		" " " " " 11/1-12/31/63	
		Item No. 38 Lot No. 64 D 295 IPS/EE Unclass 1963 Record copy of news material sent to the European area via Army Signals Corps channels	Retain
135.		Signals Corps material - Jan.,Feb., March 1963	
136.		" " " - April, May 1963	
137.		" " " - June,July,Aug. 1963	
138.		" " " - Sept.,Oct., 1963	
139.		" " " - Nov., Dec. 1963	
		Item No. 39 Lot No. 64 D 345 IPS/EL Secret 1962 Files include guidances, guides, etc. and country files	Retain
140.		Guidances, news policy notes, info memos, info guides, State & USIA Circulars, country Assessment reports, budget reports	
141.		Country files for the Latin America Area	



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BOX NUMBERS		DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	DISPOSAL AUTHORITY
FRC ONLY	AGENCY		
		Item No. 40 Lot No. 64 D 440 IPS/EN Unclass 1960-1961	Retain
142.		Operations Memorandum & Telegrams - action copies which came in to the Agency fr the N.East Post	
		Item No. 41 Lot No. 64 D 455 IPS/EN Unclass. 1958-1959	MOA III, 555.15a
		Permanent copies of the N.East, S.Asian Wireless File	
143.		N.East Wireless file 1/3-4/4/58	
144.		N. East Wireless file 4/7-7/3/58	
145.		N. East Wireless file 7/7-8/29/58	
146.		N. East Wireless file 9/2-11/21/58	
147.		N. East Wireless file 11/25/58 - 2/27/59	
148.		N. East Wireless file 3/2-5/22/59	
149.		N. East Wireless file 6/5-8/10/59	
150.		N. East Wireless file 8/17-10/11/59	
		Item No. 42 Lot No. 64 D 286 IPS/OP Secret 1959-1962	Retain
		Country files for all principal USIS Posts in L. America, Africa, West Europe, E. Europe, N. East and F. East Areas	
151.		Afghanistan thru Iceland	
152.		India thru Panama	
153.		Paraguay thru Yugoslavia	
154.		Accra (Ghana) thru India (Calcutta)	
155.		India (New Delhi) thru Pakistan (Karachi)	
156.		Panama thru Yugoslavia	
157.		Latin Am. (Argentina thru Venezuela) and West Europe (Austria thru UK)	
158.		East Europe ( Yugoslavia & All other East Europe) and N. East (Afghanistan thru United Arab Republic)	

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BOX NUMBERS		DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	DISPOSAL AUTHORITY
FRC ONLY	AGENCY		
159.		Far East (Australia thru Vietnam) and Africa (Abidjan thru Zanzibar)	
		Item No. 43 Lot No. 64 D 323 IPS/OP Conf. 1950-1962 Regional Service Centers (Manila, Beirut, & Mexico) Monthly reports of Prod. & shipping	Retain
160.		EPC London FY-1951 - FY-1955 (closed) RSC Beirut FY-1954 - FY-1962 RSC Manila FY-1952 - FY-1955	
161.		RSC Manila FY-1956 - FY-1962	
		Item No. 44 Lot No. 64 D 472 IPT/PS Unclass 1948-1953	MOA III,555.2C
162-163.		Position descriptions for domestic employees of USIA	
		Item No. 45 Lot No. 64 D 422 IPT/TO Secret 1954-1959 File on each Junior Officer while in Training, Class I thru XIII, and a Gen. folder for each year	Retain
164.		Junior Officer Trainee - Adelman, Sime H. thru Manville, Harrington	
165.		McCloskey, William B., Jr. thru Trimingham, Robert	
166.		Undeland, Richard E. thru Zischke, Douglas A. Gen. JOT Folders - 1954 thru 1959	
		Item No. 46 Lot No. 60 D 151 IRI/A Secret 1954-1957	Retain
167-178.		IRI/AL Research reports incl. file subjects	
		Item No. 47 Lot No. 57 D 124 IRI/P Secret 1955	Retain
179-180.		General records (front office) for Production Division	
		Item No. 48 Lot No. 59 D 394 IRI/S Unclass. 1955-1957 Satellite files	Retain
181.		Satellites - 1956 (Agri. thru Ed. & Culture)	

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BOX NUMBERS		DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	DISPOSAL AUTHORITY
FRC ONLY	AGENCY		
182.		Satellites - 1956 (Foreign Policy thru Propaganda)	
183.		Satellites - 1956 (Religion thru Youth) 1955 (Atom thru Economic Failures)	
184.		Satellites - 1955 (Ed. & Culture thru General)	
185.		Satellites - 1957 (Agriculture thru Youth)	
		Item No. 49 Lot No. 64 D 279 IRS Secret 1955-1964	Retain
186.		Telegram Tops	
		Item No. 50 Lot No. 64 D 288 IRS/AN Secret 1954-1964	Retain
187-188.		Telegram Tops	
		Item No. 51 Lot No. 64 D 326 IRS/LS Unclass. FY-1962 Procurement records of purchases made through the vendors and Posts for materials used in the Agency program	MOA III, 555.3d (1) a
189.		Purchase Order #'s 20201-21525; Govt. Printing Office procurements, petty cash orders, & PL 480 requests	
190.		Purchase Order #'s 21526-27099	
		Item No. 52 Lot No. 61 D 237 ITV Secret 1958 Post files, USIA Circulars, Off. Inf. Letters, Memoranda to & fr the Director, ITV, Gen. Corresp., and Television Staff Meetings	Retain
191.		Post Files	
192.		Other files	
		Item No. 53 Lot No. 64 D 380 ITV Secret 1959-1961 Front office files for the Television Service, cable files and gen. corresp. files	Retain
193.		1960 cable files	
194.		1959 corresp. files	
195.		1960, 1961 misc. corresp. files	

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Item No. 54

Lot No. 64 D 96 ITV/M Secret 1955-1962

Retain

Program Manager's office files for the Television Service - listed by Agency element or subj.

196.

ITV Liaison with Commercial TV &amp; Private Industry, ITV Programming files, Inter-agency files

197.

ITV/M Projects

Item No. 55

Lot No. 64 D 360 ITVMS Secret 1962

Retain

TV Program Folders, Corresp. fr Posts &amp; Field Office response, TV program usage &amp; placement forms and all misc. corresp. and other material deemed inactive and ready for retirement

198.

Unclass - TV programs (A to Z) - dist, placement &amp; usage reports, corresp., etc.

199.

Unclass. - Panorama Panamericano - scripts, research mat., usage &amp; placement reports, corres. with posts, gen. corres., dist, etc.

200.

Unclass. - TV development in Latin America, usage, dist, shipping records, placement of series programs; - Science report; Jazz USA; Americans at Work

201.

Unclass. - Research material, "Let's Learn English" - Usage, placement, shipping records, corres. with posts, Misc.: subj. files, Alliance for Progress-Gen., Visits, STVJ-Miami, Admin. Acquisition, etc.

202.

Classified - Incoming &amp; Outgoing corres USIA posts, all class. portions of contents in Boxes 1, 2, 3, and 4

203.

Training films, research, etc.

Box 197  
ONLY CONTAINS  
LOT 64 D 96

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**RECORDS TRANSMITTAL  
AND RECEIPT**

**TO BE COMPLETE**  
ACCESSION NO.  
65 A 1075

**FEDERAL RECORDS CENTER**  
RECORD GROUP NO.  
306

**INSTRUCTIONS**  
Send original and two copies to appropriate Federal Records Center.  
**EXCEPTION**—Send original and three copies to the Alexandria, Virginia, Center

SIGNATURE  
*D. R. Williams*  
**CHIEF, CIVILIAN RECORDS BR.  
ALEXANDRIA.**

DATE RECORDS RECEIVED  
*5/26/65*

FROM: (Name and address of Agency transferring records)  
Department of State  
21st and Virginia Avenue, N.W.

TO: Federal Records Center, GSA  
Alexandria, Virginia  
*Secret*

1. CITE SECURITY CLASSIFICATION AND/OR RESTRICTION ON USE OF RECORDS, IF ANY Available to officials of other Federal agencies and non-government researchers only upon approval of the U.S. Information Agency

2. SQUARE FEET OF SPACE CLEARED 3. FILING EQUIPMENT EMPTIED 4. CUBIC FEET OF RECORDS TRANSFERRED  
A. OFFICE B. STORAGE C. FILE CABINETS (No.) D. TRANS. FILES (No.) E. SHELVING (Lin. Ft.)  
*104* *13* *295 284*

5. NAME OF AGENCY CUSTODIAN OF RECORDS 6. BUILDING AND ROOM NO. 7. TELEPHONE NO.  
Mr. Charles A. Patterson State Dept., Room 1919 182-6561

8. MAY THE RECORDS BE DESTROYED AS SCHEDULED WITHOUT FURTHER AGENCY CONCURRENCE?  YES  NO

9. AGENCY OFFICIAL (Signature) 10. TITLE 11. DATE  
*Thomas H. Whitlock* USIA Records Management Officer May 13, 1965

12. BOX NUMBERS 13. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES 14. DISPOSAL AUTHORITY  
**FRC ONLY** AGENCY (Show organizational component creating records) (Schedule and Item No.)

LOCATION IN FEDERAL RECORDS CENTER  
Building #1  
Floor Row 4472 Sec. 23-31 LOWER

1.	Item No. 1	Lot No. 57 D 646 I/R Unclass. 1953-1957 General press releases issued by I/R, Reports to Congress and Reviews of Operations of the Agency, USIA News, Media pamphlets - IPS, IMS, ICS and 70A, and Agency pamphlet "The U.S. Overseas Information Program".	Retain
2.	Item No. 2	Lot No. 65 D 16 I/R Unclass. 1959 Background material on American National Exhibition in Moscow	Retain
3.		ANEM - Exhibit materials	
4.		Exhibit materials for news release	
5.		Publicity	
6.	Item No. 3	Lot No. 64 D 562 IAE <u>Secret</u> 1960-1963 General Country Files for Iceland, Germany and Austria	Retain
7.		Germany 1963 - Civil Rights thru Religion	
8.		" " Political thru Youth	
9.		" " United States Organizations thru IOS	
10.		Germany 1960-1963 - IOS Name Checks thru Secret Logs	(over)

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AGENCY  
State Dept.

DATE  
May 13, 1965

BOX NUMBERS DESCRIPTION OF RECORDS WITH INCLUSIVE DATES DISPOSAL AUTHORITY

FRC ONLY	AGENCY	DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	DISPOSAL AUTHORITY
		94. IBS/R-Give Aways 1962; IBS/R-NASA 1962	
		95. IBS/R 1962; I-Agency Directory 1962	
		96. IBS/R 1962, Room 2059; IBS/RF-Burmese Desk 1962; IBS/R-Highlights 1962	
		97. IBS/R-NBC Policy as to Appearance of NBC Newsmen on USIA Programs 1962; IBS/RE-Yugoslav Desk 1962	
		98. Program Manager's Folder 1962; Project Backscratch (Backup Material) 1962	
		99. Effectiveness Files 1960; Security Files 1962 - 5/63 - RM 2059 HEW	
		100. Director IBS 1959; Radio TV Exchange 1960	

		<del>Item No. 14 Lot No. 63 D 332 IBS/RA Secret 1960-1961</del>	<del>Retain</del>
		<del>101-102 Post Correspondence</del>	
		<del>Item No. 15 Lot No. 64 D 528 IBS/RF Unclass. 1962 Production Daily Reports and Schedules (IA-502 and IA-504)</del>	<del>MOA III, 555.1 BI and 555.1 BJ</del>
		<del>103. January 1 thru July 31, 1962 - Production Reports and Schedules</del>	<del>Rec'd 1/20/66</del>
		<del>104. August 1 thru December 31, 1962 - Production Reports and Schedules</del>	

N1/306/98/3/36		→ Item No. 15 Lot No. 62 D 265 ICS/C Conf. 1951-1961 European Information Center Files	Retain
		105. Administration and Program Services Files for: Austria, Belgium, Canada, Denmark, Finland, France (Administration) FY 1960	
		106. Administration and Program Services Files for: France (Program Services), Germany, Iceland, FY 1960	
		107. Administration and Program Services Files for: Italy, Netherlands, Norway, and Portugal. FY 1960	
		108. Administration and Program Services Files for: Spain, Sweden, Switzerland, U.K., Yugoslavia. FY-60	

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BOX NUMBERS

DESCRIPTION OF RECORDS WITH INCLUSIVE DATES

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109.

Eastern Europe: Information General, Reports, and Miscellaneous FY 1951-FY 1956

110.

Europe Administration and Operation: Presentation Logs for FY 1958-FY 1960. Statistical and Facility Reports for FY 1957 - FY 1960

Item No. 17

Lot No. 61 D 274 ICS/CE Conf. 1954-1960  
 European Information Center Files

Retain

N4/306/48/3/36

111.

Administration and Program Services Files for: Austria, Belgium, Canada, Denmark, Finland, France, FY-1959

112.

Administration and Program Services Files for: Germany, Great Britain, Iceland, Ireland, FY-1959

113.

Administration and Program Services Files for: Italy, Netherlands, Norway, Portugal, FY-1959

114.

Administration and Program Services Files for: Spain, Sweden, Switzerland, Yugoslavia, FY-1959

115.

Administration and Program Services Files for: Eastern Europe, FY-1955, FY-1956, FY-1958

116.

European Administration and Operation Files, FY-1959, FY-1960

Item No. 18

N4/306/48/3/39

Lot No. 61 D 331 ICS/CF Secret FY-1959  
 Far East Branch Geographical Files

Retain

117.

Administration Program Services and Operation Files for Indonesia, Viet-Nam, Cambodia and Laos

118.

Administration Program Services and Operation Files for Information Centers and Presentation Program for Rangoon, Burma

119.

Administration Program Services and Operation Files for Burma Binational Center, Singapore, Malaya (Kuala Lumpur and Penang)

120.

Administration Program Services and Operation Files for Information Centers, (Presentations and BNC for Thailand and Philippines) Japan, Korea, and Taiwan

# National Archives at College Park



8601 Adelphi Road College Park, Maryland 20740-6001

WFA - PLEASE DO BY  
COB 10/7 & LET ME KNOW.  
cc: @AMP

*Doc 9/30*

Date : September 24, 1996  
Reply to : NCF  
Attn of :  
Subject : RG 306 records at WNRC  
To : Director, Washington National Records Center - NCW

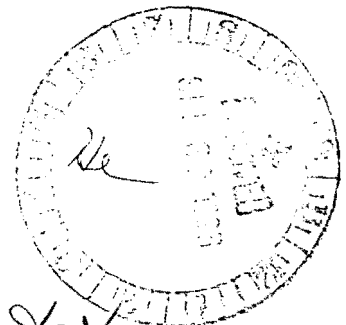
The Records Appraisal and Disposition Division, NIR, recently completed a review of certain accessions "CAPed" under Job No. N1-306-96-3. Please schedule the records as indicated in the attached memorandum. A listing of accessions needing update is attached.

If you have any questions on this assignment, please call Jackie Fultz on (301) 713-7210, extension 233, or via e-mail.

*Alan J. Kramer*  
ALAN J. KRAMER  
Director  
Field Operations Division

Attachment

cc: NIR (Langbart)



*John, for the P/W's use  
this letter as the documentation  
& attach copy to each SF-135*

~~PA 419~~ Assigned to: *J. Smith*  
Due Date: *10/11/96*  
NARS-5 check: *10/22/96*

June 1, 2023 Production 000104

*JAB*  
*9/30/96*



# National Archives at College Park



8601 Adelphi Road College Park, Maryland 20740-6001

Date : September 6, 1996  
Reply to : David A. Langbart, NIRM  
Attn of :  
Subject : Records in WNRC: RG 306  
To : ~~NCF~~ ASMA/10

Described below is action to be taken on records currently CAPed under Job No. N1-306-96-3. An SF 115 covering the remaining CAPed records will be forthcoming.

>> Return to **Unscheduled** status

✓ 306-61A176	boxes 339-340
✓ 306-63A368	box 66
✓ 306-63A791	boxes 95-96
✓ 306-64A853	box 157

>> The following records are not on the shelf and should be considered **Permanently withdrawn**. Delete from 01.

*Hiz's  
SURE?*

✓ 306-61A331	boxes 66-68 - Transfer to N1
✓ 306-63A368	boxes 83-85 - MIA
✓ 306-64A602	boxes 1-2
✓ 306-64A876 786	box 1
✓ 306-64A853	boxes 136-141
✓ 306-64A853	boxes 145-146 - MIA
✓ 306-64A853	box 148 - MIA
✓ 306-65A1075	box 280
✓ 306-65A1075	box 283
✓ 306-65A1075	boxes 286-287
✓ 306-65A1075	boxes 291-292
✓ 306-66A1020	boxes 1-2
✓ 306-66A1129	box 209
✓ 306-66A1129	box 261

>> The following records are scheduled as **Permanent** under the cited authority:

306-72A5121 boxes 325-327 N1-306-87-2, Item 6

Please call me on 30-1713-7110 x235 if you have any questions.

*David A Langbart*

DAVID A. LANGBART  
Military Appraisal Branch  
Records Appraisal  
and Disposition Division

STANDARD FORM 135-A  
 JULY 1961 EDITION  
 GENERAL SERVICES ADMIN.  
 RFS. 3-14-302.00

**RECORD TRANSMITTAL  
 AND RECEIPT  
 (CONTINUATION)**

AGENCY

State Dept.

DATE

May 13, 1965

BOX NUMBERS

FRC ONLY

AGENCY

DESCRIPTION OF RECORDS WITH INCLUSIVE DATES

DISPOSAL AUTHORITY

N1/356/48/40

121.

Administration Program Services and Operation Files for Hong Kong, Australia and New Zealand. Branch Central File folders including plans, procedures, directives and policy for FY-1958 and FY-1959

Item No. 19

Lot No. 61 D 287 ICS/CN Conf. FY-1959 Information Center Program Files for the Near East and Africa

Retain

N1/306/48/31  
41

122.

Program Files for India

123.

" " " Iran, Pakistan and Turkey

124.

" " " Afghanistan, Greece, United Arab Republic (Syria)

125.

Program Files for Belgian Congo to Ghana

126.

" " " Liberia to Union of South Africa

127.

Program Files for Ceylon, Jordan, Israel, Nepal, Sudan, and United Arab Republic

Item No. 20

Lot No. 64 D 272 ICS/CN Conf. FY-1962 Program Files and Book Orders for the Near East and South Asia

Retain

128.

Program Files for Afghanistan, Ceylon, Cyprus, India

129.

Program Files for Iran, Iraq, Jordan, Nepal, Pakistan, Syria

130.

Program Files for Turkey and U.A.R.; Book Orders for Ankara, Athens, Baghdad, Bangalore, Beirut, Bombay, Cairo

131.

Book Orders for Calcutta, Colombo, Dacca, Damascus, Hyderabad, Istanbul, Izmir, Jidda, Kabul, Karachi, Katmandu, Khoramshahr, Lahore, Lucknow, Madras

132.

Book Orders for Nicosia, Salonika, Tehran, Tel Aviv, Trivandrum, NEA Multiple

Item No. 21

Lot No. 64 D 43 ICS/CP Conf. 1959-1961 Field Correspondence

Retain

N1/306/48/3/29  
 TEMP Bx, 133-141

RECORD TRANSMITTAL  
A RECEIPT

TO BE COMPLETED AT FEDERAL RECORDS CENTER

ACCESSION NO.

66 A 274

RECORD GROUP NO.

306

INSTRUCTIONS

Send original and two copies to appropriate  
Federal Records Center.  
**EXCEPTION**—Send original and three copies to the  
Alexandria, Virginia, Center

SIGNATURE

TITLE

*B.M. Cafferty for*  
CHIEF, CIVILIAN RECORDS BR.  
ALEXANDRIA.

DATE RECORDS RECEIVED

10/7/65

FROM: (Name and address of Agency transferring records)

Department of State  
21st and Virginia Ave., N.W.

TO: Federal Records Center, GSA

Alexandria, Virginia

1. CITE SECURITY CLASSIFICATION AND/OR RESTRICTION ON USE OF RECORDS, IF ANY

Available to officials of other Federal  
agencies and non-government researchers only upon approval of the Department of State.

2. SQUARE FEET OF SPACE CLEARED

(SECRET)

FILING EQUIPMENT EMPTIED

4. CUBIC FEET OF RECORDS  
TRANSFERRED

A. OFFICE

B. STORAGE

A. FILE CABINETS (No.)

B. TRANS. FILES (No.)

C. SHELVING (Lin. Ft.)

60

169

169

5. NAME OF AGENCY CUSTODIAN OF RECORDS

Mr. Charles A. Patterson

6. BUILDING AND ROOM NO.

State Dept., Rm. 1919

7. TELEPHONE NO.

182-6561

8. MAY THE RECORDS BE DESTROYED AS SCHEDULED WITHOUT FURTHER AGENCY CONCURRENCE?

YES  NO

9. AGENCY OFFICIAL (Signature)

10. TITLE

USIA Records  
Management Officer

11. DATE

Sept. 22, 1965

12. BOX NUMBERS

DESCRIPTION OF RECORDS WITH INCLUSIVE DATES  
(Show organizational component creating records)

14. DISPOSAL AUTHORITY  
(Schedule and Item No.)

FRC ONLY

AGENCY

ADMINISTRATIVE

GENERAL, BUDGET, AND CORRESPONDENCE FILES 1943-1965  
Item No. 1

Lot No. 65 D 13 I/R Unclass 1957-1963 Retain  
Public speeches, interviews and remarks made  
by Mr. Edward R. Murrow: letters of accep-  
tance, regrets & other misc. corresp. and  
Speeches and articles of previous USIA  
Directors, Allen and Larson

1. Speeches (Edw. R. Murrow) April 1961-Sept. 1963
2. Regrets made by Mr. Murrow in response to invitations for speeches
3. Misc. correspondence (Murrow) 1961-63:  
Articles written by Mr. Murrow. George Allen speaking requests-1958-1960.  
Requests for speakers, 1958-1961.  
Statements by George Allen & Arthur Larson 1957-58.
4. Murrow and other USIA employees' radio and TV appearances, Dec 1962 thru Aug. 1961
5. Murrow & other USIA employees' radio and TV appearances, Aug. 1961-Feb. 1960. Also letters requesting USIA speakers, 1962.
6. USIA speakers, 1960 thru 1962. Requests for Murrow appearances (radio-TV) 1961-63

LOCATION IN FEDERAL RECORDS CENTER  
Building  
Floor  
Row 4008 Sec. 2-7 Lower

Bmc

STANDARD FORM 135-A  
JULY 1961 EDITION  
GENERAL SERVICES ADMIN.  
REG. 3-IV-302.00

RECORDS TRANSMITTAL  
AND RECEIPT  
(CONTINUATION)

AGENCY  
Department of State

DATE  
Sept. 22, 1965

BOX NUMBERS		DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	DISPOSAL AUTHORITY
FRC ONLY	AGENCY		
	71.	Paid Prior year (M) accounts	
	72.	Paid no year activities, (India Wheat, etc)	
		Item No. 16 Lot No. 65 D 50 ICS/P Secret 1943-1955 Country files of the Book translation program and memoranda & misc. project folders	Retain
	73.	Country folders - A thru F (Finland)	
	74.	F (France) thru H	
	75.	I thru Italy: Rome 1946-54	
	76.	I-Italy, Rome 1955 thru M-Malaya	
	77.	M-Mexico thru S-Syria	
	78.	S-Sweden thru Y	
	79.	Memoranda, circulars, and misc. files	
		Item No. 17 Lot No. 65 D 245 IMS Secret 1951-1961 Foreign Production files on special Rathvon project and General and Circular title files	Retain
	80.	Rathvon project by countries	
	81.	Rathvon project and General and Circular files	
		Item No. 18 Lot No. 65 D 327 IMS/PP Secret Thru 1962 Foreign Production title files	Retain
	82.	Far East title files	
	83.	Far East title files	
	84.	Latin America title files & Africa title files	
	85.	Africa and Near East title files	
	86.	Near East title files	
	87.	Near East title files, Europe and Africa title files	
	88.	African title files and Far East title files	

11/306/98  
13/54

STANDARD FORM 135  
JULY 1961 EDITION  
GENERAL SERVICES ADMINISTRATION  
REG. 3-IV-302.00

**RECORDS TRANSMITTAL AND RECEIPT**

**TO BE COMPLETED AT FEDERAL RECORDS CENTER**

ACCESSION NO. <i>66 A 1129</i>	RECORD GROUP NO. 306
SIGNATURE <i>Robert L. Williams</i>	DATE RECORDS RECEIVED APR 29 1966
TITLE CHIEF, CIVILIAN RECORDS BR. ALEXANDRIA.	

**INSTRUCTIONS**

Send original and two copies to appropriate Federal Records Center.  
**EXCEPTION**—Send original and three copies to the Alexandria, Virginia, Center

**FROM:** (Name and address of Agency transferring records)  
Department of State  
21st and Virginia Ave., N.W.

**TO:** Federal Records Center, GSA  
Alexandria, Virginia

1. CITE SECURITY CLASSIFICATION AND/OR RESTRICTION ON USE OF RECORDS, IF ANY. **"SECRET"** Available to officials of other Federal agencies and non-government researchers only upon approval of the U.S. Information Agency

2. SQUARE FEET OF SPACE CLEARED		3. FILING EQUIPMENT EMPTIED			4. CUBIC FEET OF RECORDS TRANSFERRED
A. OFFICE	B. STORAGE <i>137 234</i>	A. FILE CABINETS (No.) <i>39</i>	B. TRANS. FILES (No.)	C. SHELVING (Lin. Ft.)	<i>274</i>

5. NAME OF AGENCY CUSTODIAN OF RECORDS Mr. Charles A. Patterson	6. BUILDING AND ROOM NO. State Dept., Rm. 1919	7. TELEPHONE NO. 182-6561
--	---	------------------------------

8. MAY THE RECORDS BE DESTROYED AS SCHEDULED WITHOUT FURTHER AGENCY CONCURRENCE?  YES  NO

9. AGENCY OFFICIAL (Signature) <i>Thomas M. [Signature]</i>	10. TITLE USIA Records Management Officer	11. DATE April 20, 1966
--	--	----------------------------

12. BOX NUMBERS	13. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES (Show organizational component creating records)	14. DISPOSAL AUTHORITY (Schedule and Item No.)
-----------------	---	---

FRC ONLY	AGENCY	DESCRIPTION OF RECORDS WITH INCLUSIVE DATES (Show organizational component creating records)	DISPOSAL AUTHORITY (Schedule and Item No.)
1.		Item No. 1 Lot No. 54 D 100 I/S Secret 1946-53 Miscellaneous Subject and Name Files	Retain
2.		Item No. 2 Lot No. 54 D 242 I/S Secret 1951-53 Files of the Administrator - IIA/I	Retain
3.		Item No. 3 Lot No. 66 D 102 I/S Secret 1962-66 Chronological Files, Office of Director, 1962-1963 and Log of Operations Center, 1965-1966	Retain
4.		Chron. Files, Jan. - July, 1962	
5.		" " Aug. - April, 1962-1963	
5.		" " May - Dec. 1963 and Log of Operations Center	
6.		Item No. 4 Lot No. 64 D 572 IAE Secret 1958-63 USIS Program Files on Switzerland, Regional Actions, Miscellaneous Files and Country Files on Norway, Canada, London, Belgium, Sweden, Finland, The Netherlands, Denmark, Switzerland, Malta, and Ireland regarding USIS Program Activities	Retain
		1962 Switzerland, Administration to Youth	

June 1, 2023 Production 000109 66A1129

STANDARD FORM 135-A  
JULY 1961 EDITION  
GENERAL SERVICES ADMINISTRATION  
REG. 3-IV-302.00

RECORD TRANSMITTAL  
AND RECEIPT  
(CONTINUATION)

AGENCY  
State Department

DATE  
April 20, 1966

BOX NUMBERS		DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	DISPOSAL AUTHORITY
FRC ONLY	AGENCY		
	7.	1961 Switzerland, Adm. to Chron. - Jan. to Aug. 1963	
	8.	1963 Switzerland, Adm. thru Youth Zurich	
	9.	Malta & Ireland 1963, 1. USIS Program thru Chron. - Aug.-Dec. 1963	
	10.	Johnson's Scandinavian Trip - 1963, Action Copies thru Test Ban Treaty	
	11.	Norway 1963, 1. USIS Program thru 11.1 Atomic Energy	
	12.	Denmark 1963, 1. USIS Program thru 11.1 Atomic Energy	
	13.	Finland 1963, 1. USIS Program thru 10.2 Agr.	
	14.	Sweden 1963, 1. USIS Program thru 11.1 Atomic Energy	
	15.	Belgium 1963, 1. USIS Program thru Actions - Incoming	
	16.	Canada, 1. USIS Program thru Actions -Outgoing	
	17.	The Netherlands 1963, 1. USIS Program thru Actions - Outgoing	
	18.	London 1963, 1. USIS Program thru 2.73 Visitors	
	19.	London 1963, 2.74 Americans Abroad thru Actions - Outgoing	
		Item No. 5 Lot No. 65 D 222 IAF Conf. 1963-65	Retain
	20.	Cable Tops	
		Item No. 6 Lot No. 65 D 514 IAN Secret 1956-63	Retain
	21.	IAN/GTIC and Misc. Messages, 1957-1963 and CENTO Action Copies and Memos, 1956-1951	
		Item No. 7 Lot No. 65 D 210 IGC Unclass. 1957-59	Retain
	22-24	Financial Records of the People to People Program, Foundation Inc.	

STANDARD FORM 135-A  
JULY 1961 EDITION  
GENERAL SERVICES ADMIN.  
REG. 3-IV-302.00

**RECORDED TRANSMITTAL  
AND RECEIPT  
(CONTINUATION)**

AGENCY  
State Department

DATE  
April 20, 1966

BOX NUMBERS  
**FRC ONLY** AGENCY DESCRIPTION OF RECORDS WITH INCLUSIVE DATES DISPOSAL AUTHORITY

- 25. Item No. 8  
Lot No. 65 D 524 IGC Conf. 1948-65  
Misc. Office, Subject and Administrative Files Retain
- 26. IPT - Southwell Manuscript (File relating to controversy) - 1963-65 thru IOS - Misc. IOS matters concerning various operating elements of USIA
- 27. IOS - Security Matters thru Security Hearing Board File of Scott Heuer, Jr., 1955
- 28. Item No. 9  
Lot No. 65 D 525 IGC Secret 1946-64  
Misc. Legislative Records Retain
- 29. HR 8209 - Adm. Expenses Act of 1946 - Amendment to Sec. 15 - 1962 thru Act of 1956 - P.L. 860 - 1961
- 30. Postal Rate Bill & Other Purposes - 1962 thru Testimony of George V. Allen, Jan. 1960
- 31. Item No. 10  
Lot No. 65 D 526 IGC Conf. 1958-64 Retain
- 32. Personnel, E.R. Murrow, President Kennedy, Emergency Planning, White House Seminar and Other Misc. Files
- 33. Item No. 11  
Lot No. 62 D 296 IBS/R Secret 1951-1962 Retain
- 34. Records on Programming, Budget and Engineering for Office of Program Manager
- 35. Item No. 12  
Lot No. 65 D 529 IBS/ET Unclass. FY-1960-63 MOA III, 555.14  
Fiscal Records of Honolulu Relay Station ab, bf & bp
- 36. July 1959 thru Aug. 1961
- 37. Sept. 1961 thru FY-1963
- 38. Item No. 13  
Lot No. 65 D 417 IBS/RA Secret 1960-1963 Retain  
1962 Country Files (African countries), 1962 Incoming and Outgoing Memos, 1961 Letters and FY-1961-62 Budget - Purchase Order Files
- 39. African Country Files thru Budget - Purchase Orders

STANDARD FORM 135-A  
JULY 1961 EDITION  
GENERAL SERVICES ADMIN.  
REG. 3-IV-302.00

**RECOR TRANSMITTAL  
AND RECEIPT  
(CONTINUATION)**

AGENCY

State Department

DATE

April 20, 1966

BOX NUMBERS		DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	DISPOSAL AUTHORITY
FRC ONLY	AGENCY		
	34.	Correspondence - USIS Paris & USIS London (1962) thru IBS/RA (French to Africa Program Review) June 14, 1963	
		Item No. 14 Lot No. 65 D 521 IBS/RC Unclass. 1961-64 Special Events Requests, Special Events Monthly Reports, Incoming Letters - Operation Memos and Messages from Field	Retain Until 1968
	35.	Incoming Letters, Operation Memos, Messages from Field - Dec. 31, 1962-Dec. 31, 1963	
	36.	Requests, July 1962-Dec. 1963 and 1961 NY Logs	
	37.	Monthly Requests for 1961	
	38.	Area Messages and Munich Usage Reports 1962-64	
	39.	Monthly Requests 1961 and 1962	
	40.	Special Events Requests (hoopies) Jan. 1962-June 1962	
	41.	Special Events Requests (hoopies) Jan.-June 62	
	42.	Special Events Requests for Jan.-Dec. 1963	
	43.	Special Events Monthly Reports for 1963	
		Item No. 15 Lot No. 65 D 127 IBS/RE Secret 1959-1961 Subject, Alphabetical and Service Files - Office of the Program Manager, European Div., Office of the Chief	Retain
	44.	Alph. Files - 1959 - ACEN to Jerome Robbins	
	45.	Alph. Files - Khrushchev visit - XYZ, Youth Programming	
	46.	Subject Files - 1959-1961 - Administrative, European Personnel - New York Programming	
	47.	Subject Files - Radio Manager, 1959 - Lithuanian Programming	
	48.	Ukrainian Programming, 1959 - German Programming, 1959	
	49.	German Programming, 1960 - RIAS Programming, 1959	



STANDARD FORM 135-A  
JULY 1961 EDITION  
GENERAL SERVICES ADMIN.,  
REG. 3-IV-302.00

RECORD TRANSMITTAL  
AND RECEIPT  
(CONTINUATION)

AGENCY  
State Department

DATE  
April 20, 1966

BOX NUMBERS		DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	DISPOSAL AUTHORITY
FRC ONLY	AGENCY		
		Item No. 16 Lot No. 65 D 166 IBS/RN Secret 1963-1964	MOA III, 555.lbi
	50.	Near East Division Producers Daily Assignment Schedules	
		Item No. 17 Lot No. 65 D 300 ICS Secret 1959-1961	Retain
	51.	Action Files, 1961-1963 and Minutes of ICS Division Chief's Meetings and Senior Book Committee Meetings, 1959-1963	
		Item No. 18 Lot No. 65 D 328 ICS/CA Secret FY-1963	Retain Until July 1970
	52.	Algeria - Guinea	
	53.	Ivory Coast - Somali Republic	
	54.	South Africa - Zanzibar	
		Item No. 19 Lot No. 64 D 407 ICS/CE Conf. 1959-1962	Retain
	55.	Country Files, Austria thru France - FY-1962	
	56.	" " Germany thru Italy "	
	57.	" " Netherlands thru U.K. "	
	58.	Country File for Yugoslavia; 1961-1962 Wash. Purchase Orders/Petty Cash; 1961-1962 Europe Multiple Orders; 1962 Multiple Order Shipment Notices, and Back Confidential Logs	
	59.	Eastern Europe 1959-1960 Program Services Files - Bucharest, Budapest, Moscow, Prague, Sofia and Warsaw	
		Item No. 20 Lot No. 65 D 463 ICS/CE Conf. FY-1961-63	Retain
	60.	FY-1963 Country Files - Austria thru France	
	61.	" " " Germany and Iceland	
	62.	" " " Italy thru Spain	

N1/306/98/3  
/37

N1/306/98/1  
3/36

N1/306/98/3  
/36

STANDARD FORM 135-A  
 JULY 1961 EDITION  
 GENERAL SERVICES ADMIN.  
 REG. 3-IV-302.00

**RECORD TRANSMITTAL  
 AND RECEIPT  
 (CONTINUATION)**

AGENCY  
 State Department

DATE  
 April 20, 1966

BOX NUMBERS		DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	DISPOSAL AUTHORITY
FRC ONLY	AGENCY		
	63.	FY-1963 Country Files - Sweden thru Yugoslavia	
	64.	Eastern Europe Program Services Files for FY-1961-1962 - Bulgaria, Czechoslovakia, Hungary, Poland, Rumania and USSR	
		Item No. 21 Lot No. 65 D 354 ICS/CN Conf. FY-1963 Program Files of the Near East and South Asia	Retain
	65.	Afghanistan, Ceylon, Cyprus, Greece, India (Hyderabad)	
	66.	India(Lucknow) to (Trivandrum), Iran, Iraq, Israel, Jordan, Lebanon, Nepal	
	67.	Pakistan, Saudi Arabia, Syrian Arab Republic, Turkey, United Arab Republic, Yemen	
		Item No. 22 Lot No. 65 D 388 ICS/CP Unclass. 1961-63 Purchasing Requests from the Field - Purchase Orders, Job Orders, Requisitions and all related Procurement Documents	MOA III,555.3d(1)a
	68.	Abijan - Dacca (I.C.)	
	69.	Dakar - Mogadiscio (I.C.)	
	70.	Monrovia - Zanzibar (I.C.)	
	71.	Buenos Aires - Santiago (BNC) (Argentina) (Chile)	
	72.	Barranquilla - Izmir (BNC) (Colombia) (Turkey)	
		Item No. 23 Lot No. 65 D 428 ICS/EO Lim.Off, Use 1956-63 Project Folders	Retain
	73.	Bonn, Germany thru G-52	
	74.	G-52 #2 thru Community Art Centers (Smithsonian)	
	75.	Highlights Reports FE thru F-167	
	76.	112 thru Dominican Republic - Ciudad Trujillo	
	77.	East Pakistan - Dacca thru A-40	
	78.	S-1722 thru Music in America	

N1/306/98/3/41

STANDARD FORM 135-A JULY 1961 EDITION GENERAL SERVICES ADMIN. REG. 3-IV-302.00	<b>RECORD TRANSMITTAL AND RECEIPT (CONTINUATION)</b>	AGENCY State Department	DATE April 20, 1966
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BOX NUMBERS FRC ONLY	AGENCY DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	DISPOSAL AUTHORITY
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N1/306/98/3  
17

N1/306/98/3/45

N1/306/98/3/51 →

79.	62-074 thru 63-200  Item No. 24 Lot No. <u>65 D 389</u> ICS/O Secret 1950-1962 Files on Advisory Committee on Cultural Information, Advisory Committee on Books Abroad, USIA Arts Subcommittee and State Dept. Subcommittee on USSR Exhibition, Subcommittee on Arts and Subcommittee on Books and Libraries	Retain
80.	Membership files - Advisory Committee on Cultural Information 1952-61; Meeting files - Advisory Committee on Cultural Info. No. 1 thru 8, 11/56-1/58; Subcommittee on Arts 1960; Subcommittee on Books 58-62	
81.	Meeting files - Advisory Committee on Books Abroad Nos. 1 thru 4 2/52-11/52; Advisory Committee on Cultural Info. Meeting files No. 9 thru 18, 4/58-11/61; Joint Subcommittee file 1959	
82.	Meeting files - Advisory Committee on Books Abroad Nos. 5 thru 20, 1/53-10/56	
83.	Item No. 25 Lot No. <u>65 D 435</u> ICS/OA Unclass. 1957-58  U.S. Government Bills of Lading issued by the ICS Administrative Office	GSA Schedule #9, Item 1B(1)
84.	Item No. 26 Lot No. <u>65 D 396</u> ICS/OD Secret 1958-1964 Records on International Trade Fairs and Related Data	Retain
85.	Hecto Mats to '63 thru Paris Air Show 61, 63	
86.	Phom Penh 63 thru Geneva Science Exhibit 62	
87.	Budget Ringbinders FY 64, 65 and Photographs various Trade Fairs to '64	
87.	Item No. 27 Lot No. <u>65 D 329</u> ICS/PEP Conf. 1959-63  Field Correspondence 1959-1963 and Correspondence with Publishers	Retain
87.	Item No. 28 Lot No. <u>65 D 337</u> ICS/PL Secret 1954-64 Country Files of Latin Am. Book Translation Program	Retain

National Archives at College Park



8601 Adelphi Road College Park, Maryland 20740-6001

WMA - PLEASE DO BY  
COB 10/7 - LET ME KNOW.  
@: CHIP

MM 9/30

Date : September 24, 1996  
Reply to : NCF  
Attn of :  
Subject : RG 306 records at WNRC  
To : Director, Washington National Records Center - NCW

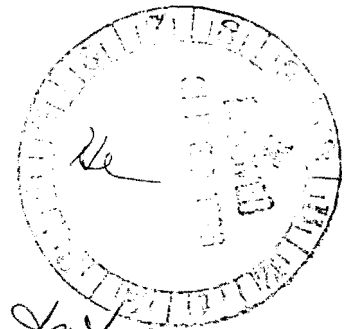
The Records Appraisal and Disposition Division, NIR, recently completed a review of certain accessions "CAPed" under Job No. N1-306-96-3. Please schedule the records as indicated in the attached memorandum. A listing of accessions needing update is attached.

If you have any questions on this assignment, please call Jackie Fultz on (301) 713-7210, extension 233, or via e-mail.

*Alan J. Kramer*  
ALAN J. KRAMER  
Director  
Field Operations Division

Attachment

cc: NIR (Langbart)



*John, for the P/W's use  
This letter as the documentation  
& attach a copy to each ST 135*

~~PA 419~~ Assigned to: *J Smith*  
Due Date: *10/11/96*  
NARS-5 check: *10/22/96*

*JAB*

June 1, 2023 Production 000116

*9/20/96*

# National Archives at College Park



8601 Adelphi Road College Park, Maryland 20740-6001

Date : September 6, 1996  
Reply to : David A. Langbart, NIRM  
Attn of :  
Subject : Records in WNRC: RG 306  
To : NCF *psua/10*

Described below is action to be taken on records currently CAPed under Job No. N1-306-96-3. An SF 115 covering the remaining CAPed records will be forthcoming.

>> Return to **Unscheduled** status

✓ 306-61A176	boxes 339-340
✓ 306-63A368	box 66
✓ 306-63A791	boxes 95-96
✓ 306-64A853	box 157

>> The following records are not on the shelf and should be considered **Permanently withdrawn**. Delete from 01.

*Hic's  
SURE?*

✓ 306-61A331	boxes 66-68. <i>Transfer to NW</i>
✓ 306-63A368	boxes 83-85 - <i>MIA</i>
✓ 306-64A602	boxes 1-2
✓ 306-64A876 - 786	box 1
✓ 306-64A853	boxes 136-141
✓ 306-64A853	boxes 145-146 - <i>MIA</i>
✓ 306-64A853	box 148 - <i>MIA</i>
✓ 306-65A1075	box 280
✓ 306-65A1075	box 283
✓ 306-65A1075	boxes 286-287
✓ 306-65A1075	boxes 291-292
✓ 306-66A1020	boxes 1-2
✓ 306-66A1129	box 209
✓ 306-66A1129	box 261

>> The following records are scheduled as **Permanent** under the cited authority:

✓ 306-72A5121	boxes 325-327	N1-306-87-2, Item 6
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Please call me on 30-1713-7110 x235 if you have any questions.

*David A Langbart*

DAVID A. LANGBART  
Military Appraisal Branch  
Records Appraisal  
and Disposition Division

June 1, 2023 Production 000117

(USIA)

STANDARD FORM 135  
JULY 1961 EDITION  
GENERAL SERVICES ADMIN.  
REG. 3-IV-302.00

**RECORDS TRANSMITTAL  
AND RECEIPT**

**TO BE COMPLETED**

**FEDERAL RECORDS CENTER**

ACCESSION NO.  
67 A 222

RECORD GROUP NO.  
306

**INSTRUCTIONS**  
Send original and two copies to appropriate  
Federal Records Center.  
*EXCEPTION*—Send original and three copies to the  
Alexandria, Virginia, Center

SIGNATURE  
*J. C. Williams*  
TITLE  
**CHIEF, CIVILIAN RECORDS BR.  
ALEXANDRIA.**

DATE RECORDS RECEIVED  
**OCT 21 1966**

FROM: (Name and address of Agency transferring records)  
**Department of State  
21st and Virginia Ave., N.W.**

TO: **Federal Records Center, GSA  
Alexandria, Virginia**

1 CITE SECURITY CLASSIFICATION AND/OR RESTRICTION ON USE OF RECORDS. IF ANY **SECRET** Available to officials of other Fed. agencies and non-government researchers only upon approval of the U.S. Information Agency

2. SQUARE FEET OF SPACE CLEARED		3. FILING EQUIPMENT EMPTIED			4. CUBIC FEET OF RECORDS TRANSFERRED <b>154 153</b>
A. OFFICE	B. STORAGE <b>13277</b>	A. FILE CABINETS (No.) <b>22</b>	B. TRANS. FILES (No.)	C. SHELVING (Lin. Ft.)	

5. NAME OF AGENCY CUSTODIAN OF RECORDS <b>Mr. Charles A. Patterson</b>	6. BUILDING AND ROOM NO. <b>State Dept., Rm. 1720a</b>	7. TELEPHONE NO. <b>182-6561</b>
---	---	-------------------------------------

8 MAY THE RECORDS BE DESTROYED AS SCHEDULED WITHOUT FURTHER AGENCY CONCURRENCE?  YES  NO

9. AGENCY OFFICIAL (Signature) <i>Thomas W. Woodcock</i>	10. TITLE <b>USIA Records Management Officer</b>	11. DATE <b>Aug. 15, 1966</b>
---	---	----------------------------------

12. BOX NUMBERS	13. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES (Show organizational component creating records)	14. DISPOSAL AUTHORITY (Schedule and Item No.)
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FRC ONLY	AGENCY
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	<p><b>Item No. 1</b></p> <p>Lot No. 66 D 39 IAE Secret 1962-1964 Policy Files, Iceland and Belgium USIS Program Files and Culture and Youth Files</p> <p>1. General Policy Files - 1964; Special Projects-Agricultural thru Monthly Newsletter Corres.</p> <p>2. Montreal World's Fair thru Special Projects - Telstar</p> <p>3. Belgium - 1964; USIS Program - General thru 5.4 Regional Affairs</p> <p>4. 5.41 NATO thru 7. Defense</p> <p>5. Iceland - 1964; USIS Country Program - General thru 7. Defense</p> <p>6. Cultural - 1964; General thru UNESCO</p> <p>7. Youth 1962 - 1963 - 1964; General thru Yugoslavia</p> <p><b>Item No. 2</b></p> <p>Lot No. 66 D 87 IAF Secret 1952-1964 Country Files</p> <p>8. Hong Kong Corres. - 1956 thru Hong Kong - China Reporting Program - 1956</p> <p>9. Hong Kong - CRP - 1957 thru Laos - Weekly Activities Reports, 1961-1962</p>
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<b>Retain</b>
<b>Retain</b>

STANDARD FORM 135-A  
 JULY 1961 EDITION  
 GENERAL SERVICES ADMIN.  
 REG. 3-IV-302.00

**RECORDS TRANSMITTAL  
 AND RECEIPT  
 (CONTINUATION)**

AGENCY  
 Dept. of State

DATE  
 Aug. 15, 1966

BOX NUMBERS		DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	DISPOSAL AUTHORITY
FRC ONLY	AGENCY		
		Item No. 14 Lot No. <u>66 D 264</u> ICS/CL Secret FY-1963 Files covering Information Center, Bina- tional Center, Presentation and other Cultural Programs for Latin American Branch	Retain
NA/306/98 3/38	69.	Files for General File, Argentina, Bolivia, Brazil, British Guiana, Chile, Colombia, Costa Rica, Dominican Republic	
	70.	Files for Ecuador, El Salvador, French West Indies, Guatemala, Haiti, Honduras, Jamaica, Mexico, Nicaragua, Panama, Paraguay, Peru, Trinidad, Uruguay and Venezuela	
		Item No. 15 Lot No. <u>65 D 544</u> ICS/CPG Conf. 1962-1963 Field Correspondence	<del>Retain</del> TEMP
NA/306/98 3/29	71.	A thru G - 1962	
	72.	H thru R - 1962	
	73.	S thru Z - 1962 including complete file on Spacecraft for 1962 and A thru Bi - 1963	
	74.	Bo thru J - 1963	
	75.	K thru O - 1963	
	76.	P thru Z - 1963	
		Item No. 16 Lot No. <u>66 D 234</u> ICS/EO Conf. FY-58-FY-64 Exhibit Project Folders	Retain
	77.	G-79 thru 62-142	
	78.	62-282 thru 63-434	
	79.	63-001 thru 63-084	
	80.	63-085 thru 63-166	
	81.	63-167 thru 63-258	
	82.	63-259 thru 63-393	
	83.	63-394 thru 64-119	
	84.	64-120 thru 64-173	

STANDARD FORM 135-A  
 JULY 1961 EDITION  
 GENERAL SERVICES ADMIN.  
 REG. 5-14-2E 20

**RECORDS TRANSMITTAL  
 AND RECEIPT  
 (CONTINUATION)**

AGENCY

Dept. of State

DATE

Aug. 15, 1966

BOX NUMBERS		DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	DISPOSAL AUTHORITY
FRC ONLY	AGENCY		
		Item No. 17 Lot No. 66 D 223 ICS/EW Unclass. FY-60-61 Exhibit Project Folders	Retain
	85.	Santine - Services Required & Performed thru Contributors: K - L - M	
	86.	Contributors: N - O - P thru Shipping Docu- ments and Inventories (1961) and Sources	
		Item No. 18 Lot No. 66 D 199 ICS/PEP 1959 - 1963 Limited Official Use Only Field Corres., Distribution Material, Budget, Job Orders and Services	Destroy 1970
	87.	Latin American Field Corres. - 1959 to 1963; Budget FY - 1959 to 1963; Job Orders - 1959- 1963; Services - 1959 to 1963 and Distribu- tion Material - 1959 to 1963	
	88.	European Field Corres., - 1959 to 1963	
	89.	Africa, Near East, Far East Field Corres. - 1959 to 1963	
		Item No. 19 Lot No. <u>66 D 37</u> ICS/PL Secret 1944-1962 Country Files of the Latin American Book Translation Program, Circular Files for 1961 to 1962 and Memorandum Files for 1962	Retain
	90.	A Folders thru E Folders	
	91.	G Folders thru V Folders	
		Item No. 20 Lot No. 66 D 83 IGC Conf. 1956-1965	Retain
	92.	Miscellaneous Records	
		Item No. 21 Lot No. 66 D 80 IMS/A Secret 1959-1960	Retain
	93.	Material prepared for a Congressional In- vestigation by an Appropriations Subcommittee	
		Item No. 22 Lot No. 65 D 550 IMV/A Unclass. FY-57-FY-63 Form IA-346's and Form IA-438's - USIA/IMS- Allotment Accounts Ledger Records	Destroy 1973
	94. (Bundle)	FY-1957	

N1/306/98/  
 3/55



Start 3

STANDARD FORM 135 JULY 1961 EDITION GENERAL SERVICES ADMIN. REG. 3-IV-302.00	<b>RECO. TRANSMITTAL AND RECEIPT</b>	<b>TO BE COMPLETED AT FEDERAL RECORDS CENTER</b>	
		ACCESSION NO. 67 A 1306	RECORD GROUP NO. 306
<b>INSTRUCTIONS</b> Send original and two copies to appropriate Federal Records Center. <b>EXCEPTION</b> —Send original and three copies to the Alexandria, Virginia, Center		SIGNATURE	DATE RECORDS RECEIVED 6/12/67
		TITLE <b>Chief, Accession &amp; Disposal Branch</b>	
FROM: (Name and address of Agency transferring records)  Department of State 21st and Virginia Ave., N.W.		TO: Federal Records Center, GSA  Alexandria, Virginia	

1. CITE SECURITY CLASSIFICATION AND/OR RESTRICTION ON USE OF RECORDS, IF ANY **"SECRET"** Available to officials of other Federal agencies and non-government researchers only upon approval of the U.S. Information Agency

2. SQUARE FEET OF SPACE CLEARED		3. FILING EQUIPMENT EMPTIED			4. CUBIC FEET OF RECORDS TRANSFERRED  101
A. OFFICE	B. STORAGE 51 84	A. FILE CABINETS (No.) 14	B. TRANS. FILES (No.)	C. SHELVING (Lin. Ft.)	

5. NAME OF AGENCY CUSTODIAN OF RECORDS <b>Mr. Charles A. Patterson</b>	6. BUILDING AND ROOM NO. <b>State Dept., Rm. 1720a</b>	7. TELEPHONE NO. <b>182-6561</b>
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8. MAY THE RECORDS BE DESTROYED AS SCHEDULED WITHOUT FURTHER AGENCY CONCURRENCE?  YES  NO

9. AGENCY OFFICIAL (Signature) <i>W. H. [Signature]</i>	10. TITLE <b>USIA Records Management Officer</b>	11. DATE <b>Feb. 20, 1967</b>
--	---	----------------------------------

12. BOX NUMBERS <b>FRC ONLY</b>	13. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES (Show organizational component creating records)	14. DISPOSAL AUTHORITY (Schedule and Item No.)
------------------------------------	---	---

- |    |   |        |
|----|---|--------|
|    | Item No. 1<br>Lot No. 66 D 163 IAE Secret 1963-64<br>Record copies of subject communications pertaining to USIA operations in Italy, Yugoslavia, Spain, Portugal and Luxembourg | Retain |
| 1. | Yugoslavia Record Correspondence thru Yugoslavia ICS - 1963   |        |
| 2. | Yugoslavia ICS/E thru Yugoslavia Press Law - 1963   |        |
| 3. | Yugoslavia Reading Rooms thru Yugoslavia Zagreb BPAO - 1963; Folder on Atoms at Work Exhibit in Yugoslavia - 1963; Folder on Communist Ideological Front - 1963                 |        |
| 4. | Italian Record Correspondence thru Italian Government - 1963  |        |
| 5. | Italian IBS thru Italian NATO - 1963  |        |
| 6. | Italian Nenni and PSI thru Italian Reports Economic - 1963  |        |
| 7. | Italian Reports Post thru Italian Youth - 1963  |        |
| 8. | Portugal Record Correspondence thru Portugal Youth - 1963 & 1964  |        |
| 9. | Spain Record Correspondence thru Spain Press Releases - 1963  |        |

STANDARD FORM 135-A  
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 GENERAL SERVICES ADMIN.  
 REG. 3-IV-302 00

**RECORDS TRANSMITTAL  
 AND RECEIPT  
 (CONTINUATION)**

AGENCY  
 Department of State

DATE  
 Feb. 20, 1967

BOX NUMBERS		DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	DISPOSAL AUTHORITY
FRC ONLY	AGENCY		
	22.	Country Folders: Burma, Rangoon - Information Center and Burma, Rangoon - Binational Center	
	23.	Country Folders: Australia, Sydney - Information Center; Australia, Canberra - Melbourne; New Zealand, Wellington; Hong Kong	
	24.	Country Folders: Malaysia, Kuala Lumpur - Information Center; Malaysia, Penang; Singapore	
	25.	Country Folders: Japan, Tokyo - Information Center	
	26.	Country Folders: Korea, Seoul - Information Center; Taipei, Taiwan - Information Center	
	27.	Country Folders: Cambodia, Phnom Penh - Information Center; Indonesia, Djakarta	
	28.	Country Folders: Laos, Vientiane - Information Centers; Philippines, Manila	
	29.	Country Folders: Thailand, Bangkok - Information Centers; Vietnam, Saigon and Binational Center Folders	
	30.	Central Files	
		Item No. 7 Lot No. <u>66 D 292</u> ICS/CN Conf. FY-1964 Program Files for the Near East and South Asia	Retain
	31.	Program Files for Afghanistan, Ceylon, Cyprus, Greece and India(Hyderabad)	
	32.	Program Files for India (Lucknow) to (Trivandrum), Iran and Iraq	
	33.	Program Files for Israel, Jordan, Lebanon, Nepal and Pakistan (Karachi)	
	34.	Program Files for Pakistan (Lahore), Saudi Arabia, Syrian Arab Republic, Turkey, United Arab Republic and Yemen	

N1/306/98/  
 3/39

N1/306/98/3/40

N1/306/98/  
 3/41

n-39 3-23 54-7

STANDARD FORM 135  
JULY 1961 EDITION  
GENERAL SERVICES ADMIN.  
G. 3-IV-302.00

**RECORD TRANSMITTAL  
AND RECEIPT**

TO: **EXAMPLE**

AT FEDERAL RECORDS CENTER

ACCESSION NO.

68 A 1415

RECORD GROUP NO.

306

**INSTRUCTIONS**

Send original and two copies to appropriate Federal Records Center.  
**EXCEPTION**—Send original and three copies to the Alexandria, Virginia, Center

SIGNATURE

DATE RECORDS RECEIVED

OCT 12 1967

TITLE

Chief, Accession & Disposal Branch *REL*

FROM: (Name and address of Agency transferring records)

Department of State  
21st and Virginia Ave., N.W.

TO: Federal Records Center, GSA  
Suitland, Maryland

1. CITE SECURITY CLASSIFICATION AND/OR RESTRICTION ON USE OF RECORDS, IF ANY **"SECRET"** Available to officials of other Federal agencies and non-government researchers only upon approval of the U.S. Information Agency

2. SQUARE FEET OF SPACE CLEARED

3. FILING EQUIPMENT EMPTIED

4. CUBIC FEET OF RECORDS TRANSFERRED

A. OFFICE

B. STORAGE

A. FILE CABINETS (No.)

B. TRANS. FILES (No.)

C. SHELVING (Lin. Ft.)

*469*

*469 200*

*67*

405

5. NAME OF AGENCY CUSTODIAN OF RECORDS

Mr. Charles A. Patterson

6. BUILDING AND ROOM NO.

State Dept., Rm. 1720a

7. TELEPHONE NO.

182-6561

8. MAY THE RECORDS BE DESTROYED AS SCHEDULED WITHOUT FURTHER AGENCY CONCURRENCE?  YES  NO

9. AGENCY OFFICIAL (Signature)

*[Signature]*

10. TITLE

USIA Records Management Officer

11. DATE

Sept. 7, 1967

12. BOX NUMBERS

FRC ONLY

AGENCY

13.

DESCRIPTION OF RECORDS WITH INCLUSIVE DATES  
(Show organizational component creating records)

14. DISPOSAL AUTHORITY  
(Schedule and Item No.)

1-2

Item No. 1  
Lot No. 67 D 147 I/S Secret 1964  
Chronological Files of the Office of the Director and Congressional Files

Retain

3 1/2 ft. boxes)

3.

1959 - A-KE

3a.

1959 - KI-WE

4.

1959 - WE-ZIM; Gov't.; Circulars; Field; Embassies and Agency Elements

4a.

1960 - AB-MU

5.

1960 - MU-ZW; Gov't.

5a.

1960 - Circulars; Field; Embassies and Agency Elements

Retain

6.

Item No. 3  
Lot No. 67 D 317 I/S Secret 1961  
Files of the Office of the Director

Retain

Administration thru General Counsel

68A1415

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REG. 3-IV-302.00

**RECORDS TRANSMITTAL  
AND RECEIPT  
(CONTINUATION)**

AGENCY  
Department of State

DATE  
Sept. 7, 1967

BOX NUMBERS		DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	DISPOSAL AUTHORITY
FRC ONLY	AGENCY		

Item No. 27  
Lot No. 66 D 412 ICS/B Secret 1956-64  
Miscellaneous Records of Bibliographic Div.

Retain until 1969

120. Correspondence - 1961-62 thru ICS Office of the Director - 1959-62

121. IOP - 1958-62 thru Personnel (General) 1955-63

Item No. 28  
Lot No. 63 D 236 ICS/CA Secret 1959-61  
Administrative and Program Files for Africa and Book Orders and Shipment Notices

Retain

122. Administrative and Program Activities, Belgian Congo - Guinea, FY-1960

123. Administrative and Program Activities, Liberia - Tunisia, FY-1960

124. Book Orders, Accra - Yaounde, FY-1960

125. Shipment Notices, Abidjan - Yaounde, FY-1961, Book Orders, Abidjan - Khartoum, FY-1961

126. Book Orders, Lagos - Yaounde, FY-1961

Item No. 29  
Lot No. 66 D 270 ICS/CA Secret FY-1964  
Administrative and Program Files for Africa

Retain

127. Administrative and Program activities, Algeria - Ivory Coast

128. Administrative and Program activities, Kenya - Morocco

129. Administrative and Program activities, Niger - South Africa

130. Administrative and Program activities, Sudan - Zambia

Item No. 30  
Lot No. 67 D 127 ICS/CF Secret FY-1964  
Country and Subject Files for Far East Posts, Binational Folders and Central Files

Destroy first 8 boxes of Lot 1971, Retain box 9 of Lot

131. Country Folders, Burma, Rangoon - Information Center and Burma, Rangoon - Binational Center

N1/306/98  
13/37

N1/306/98  
13/37

STANDARD FORM 135-A  
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GENERAL SERVICES ADMIN.  
REG. 3-IV-302.00

RECORD TRANSMITTAL  
AND RECEIPT  
(CONTINUATION)

AGENCY  
Department of State

DATE  
Sept. 7, 1967

BOX NUMBERS		DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	DISPOSAL AUTHORITY
FRC ONLY	AGENCY		
	132.	Australia, Sydney - Information Center; Australia, Canberra - Melbourne, New Zealand, Wellington, Hong Kong	
	133.	Malaysia, Kuala Lumpur - Information Center; Malaysia, Penang, Singapore	
	134.	Japan, Tokyo - Information Center	
	135.	Korea, Seoul - Information Center; Taipei, Taiwan - Information Center	
	136.	Cambodia, Phnom Penh - Information Centers; Indonesia, Djakarta	
	137.	Laos, Vientiane - Information Centers; Philippines, Manila - Info. Ctrs.; Thailand, Bangkok - Info. Ctrs.; Viet-Nam, Saigon - Info. Ctrs.	
	138.	Binational Center Folders - Bangkok, Thailand; Saigon, Viet-Nam; Djakarta, Indonesia; Vientiane, Laos; Phnom Penh, Cambodia	
	139.	Central Files Item No. 31 Lot No. 66 D 162 ICS/EO Conf. 1957-60 Project Folders	Retain, <del>until 1971</del>
	140.	General Information ARA "Open Skies for Peace" D-9 thru Built in USA C-64	
	141.	Built in USA C-64A thru Geodesic Domes E-324	
	142.	Exhibit - "Images in Oil" General Information Folder E-331 thru "The U.S. Farmer" Set #9 & 10 C-525	
	143.	"The U.S. Farmer" General Information (NEA) C-525 thru Loan Agreements & Inventory E-844	
	144.	Music in America Set #2 Europe thru Atoms for Peace Germany - Bonn S-46 Item No. 32 Lot No. 66 D 396 ICS/EO Conf. 1958-64 Project Folders	Retain, <del>until 6/30/69</del>
	145.	(Special AIA Exhibit - Urban Planning) "Cities USA" thru Abraham Lincoln's America Today (LA)	

N1/306/98  
B/40

STANDARD FORM 135-A  
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 REG. 3-IV-302.00

**RECORDS TRANSMITTAL  
 AND RECEIPT  
 (CONTINUATION)**

AGENCY

Department of State

DATE

Sept. 7, 1967

BOX NUMBERS		DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	DISPOSAL AUTHORITY
FRC ONLY	AGENCY		
	146.	Abraham Lincoln's America Today - Photos (RSC Manila) thru Stamp Exhibit - Philatelic Congress (Madrid).	
	147.	Hawaii & Alaska - one sheeter G-1478 thru Rear Projector Slide Device G-1655	
		Item No. 33 Lot No. 66 D 497 ICS/EO Lim.Off.Use 1960-65 Project Folders	Retain
	148.	61-022 VI Sao Paulo Biennial - 1961 thru 61-141 Training Americans to Earn A Living Set 1	
	149.	61-141 Training Americans To Earn A Living Set 2 thru 61-357 Nazi-Soviet Exhibit - Athens	
	150.	G-1657 Color Posters - U.S. Culture thru 61-021 Four-H Club Photos - La Paz	
		Item No. 34 Lot No. 66 D 377 ICS/M Conf. 1959-63 Inactive IMG Contracts	Retain until 1/1/70
	151.	Lange Medical Publications thru McGraw-Hill, Inc. - Yugoslavia 4294, 4291, 3967, 3631	
	152.	McGraw-Hill Publishing Company - Indonesia 4189, 3704 thru C.V. Mosby Company - Yugoslavia 4275, 3968	
	153.	Museum Publications, Inc. thru Pacific Book & Supply Corporation - Yugoslavia 3987, 3770	
	154.	Paramount International Films thru Prentice-Hall International Inc. - Yugoslavia 4295, 4006, 3766	
	155.	Princeton University Press thru Leah Salisbury, Inc. - Poland 3273	
	156.	W. B. Saunders Company thru 20th Century-Fox International Corporation - Yugoslavia 4335, 4004	
	157.	Frederick Ungar Publishing Co. thru John Wiley & Sons, Inc. - Yugoslavia 4299, 3973	
	158.	The Williams & Wilkins Company thru Year Book Medical Publishers, Inc. - Turkey 3945	

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 GENERAL SERVICES ADMIN.  
 REG. 3-IV-302.00

**RECORD TRANSMITTAL  
 AND RECEIPT  
 (CONTINUATION)**

AGENCY

Department of State

DATE

Sept. 7, 1967

BOX NUMBERS		DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	DISPOSAL AUTHORITY
FRC ONLY	AGENCY		
		Item No. 35 Lot No. 67 D 309 ICS/O Secret 1963-65 ICS Divisional, Other Medias, Area Directors and Reports Files	Retain until 6/1/72
	159.	1964 - ICS - Office of the Director thru 1964 - IOA/T - Training Division	
N1/306/98 13/6	160.	1963 - 1964 - Mr. Nixon - Mr. Hickok thru 1965 - IPS - Correspondence	
	161.	1963 - Periodical Subscription Correspondence thru 1965 - ICS/M - Information Media Guaranty	
		Item No. 36 Lot No. 66 D 496 ICS/PL Secret 1958-65	Retain until 1/1/70
Disp	162.	Country Files of the Latin American Book Program from 1961-1962; Correspondence 1961-1964; Latin American Regional Conference on Educational Exchange - San Juan 1958-1961; Trip Reports 1958 and Material on Latin Ameri- can Book Committee 1962-1965	
		Item No. 37 Lot No. 66 D 475 ICS/T Secret 1956-65	Retain
	163.	English Teaching Country Files for all Areas, FY-1965; Contract Files FY-1963-1964; Seminar Folders for FY-1962-1965; Obsolete Circulars for FY-1957-1962; and Consultant Field Trip Folders FY-1962-1964	
N1/306/98 13/18	164.	Country Files - Near East, Far East and Latin America	
	165.	Europe and Africa	
	166.	Seminar Folders, Field Trip Consultant Folders thru IAA Raup	
N1/306/98/3/17	167.	Obsolete Circulars thru ICS/T Circulars	
	168.	Seminar Folders and Contracts thru Somahia	
	169.	Contract Report Folders thru Tunisia	
N1/306/98/3/18	170.	Country Files - Latin America & Far East	
N1/306/98/3/17	171.	English For Today - all areas - FY861 - 63	
N1/306/98/3 118		Country Files - Near East, Africa, Europe, Eastern Europe FY'61	

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JULY 1961 EDITION  
GENERAL SERVICES ADMIN.  
G. 3-IV-302.00

RECORDS TRANSMITTAL  
AND RECEIPT  
(CONTINUATION)

AGENCY  
Department of State

DATE  
Sept. 7, 1967

BOX NUMBERS

DESCRIPTION OF RECORDS WITH INCLUSIVE DATES

DISPOSAL AUTHORITY

FRC ONLY

AGENCY

02/306/98  
13/17

172.

Let's Learn & Speak English - Country Folders,  
all areas FY'61-64, Study Units Country  
Folders, all areas, FY'61-63

Item No. 38

Lot No. 67 D 301 ICS/T Secret 1962-65  
English Teaching Files, Program-Administrative  
Files i.e., ICS/T Personnel, Meetings &  
Conferences, Memos, General Correspondence,  
Country Files, Mali Country & Seminar File  
and Training Files & Replies to Circulars

Retain until 1974

173.

1962-1964 Peace Corps, Cartagena Symposium  
8/63 thru Agency for International Develop-  
ment 1963 Programs

174.

1964 Country Files - Ecuador thru India

175.

Nepal Saudi Arabia thru France and Misc.  
Documents; 1963 Mali Country File, Mali  
Seminar File; 1965 Replies to CA-9378,  
Replies to CA-11736 - English Teaching  
Workshop, TOEFL CA-1260

176.

1964 - Memos General thru Budget; 1963 - 3rd  
Meeting of NACTEFL thru IAE BNC Financial &  
Stat. Reports & Replies to CA-1401

177.

1963 - 64 BNC Reports thru 1965 - English  
Teaching Advisory Panel - Correspondence

178.

1965 - Training Files thru Meetings and  
Conferences

Item No. 39

Lot No. 67 D 106 IGC Secret 1954-65  
(IMV) Motion Picture Contracts and Files on  
Art, Exhibits, Employees Decisions, etc.

Retain

179.

Cozy Cole Group - USIS Accra thru Khrushchev  
Visit US - Hearst

180.

Lebanese Labor Leaders in US - Hearst thru  
Consolidated Book Publishers - Law Suit  
1955/60

181.

Art - 1952-65 thru Promise to History -  
Hearst

Item No. 40

Lot No. 67 D 295 IME Unclass. 1966-67  
Applications from Prospective Guides to par-  
ticipate at U.S. Pavilion - Canadian EXPO 67

MOA III,555.2(0)



2154; 2-1

*Continued*

**RECORD TRANSMITTAL AND RECEIPT**

**TO BE COMPLETED BY FEDERAL RECORDS CENTER**

ACCESSION NO. 68 A 4933

RECORD GROUP NO. 306

SIGNATURE

DATE RECORDS RECEIVED JUN 11 1968

TITLE Chief, Accession & Disposal Branch 20.

**INSTRUCTIONS**

Original and two copies to appropriate Federal Records Center.

**EXCEPTION**—Send original and three copies to the Alexandria, Virginia, Center

FROM: (Name and address of Agency transferring records)  
Department of State  
21st and Virginia Ave., N.W.

TO: Federal Records Center, GSA  
Suitland, Maryland

1. CITE SECURITY CLASSIFICATION AND/OR RESTRICTION ON USE OF RECORDS, IF ANY. **SECRET** Available to officials of other Federal agencies and non-government researchers only upon approval of the U.S. Information Agency

2. SQUARE FEET OF SPACE CLEARED		3. FILING EQUIPMENT EMPTIED			4. CUBIC FEET OF RECORDS TRANSFERRED
A. OFFICE 427	B. STORAGE <del>223</del>	A. FILE CABINETS (No.) 61	B. TRANS. FILES (No.)	C. SHELVING (Lin. Ft.)	426

5. NAME OF AGENCY CUSTODIAN OF RECORDS Mr. Charles A. Patterson	6. BUILDING AND ROOM NO. State Dept., Rm. 1239	7. TELEPHONE NO. 182-6561
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8. MAY THE RECORDS BE DESTROYED AS SCHEDULED WITHOUT FURTHER AGENCY CONCURRENCE?  YES  NO

9. AGENCY OFFICIAL (Signature) Thomas M. Wittstock (77)	10. TITLE USIA Records Management Officer	11. DATE April 29, 1968
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12. BOX NUMBERS FRC ONLY	13. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES (Show organizational component creating records)	14. DISPOSAL AUTHORITY (Schedule and Item No.)
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Item No. 1  
Lot No. 67 D 56 I/R Unclass. 1959-1965  
Speaking engagements, misc. correspondence, briefings, memos, etc. of Carl T. Rowan; invitations accepted by other USIA officers to make speeches, radio and television appearances and files on Conroy and Vetter appearances

1. 1964-1965 Speaking engagements of Carl T. Rowan
2. 1964-1965 Invitations to Carl T. Rowan to speak but regretted (A to O)
3. 1964-1965 Invitations to Carl T. Rowan to speak but regretted (P to Z); Misc. corres. signed by Rowan; Briefings by Rowan; Memos to Rowan by the Office of Public Information
4. Jan. 1964 to April 1964 - Tapes & corres. of radio and television appearances of CTR and some public appearances
5. May 1964 to June 1965 - Tapes & corres. of radio and television appearances of CTR and some public appearances
6. 1959-1964 - Other USIA speakers accepted invitations; radio & television appearances; files on Conroy and Vetter appearances

Retain

June 1, 2023 Production 000129  
68A4933

STANDARD FORM 135-A JULY 1961 EDITION GENERAL SERVICES ADMIN. FPMR (41 CFR) 101-11.4	<b>RECORDS TRANSMITTAL AND RECEIPT (CONTINUATION)</b>	AGENCY Department of State	DATE April 29, 1968
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BOX NUMBERS	DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	DISPOSAL AUTHORITY
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FRC ONLY	AGENCY	DISPOSAL AUTHORITY
102.	Item No. 21 Lot No. 67 D 459 IBS/PN Unclass. 1958-1961  Personnel Files for Persian Service of the Voice of America	Retain until 7/72
103.	Item No. 22 Lot No. 67 D 574 IBS/PN Secret 1953-1961 Field Correspondence, Memoranda, Reports and Research Data	Retain
104.	1957-59 Barker Memoranda thru 1957-59 Tripoli Correspondence	
104.	1959 Greek Language Test thru 1962 Reports	
105.	Item No. 23 Lot No. 67 D 437 ICS Conf. 1950-1966  Advisory Committee on Books Abroad; ICS Monthly Reports; Advisory Committee on Cultural Information; and Chron Files	Retain
106.	Item No. 24 Lot No. 67 D 462 ICS Secret 1958-1965 Information Center Service - Front Office Subject Files for 1965 with some Background Material dating back to 1958	Retain
107.	Presidential Task Force on International Education - 1965 to ICS Record File - 1965 - Letters M thru R	
108.	1965 IOA - General and IOA/B, C, E, F to ICS/E Exhibits Division 1965	
108.	Ad Hoc Exhibits Evaluation Committee (Exhibits Review Committee) to Worldwide Products (Monthly Reports)	
109.	Montreal Fair - 1967 (1964 material) to ICS/P - Reorganization	
109.	Item No. 25 Lot No. 67 D 542 ICS Secret 1964-1965 General Correspondence, Conference Meeting Notes and Special Projects	Retain
110.	Conference Meeting Notes and Special Projects	
111.	ICS Budget Reports, ICS/B Background Files, Minutes of ICS Committees and Log Registers, etc.	

N2/306/98/3/7

N2/306/98/3/4

N2/306/98/4

STANDARD FORM 135-A  
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GENERAL SERVICES ADMIN.  
FPMR (41 CFR) 101-11.4

**RECORD TRANSMITTAL  
AND RECEIPT  
(CONTINUATION)**

AGENCY  
Department of State

DATE  
April 29, 1968

BOX NUMBERS		DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	DISPOSAL AUTHORITY
FRC ONLY	AGENCY		
	✓	Item No. 26 Lot No. <u>65 D 381</u> ICS/B Unclass. 1953-1965 Recommended Book Lists issued by ICS/B plus Microfilms of Book Appraisals	Retain
N1/306/98 3/25	112.	Current Books Recommended for USIS, Nos. 21, 1954 - 1956 (1965) and Books Recommended for the Overseas Program (Blue Books), Nos. 3, 6, 9 & 10	
	113.	Subject Bibliographies, Nos. 1 - 92 (1954 - 1965); Special Lists, 1/61 - 5/65 (Recommended Books); Microfilms - 1953 - 1964 (Book Appraisals)	
		Item No. 27 Lot No. <u>67 D 601</u> ICS/B Secret 1946-1963 Miscellaneous Records of Bibliographic Division (1951-19630 and Historical Records (1946-1960) filed by Subject	<del>Retain</del> Retain
N1/306/98 13/22	114.	Miscellaneous Records - Africa Trans. Comm. 1961-63 thru Appraisals, Specific Titles	
	115.	Book Policy & Procedures 1960-61 thru Program Development & Coordination Staff	
	116.	Publications Division 1955-62 thru World Govern- ment 1952	
	117.	Historical Records - Appraisals - Policy & Procedures 1953-60 thru Book Policy & Procedures 1946-60	
	118.	Clearance (McCarthy, etc.) 1953-54	
	119.	CA-390 thru Periodicals 1947-55	
		Item No. 28 Lot No. <u>67 D 429</u> ICS/CA Secret FY-1965 Administrative and Program Files for Africa	Retain
N1/306/98 13/37	120.	Administrative and Program Activities, Algeria - Ivory Coast	
	121.	Kenya - Morocco	
	122.	Niger - South Africa	
	123.	Sudan - Zambia	

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**RECORDS TRANSMITTAL  
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(CONTINUATION)**

AGENCY  
Department of State

DATE  
April 29, 1968

BOX NUMBERS  
FRC ONLY AGENCY DESCRIPTION OF RECORDS WITH INCLUSIVE DATES DISPOSAL AUTHORITY

Item No. 29  
Lot No. 67 D 356 ICS/CE Conf. 1962-1965 Retain  
Country Files

- 124. FY-1964 Country Files, Austria thru Germany
- 125. " " " Iceland thru U.K.
- 126. " " " for Yugoslavia and  
FY-1965 " " Austria thru France
- 127. " " " Germany thru Spain
- 128. " " " Sweden thru Yugoslavia and  
FY-1963 Soviet Bloc Country Files for Bulgaria,  
Hungary and Czechoslovakia
- 129. FY-1963 Soviet Bloc Country Files for Poland and  
USSR and FY-1964 Soviet Bloc Country Files for  
Bulgaria, Czechoslovakia, Hungary, Poland & USSR

Item No. 30  
Lot No. 67 D 541 ICS/CF Secret FY-1965 Retain  
Country and Subject Files for East Asia - Pacific  
Posts including Programs for Information Centers,  
Binational Centers and the Presentation Programs

- 130. Country Folders - Australia, New Zealand & Hong Kong
- 131. " " Malaysia and Singapore
- 132. " " Japan
- 133. " " Korea, Taipei and Burma
- 134. " " Cambodia, Indonesia and Laos
- 135. " " Philippines, Thailand and Viet-Nam
- 136. Binational Center Folders - Bangkok, Saigon,  
Djakarta and Vientiane
- 137. Central Files

Item No. 31  
Lot No. 67 D 547 ICS/CL LOU 1963-1965 Retain

- 138. FY-64 and FY-65 General Country Files; Buenos  
Aires Information Center Gen. Reports; BNC  
General Country Files; ICS/CL General (Circulars);  
FY-64 Brazil Information Center General; and  
ICS/CL Circulars

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STANDARD FORM 135-A JULY 1961 EDITION GENERAL SERVICES ADMIN. FPMR (41 CFR) 101-11.4		RECORD TRANSMITTAL AND RECEIPT (CONTINUATION)	AGENCY Department of State	DATE April 29, 1968
BOX NUMBERS		DESCRIPTION OF RECORDS WITH INCLUSIVE DATES		DISPOSAL AUTHORITY
FRC ONLY	AGENCY			
		Item No. 35 Lot No. 67 D 563 ICS/E Conf. 1958-1965		Retain
153.		Exhibit Subject Files and Administrative Corres.		
		Item No. 36 Lot No. 67 D 316 ICS/ED LOU 1959-1965		Retain
154.		Exhibit Project Files		
		Alden Electronic & Impulse - Recording Equipment Company thru "Communications-USA" - 1964 - USSR - Exhibit Director		
155.		"Plastics" - Aero Service Corporation (Plastics- USA) 1960 thru Misc. Contributors "Plastics-USA Exhibit" 1960-64		
156.		C-C-1 Correspondence - Bidders - USSR thru COMM USA - Orig. Documents		
157.		Lists - Communications in the U.S. - Introduction thru Pictures used in Communications Exhibit Black Book		
158.		20 packages of Communications-DWG (Panles 1-16) consisting of Photo and Negs. thru Communications- USA (Munich and Budapest) 1964-65		
		Item No. 37 Lot No. 68 D 48 ICS/ED Unclass. 1955-1957		Retain
159.		Photo Albums from each of the Cities Toured by the Exhibit, "The Family of Man"		
		Amsterdam, Berlin, Guatemala City, Mexico City, Munich and Paris I		
160.		Paris II- III, Tokyo and Washington		
		Item No. 38 Lot No. 67 D 430 ICS/EO Conf. 1963-1965		Retain
161.		Exhibit Project Folders		
		Folders 64-005 thru 64-237		
162.		" 64-238 thru 64-323		
163.		" 64-326 thru 65-022		
164.		" 65-023 thru 65-238		
165.		" 65-239 thru 65-312		

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**RECORD TRANSMITTAL  
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 (CONTINUATION)**

AGENCY

Department of State

DATE

April 29, 1968

BOX NUMBERS

DESCRIPTION OF RECORDS WITH INCLUSIVE DATES

DISPOSAL AUTHORITY

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Item No. 32

Lot No. 67 D 523 ICS/CN Conf. FY-1965  
 Program Files for the Near East and South Asia

Retain

139.

Afghanistan, Ceylon, Cyprus, Greece and India  
 (Calcutta)

140.

India (Hyderabad) to (Trivandrum)

141.

Iran, Iraq, Israel, Jordan, Kuwait, Lebanon,  
 Nepal and Pakistan (Dacca)

142.

Pakistan (Karachi) to (Lahore), Saudi Arabia,  
 Syrian Arab Republic, Turkey, United Arab Republic  
 and Yemen

Item No. 33

Lot No. 67 D 476 ICS/CP Unclass. 1964-1965  
 Purchasing Requests from Overseas Posts, Purchase  
 Orders, Job Orders, Requisitions and related  
 Procurement Documents

Retain until 1/70

143.

Information Centers, Abidjan - Elisabethville

144.

" " Fes - Port of Spain

145.

" " Quezaltenango - Zagreb

146.

Binational Centers - Buenos Aires, Argentina to  
 San Jose, Costa Rica

147.

Binational Centers - Dominican Republic to Saigon

Item No. 34

Lot No. 67 D 501 ICS/E Conf. 1959-1965  
 Records and Related Data pertaining to Interna-  
 tional Trade Fairs

Retain

148.

Chron Files - July 1958 thru Dec. 1965

149.

Chron Files - Feb. 1956 thru June 1958 and  
 Photographs - Exhibit Managers - 1964 and prior  
 thru Plovdiv - 1964

150.

Photographs - Poznan and Zagreb and --O--, Trade  
 Fair Committee - 1964 and prior thru Algiers -  
 1964 and 1965

151.

Baghdad - 1965 thru Moscow Chemical Fair - 1965

152.

Munich - 1965 thru Zagreb - 1964 and 1965

NA/306/98  
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NA/306/98  
 13/29

NA/306/98  
 13/45

TEMP

PERM

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**RECOR. TRANSMITTAL  
 AND RECEIPT  
 (CONTINUATION)**

AGENCY  
 Department of State

DATE  
 April 29, 1968

BOX NUMBERS		DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	DISPOSAL AUTHORITY
FRC ONLY	AGENCY		
	166.	Folders 61-244 thru 61-024	
	167.	" C-143 thru G-1567	
		Item No. 39 Lot No. <u>67 D 590</u> ICS/EO Unclass. 1966 Records of all Transactions at Trade Fairs	<del>Retain</del>
	168.	General Files and Suppliers Files (A thru L), (Addis Ababa)	TEMP
	169.	Supplier's Files (M thru Z), (Addis Ababa)	
	170.	General Files and all Supplier's Files (Plovdiv)	
	171.	General Files and all Supplier's Files (Budapest)	TEMP
	172.	General Files and Supplier's Files (A thru M), (Poznan)	
	173.	Supplier's Files (P thru W), (Poznan)	
		Item No. 40 Lot No. 67 D 603 ICS/EO Conf. 1961-1965 Exhibit Files containing background, miscellaneous and travel information for guides and staff assigned to the Cultural Exchange Exhibits in the USSR and Eastern Europe	Retain
	174.	Graphic Arts - USA Exhibit, 1963-1965 and Plastics - USA Exhibit, 1961-1963	
	175.	Communications - USA Exhibit, 1965; Transporta- tion - USA Exhibit, 1961-1963; Medicine Exhibit, 1962-1963; and Technical Books - USA, 1963	
		Item No. 41 Lot No. 67 D 616 ICS/EO Conf. 1958-1965 General Files and Exhibit Project Folders	Retain
	176.	65-321, 65-276, 65-095, 65-267 (1962-1965) and 859D thru 997 (1958-1963)	
	177.	801 thru 859C (1958-1963)	
	178.	960 (1958-1963) and 62-125, 62-128, 64-281, 64-324, 64-387 (1962-1964)	
	179.	313 thru 349 (1958-1963) and 65-229, 65-272 (1962- 1965)	
	180.	301-60 thru 313-60 (1958-1963)	

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RECOR TRANSMITTAL  
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AGENCY  
Department of State

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BOX NUMBERS DESCRIPTION OF RECORDS WITH INCLUSIVE DATES DISPOSAL AUTHORITY

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Item No. 42  
 Lot No. 67 D 594 ICS/PA Secret 1955-1966  
 India Wheat Program, 1955-62 and Miscellaneous  
 Information about the Book Promotion Exhibits  
 Program, 1962-66

181. India Wheat Program - General thru Fourth and  
 Fifth Year Program, 1962 Care Correspondence

182. New Delhi Correspondence 1962 thru Grants and  
 Amendments 1957 and the 3rd Year Program

183. 4th and 5th Year Programs - State (IES) Cultural  
 Exchange Program thru Retired File (Technical  
 Missions 1955-58; Background; and IA-868 -  
 Enclosures to New Delhi 1956

184. Embassy's Education Committee - India Wheat  
 Program thru New Delhi Correspondence 1958

185. Dr. Venkataramani - Indian School of International  
 Studies 1958 thru Institutions 1955-57 and 3rd  
 Year Program thru 1961 Copies of OM's New Delhi

186. India Wheat Loan Program Chrons 1961 thru IA-5956  
 Bowker - Books from the USA II 1960

187. Book Promotion - Bowker Books from the USA 1959  
 thru Books that Count Packets 1 - 31

188. Country Files - Latin America, European Area,  
 African Area, and Far East Area

189. Near East and South Asia Area and other Misc.  
 Files

Retain

Item No. 43  
 Lot No. 68 D 86 ICS/PE Conf. 1955-1962  
 Feffer and Simons Contracts and Correspondence  
 Files

Retain  
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555.3-D1

190. LPB Translation Program thru Sub-Contracts -  
 Tehran Iran IA-4531, I.A.D.A. Ltd.

191. IA-4531 Job Orders thru The Yogi and the Commissar;  
 Contract IA-5743 - FY-1959; Sub-Contracts IA-5743;  
 IA-5743 - Job Orders; and Feffer and Simons IA-2744

192. Vouchers and Job Orders IA-2744 thru Sub-Contracts  
 IA-2744 - Rangoon, Burma

TEMP

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STANDARD FORM 135 JULY 1961 EDITION GENERAL SERVICES ADMIN. REG. 3-IV-302.00	<b>RECORDS TRANSMITTAL AND RECEIPT</b>	<b>TO BE COMPLETED AT FEDERAL RECORDS CENTER</b>	
		ACCESSION NO. 68-1-6356	RECORD GROUP NO. 306

<b>INSTRUCTIONS</b> Send original and two copies to appropriate Federal Records Center. <i>EXCEPTION</i> —Send original and three copies to the Alexandria, Virginia, Center	SIGNATURE	DATE RECORDS RECEIVED <b>JUL 29 1968</b>
	TITLE <b>Chief, Accession &amp; Disposal Branch</b> JLS	

FROM: (Name and address of Agency transferring records) U. S. Information Agency 1776 Pennsylvania Avenue, N. W. Washington, D. C. 20547	TO: Federal Records Center, GSA
---	---------------------------------

1. CITE SECURITY CLASSIFICATION AND/OR RESTRICTION ON USE OF RECORDS, IF ANY  
**SECRET** available to other agencies and non-Govt. researchers only upon approval of U.S.I.A.

2. SQUARE FEET OF SPACE CLEARED		3. FILING EQUIPMENT EMPTIED			4. CUBIC FEET OF RECORDS TRANSFERRED
A. OFFICE <b>35</b>	B. STORAGE	A. FILE CABINETS (No.) <b>5</b>	B. TRANS. FILES (No.)	C. SHELVING (Lin. Ft.)	<b>32</b>

5. NAME OF AGENCY CUSTODIAN OF RECORDS Earle Nancy (ICM/FL)	6. BUILDING AND ROOM NO. 1776 Penna. Ave. Rm 519	7. TELEPHONE NO. 182-5217/3995
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8. MAY THE RECORDS BE DESTROYED AS SCHEDULED WITHOUT FURTHER AGENCY CONCURRENCE?  YES  NO

9. AGENCY OFFICIAL (Signature) <b>Thomas M. Wittstock (712)</b>	10. TITLE Records Mgmt. Officer	11. DATE <b>6-27-68</b>
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12. BOX NUMBERS <b>FRC ONLY</b>	13. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES (Show organizational component creating records)	14. DISPOSAL AUTHORITY (Schedule and Item No.)
------------------------------------	---	---

1 of 32	<u>Inactive IIG Miscellaneous Files</u> IIG Agreement - Afghanistan IIG Agreements - General Austria Belgium Bolivia Burma Chile Denmark Egypt France Germany Greece Guinea Iceland Indonesia Ireland Israel Italy Korea Luxembourg Netherlands Norway Pakistan Portugal Spain Sweden Taiwan Trieste Turkey United Kingdom Viet-Nam	RETAIN BOXES 1 thru 8  N1/306/98/3/15
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STANDARD FORM 135-A  
 JULY 1961 EDITION  
 GENERAL SERVICES ADMIN.  
 REG. 3-IV-302.00

**RECORDS TRANSMITTAL  
 AND RECEIPT  
 (CONTINUATION)**

AGENCY

USIA

DATE

6/3/68

BOX NUMBERS

DESCRIPTION OF RECORDS WITH INCLUSIVE DATES

DISPOSAL AUTHORITY

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AGENCY

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Inactive IIG Miscellaneous Files

- Yugoslavia
- Proposed IIG - Cameroun
- Frankfurt, Germany - 1966
- Rome, Italy 1966
- Kenya (Permanent)
- Travel (Authorizations & Vouchers)
- R. R. Bowker Company
- Export Problems
- Educational Media Council
- Delegation of Authority
- IIG Highlights
- Viet-Nam, 1967
- Poland, FY 1967
- Yugoslavia, FY 1967
- Form Letter - October 21, 1966, Re: Liquidation of IIG
- Form Letter: September 14, 1966, Re: Revaluation of Vietnamese Piastres
- Form Letter: January 24, 1966, Re: Amendments to certain contracts executed before January 1, 1966
- Form Letter: January 7, 1966, Re: Revised Fee Formula
- Form Letter, Ref: Revision of IIG Contract, December 13, 1965
- Form Letter, October 22, 1965, Subject: Country Apportionments - 1966
- Form Letter, September 20, 1965, Re: Exchange Rate Settlement, Yugoslavia
- Form Letter: August 16, 1965, Re: Background Information
- Form Letter: July 7, 1965, Re: Exchange Rate Revision (Yugoslavia)
- Form Letter: November 16, 1966, Re: IIG Liquidation
- Form Letter: December 15, 1961, Re: Revised Criteria
- Form Letter: October 13, 1961 (Change in Criteria - TV)
- Form Letter: October 13, 1961 (Change in Criteria Motion Pictures)
- Form Letter: October 11, 1961, Re: Change in the Criteria
- Contractor's Background Information (A through F)
- Contractor's Background Information (G through N)
- Contractor's Background Information (P through T)
- Contractor's Background Information (U through Y)
- Record Companies' Answers to Questionnaire

RETAIN

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JULY 1961 EDITION  
GENERAL SERVICES ADMIN.  
REG. 3-IV-302.00

**RECORDS TRANSMITTAL  
AND RECEIPT  
(CONTINUATION)**

AGENCY  
U.S.I.A.

DATE  
8/3/68

BOX NUMBERS  
**FRC ONLY** AGENCY DESCRIPTION OF RECORDS WITH INCLUSIVE DATES DISPOSAL AUTHORITY

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32

Inactive IMG Miscellaneous Files  
Record of IMG Issuances (big sheets) Fiscal Year 1959  
Record of IMG Issuances (big sheets) Fiscal Year 1958  
Contract Issuances - FY 1966  
Register of Contract Issuances - Fiscal Year 1965  
Register of Contract Issuances - Fiscal Year 1964  
Register of Contract Issuances - Fiscal Year 1963  
Register of Contract Issuances - Fiscal Year 1962  
Register of Contract Issuances - Fiscal Year 1961  
Register of Contract Issuances - Fiscal Year 1960  
Register of Contract Issuances - Fiscal Year 1959  
Register of Contract Issuances - Fiscal Year 1958  
Journal Vouchers - January 1, 1957 thru Dec. 31, '57  
Pt. II - Schedule VI - June 30, 1965 - May 1966  
Purchasing **S**ervices, Inc.  
The Grolier Society, Inc.  
The Grolier Society, Inc., Audit Report  
Monthly Reports - Cumulative Trial Balance - Cash  
Transactions & Loss or Gain on Sale FC  
Guaranties - Foreign Currency Record

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Replies from Contractors re: August 16, 1965 Circular  
Letter  
Record of Mopix - Eligible under Current Criteria  
Contract Register - Numerical Listing  
Contract Amendment Register - By Country  
Monde Publishers, Inc. Chile #1430  
Company Disputes - Acme Code Company  
Monde Publishers, Inc. - Israel #1330  
Monde Publishers, Inc. - Israel - #944 (Who's Who  
in World Jewry)  
Monde Publishers - Audit  
Companies Disputes IMG - Grolier Society  
Company Disputes - Pacific Book & Supply Company  
IMG Denied - James T. Farrell  
IMG Denied - Zane Grey  
Publicity - (Newspapers, Magazines, etc.)  
IMG Evidence of Effectiveness - 1954 to Present  
Television Program Export, Inc. - 1962-  
Shipping Orders - IA-131 - IMG Films, Afghanistan(1)  
Shipping Orders - IA-131 - IMG Films, Afghanistan(2)  
Collection Periods  
Procedures for Acquisition & Disposal of Local  
Currency  
Book Bank  
Afghanistan - Fiscal Year 1967  
Viet-Nam - Fiscal Year 1967  
Korea - Fiscal Year 1967  
Poland - Fiscal Year 1967  
Guinea - Fiscal Year 1967  
Turkey - Fiscal Year 1967  
Yugoslavia - Fiscal Year 1967

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**RECORDS TRANSMITTAL  
AND RECEIPT  
(CONTINUATION)**

AGENCY  
U.S.I.A.

DATE  
6/3/68

BOX NUMBERS	DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	DISPOSAL AUTHORITY
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Inactive IMG Miscellaneous Files

Pakistan - Extension of the Collection Period  
 Monthly Reports of Contracts Issued or in Process  
 Contract Issuances - Fiscal Year 1967  
 Record of Contract Issuances (Big Sheets) - FY 1965  
 Record of Contract Issuances (Big Sheets) - FY 1964  
 Record of Contract Issuances (Big Sheets) - FY 1963  
 Record of Contract Issuances (Big Sheets) - FY 1962  
 Record of Contract Issuances (Big Sheets) - FY 1961  
 Record of IMG Issuances (Big Sheets) - Fiscal Yr.1960

IMG Country Files

Poland  
 Philippines  
 Africa - General File  
 Miscellaneous Country Files  
 Latin American - General File  
 Proposed IMG - Algeria  
 Proposed IMG - Argentina  
 Proposed IMG - Bolivia  
 Proposed IMG - Brazil  
 Proposed IMG - Bulgaria  
 Proposed IMG - Burma  
 Proposed IMG - Cambodia  
 Chile - 1959  
 Proposed IMG - Colombia  
 Proposed IMG - The Congo  
 Proposed IMG - Czechoslovakia  
 Proposed IMG - Egypt - 1966  
 Proposed IMG - Egypt - 1956-1965  
 Proposed IMG - Ethiopia  
 Proposed IMG - Ghana  
 Proposed IMG - Hungary  
 Proposed IMG - India  
 Proposed IMG - Laos  
 Proposed IMG - Libya  
 Proposed IMG - Mali  
 Proposed IMG - Morocco  
 Proposed IMG - Nigeria  
 Proposed IMG - Peru  
 Proposed IMG - Rumania  
 Proposed IMG - Sierra Leone  
 Proposed IMG - Somali Republic  
 Proposed IMG - Sudan  
 Proposed IMG - Syria  
 Proposed IMG - Tunisia  
 Proposed IMG - Uganda  
 Proposed IMG - Uruguay  
 Proposed IMG - U.S.S.R.

RETAIN

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JULY 1961 EDITION  
GENERAL SERVICES ADMIN.  
REG. 3-IV-302.00

**RECORDS TRANSMITTAL  
AND RECEIPT  
(CONTINUATION)**

AGENCY  
U.S.I.C.

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5/3/68

BOX NUMBERS	DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	DISPOSAL AUTHORITY
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FRC ONLY	AGENCY
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Inactive IMG Miscellaneous Files

I - Director's Correspondence/Other Communications  
 ICS - Director -- Special Reports  
 Budget - 1968  
 ICS - Misc. Memos to/from Director's Office Staff  
 Great Society  
 Streibert  
 IMG Chron Files - July 1966 thru June 1967  
 Purchasing Service (Justice) Contract 2271  
 Consolidated Book Publishers  
 The Grolier Society

Post Response to IMG Liquidation  
 Monde Publishers, Inc. General  
 Company Disputes (IMG - Henry M. Snyder & Company  
 IMG Denied - The Ugly American  
 Memoranda of Conversation  
 Motion Picture Coverage (MPFA) - 1958 - 1964  
 Philippine American Cultural Foundation  
 IMG Evidence of Effectiveness - 1967 to Present  
 Establishing IMG - Step No. 1  
 Establishing IMG - Step No. 2  
 Review Board Correspondence  
 IMG - Special Reports to Congress  
 British Export System  
 Marks Request  
 IMG - Afghanistan 1965  
 IMG - Afghanistan 1965  
 IMG - Afghanistan - Extra Copies of Messages - 1964  
 IMG - Afghanistan - 1964  
 IMG - Afghanistan - 1963  
 IMG - Afghanistan - 1962  
 Afghanistan - 1960-1961

Burma - 1960  
 IMG Guines - 1965  
 IMG - Guinea - 1964-1965  
 IMG - Guinea - 1963  
 IMG - Guinea - 1960-1962  
 IMG - Indonesia - 1964-1965  
 IMG - Indonesia - 1963  
 IMG - Indonesia - 1962  
 Indonesia - 1961  
 Indonesia - 1960  
 Israel - 1960  
 IMG - Korea - 1965-65  
 IMG - Korea - 1962-1963  
 Korea - 1960 - 1961  
 IMG - Pakistan - 1965  
 IMG - Pakistan - 1964-1965  
 IMG - Pakistan - 1962 - 1963

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RETAIN

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 REG. 3-IV-302.00

**RECORDS TRANSMITTAL  
 AND RECEIPT  
 (CONTINUATION)**

AGENCY  
 USIA

DATE  
 6/3/68

BOX NUMBERS		DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	DISPOSAL AUTHORITY
FRC ONLY	AGENCY		

Inactive IMG Miscellaneous Files

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Pakistan - 1961  
 Pakistan - 1960  
 Pakistan - 1958 - 1959  
 IMG - Philippines - 1961  
 Philippines - 1960  
 IMG - Poland - 1964  
 IMG - Poland - 1963

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IMG - Poland - 1965  
 Poland - 1958  
 Poland - 1956 - 1957  
 Poland - 1960  
 Poland - 1959  
 IMG - Poland - 1962  
 Poland - 1961  
 Spain - 1960  
 Taiwan - 1960 - 1961  
 IMG - Turkey - 1964-1965  
 IMG - Turkey - 1962 - 1963  
 Turkey - 1961  
 Turkey - 1960  
 IMG - Viet-Nam - 1964-65  
 IMG - Viet-Nam - 1963  
 IMG - Viet-Nam - 1962  
 Viet-Nam - 1961  
 Viet-Nam - 1960  
 IMG - Yugoslavia - 1965  
 IMG - Yugoslavia - 1964 - 1965  
 IMG - Yugoslavia - 1963  
 IMG - Yugoslavia - 1962  
 Yugoslavia - 1961  
 Yugoslavia - 1960

RETAIN

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DMS Monthly Reports - Cum. Trial Balance - Cash  
 Transactions & L or G on Sales File #2  
 Guaranty Monthly Statements - 1962  
 Guaranty Monthly Statements - 1961  
 Guaranty Monthly Statements - 1960  
 Guaranty Monthly Statements - 1959  
 Trial Balances - June 30, 1964  
 Trial Balances - June 30, 1962  
 Trial Balances - June 30, 1963  
 Guaranty Monthly Statements - 1960

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 Retain 10 yrs

STANDARD FORM 135  
JULY 1961 EDITION  
GENERAL SERVICES ADMIN.  
REG. 3-1V-332.01

**RECORD TRANSMITTAL  
AND RECEIPT**

TO BE COMPLETED AT FEDERAL RECORDS CENTER

ACCESSION NO.

69 A 3445

RECORD GROUP NO.

306

**INSTRUCTIONS**

Send original and two copies to appropriate Federal Records Center.

**EXCEPTION**—Send original and three copies to the Alexandria, Virginia, Center

SIGNATURE

Chief, Accession & Disposal Branch *J.D.*

DATE RECORDS RECEIVED

MAR 14 1969

TITLE

FROM: (Name and address of Agency transferring records)

Department of State  
21st and Virginia Ave., N.W.

TO: Federal Records Center, GSA

Suitland, Maryland

1. CITE SECURITY CLASSIFICATION AND/OR RESTRICTION ON USE OF RECORDS, IF ANY: "SECRET" Available to officials of other Federal agencies and non-government researchers only upon approval of the U.S. Information Agency

2. SQUARE FEET OF SPACE CLEARED

3. FILING EQUIPMENT EMPTIED

4. CUBIC FEET OF RECORDS TRANSFERRED

A. OFFICE

B. STORAGE

A. FILE CABINETS (No.)

B. TRANS. FILES (No.)

C. SHELVING (Lbr. Ft.)

240

120 238

34

5. NAME OF AGENCY CUSTODIAN OF RECORDS

Mr. Charles A. Patterson

6. BUILDING AND ROOM NO.

State Dept., Rm. 1239

7. TELEPHONE NO.

182-6561

8. MAY THE RECORDS BE DESTROYED AS SCHEDULED WITHOUT FURTHER AGENCY CONCURRENCE?  YES  NO

9. AGENCY OFFICIAL (Signature)

*Thomas M. Willstork (72)*

10. TITLE

USIA Records Management Officer

11. DATE

Jul 11, 1969  
Dec. 6, 1968

12. BOX NUMBERS

13. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES (Show organizational component creating records)

14. DISPOSAL AUTHORITY (Schedule and Item No.)

FRC ONLY

AGENCY

(Record Lots in cubic foot boxes unless otherwise noted)

Item No. 1

Lot No. 68 D 148 I/S Secret 1961  
3 X 5 Index Cards for the receipt and disposition of correspondence in the Office of the Director

Retain

1/2 Cu. Ft. Boxes

1.

A - D

2.

E - K1

3.

Km - Reef

4.

Re - Wh

5.

White House to State

6.

AID to IOA/P

7.

IOC to IOS

Item No. 2

Lot No. 67 D 549 IAE Secret 1962-1964  
Records of the Assistant Director (Europe), Deputy Assistant Director (Europe), and Program Coordinator (Europe) including general program, country, budget and administrative files

Retain

8.

Special Study Group for Western Europe - 1962-1963

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FPMR (41 CFR) 101-11.4

RECORDS TRANSMITTAL  
AND RECEIPT  
(CONTINUATION)

AGENCY  
Department of State

DATE  
Dec. 6, 1968

BOX NUMBERS  
FRC ONLY AGENCY DESCRIPTION OF RECORDS WITH INCLUSIVE DATES DISPOSAL AUTHORITY

Item No. 19  
Lot No. 65 D 164 IBS/RA Unclass. 1962-1963  
Master Scripts for Field Packages, Africa Div.

MOA II 555.1a<sup>(b)</sup>  
~~Retain until 1970~~  
Destroy  
June 30, 1969

- 99. About Women #51 - #100 thru Spotlight on Africa #1 - #3
- 100. Amharic - Amharic Science Features #1 - #100 thru Week in Review #1 - #60
- 101. Amharic - Amharic Air Features thru Swahili - The World We Live In
- 102. Radio Newsreel

Item No. 20  
Lot No. 68 D 271 ICS/CL L.O.U. FY-1966  
Files covering Information Centers, Binational Centers, Presentation and other cultural programs for Latin America Branch

Retain

N1 306/98  
1 3/38

- 103. Files for Argentina, Bolivia and Brazil
- 104. Files for British Guiana, Chile, Colombia, Costa Rica, Dominican Republic, Ecuador, El Salvador, French West Indies
- 105. Files for Guatemala, Haiti, Honduras, Jamaica, Mexico, Nicaragua, Panama, Paraguay, Peru, Trinidad, Uruguay, and Venezuela

Item No. 21  
Lot No. 68 D 275 ICS/CN Conf. FY-1966  
Program Files for the Near East and South Asia

Retain

N1 306/  
98/3/41

- 106. Program files for Afghanistan, Ceylon, Cyprus, Greece and India (Calcutta)
- 107. Program files for India (Madras) to Trivandrum, Iran, Iraq and Israel
- 108. Program files for Jordan, Kuwait, Lebanon, Nepal and Pakistan
- 109. Program files for Saudi Arabia, Syrian Arab Republic, Turkey, United Arab Republic and Yemen

Item No. 22  
Lot No. 68 D 63 ICS/EO L.O.U. 1960-1966  
Project Folders - Exhibits

~~Retain~~  
(See next page)



STANDARD FORM 135-A JULY 1961 EDITION GENERAL SERVICES ADMIN. FPMR (41 CFR) 101-11.4	RECORDS TRANSMITTAL AND RECEIPT (CONTINUATION)	AGENCY Department of State	DATE Dec. 6, 1968
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BOX NUMBERS		DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	DISPOSAL AUTHORITY
FRC ONLY	AGENCY		
	110.	Exhibit Shipment Notice, Form IA-406 thru 66-007 Eyewitness to Space	MOA III 555.172 Destroy Jan. 31, 1972
	111.	Paper Shows thru C-18/1 "Open Skies" (Window Display)	
	112.	D-2 Paper Show thru G-18 Window Display Kits	
	113.	G-1535 thru 1546 Ford Water Colors thru Shipping Instructions to E, European Posts	
		Item No. 23 Lot No. 68 D 312 ICS/EO Conf. 1960-1965 Project Files	<del>MOA III 555.172</del> MOA III 555.172
	114.	Family of Man Pavilion - Bobota - G-4 thru Family of Man Pavilion - Warsaw	Destroy Aug. 1, 1972
	115.	Family of Man Pavilion - Accra thru Family of Man Pavilion Set II - Madras - G-4	
	116.	Family of Man Pavilion - Nicosia thru Cities U.S.A. Set 1 - 62-088	
	117.	TVA - And 3 Decades Set 3 - 63-224 thru Science and Space Models - 63-203	
	118.	Space Suit - 63-204 thru Opera Exhibit - Photos - Vienna - 63-415	
		Item No. 24 Lot No. 68 D 313 ICS/EO Conf. 1960-1965 Project Files	<del>MOA III 555.172</del> MOA III 555.172
	119.	African Artifacts in U.S. Traditional Arts of Africa - G-1126 thru Oceanographic Exhibit (panels) - 62-063	Destroy Aug. 1, 1972
	120.	Cities USA Set 3 - 62-088 thru Swimming Pool Reactor Model - 63-070	
	121.	Photokina Exhibit Materials - 63-088 thru U.S. Progress in Space Set VI Europe - 64-001	
	122.	U.S. Progress in Space Set VII N.E. - 64-001 thru Investment in the Growing U.S. Economy - 65-023	
	123.	Travel Posters and Pictorial Materials (WW) - 65-023 thru Traffic Safety Exhibit Materials - 62-336	

STANDARD FORM 135-A JULY 1961 EDITION GENERAL SERVICES ADMIN. FPMR (41 CFR) 101-11.4	RECO. & TRANSMITTAL AND RECEIPT (CONTINUATION)	AGENCY Department of State	DATE Dec. 6, 1968
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BOX NUMBERS	DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	DISPOSAL AUTHORITY
FRC ONLY	AGENCY	

Item No. 25  
 Lot No. 68 D 158 ICS/PA Secret 1957-1966  
 Country Files of the Africa Book Program

Retain ~~101-11.4~~

Item No. 26  
 Lot No. 68 D 129 ICS/PF Secret 1951-1961  
 Country Files for the Book Translations Packet, Small Book Program & Short Stories (1951-1955), American Library Association (ALA) records of payments and other correspondence, Evidences of Effectiveness (1956-1957), Replies to Circulars on Books to Come (1960-1961), Memos (1956-1960), Circulars (1956-1960), and Country Files of the regular Book Translation Program (1956-1960)

Retain

Book Translation Packets, Small Book Program and Short Stories; ALA (American Library Association Correspondence) Folders; Evidence of Effectiveness; Replies to Circulars on Books to Come; Memoranda Folders; and Circular Folders

Country Files - Burma thru Indonesia, Djakarta

" " Japan, Tokyo

" " Korea, Seoul thru Vietnam, Saigon

Item No. 27  
 Lot No. 68 D 37 ICS/T Secret FY-1966  
 English Teaching Country Files for all areas and Program Files, i.e., General Correspondence, Memos, etc.

~~RETTAIN~~

Country Files - Near East, Far East & Latin Am.

" " Europe and Africa

MOA III 555.17(6)  
 Destroy  
 July 1, 1974

Program Files.

~~MOA III 555.17(6)~~  
~~RETTAIN~~

Item No. 28  
 Lot No. 68 D 53 IGC Secret 1959-1965  
 Miscellaneous Records and Personnel Files

Retain

Johnson vs Time Life (Misc. Files)

IGC Personnel Files and Misc. Files thru Misc. Precedent - 1959-1960 (Incl. material on Proxy marriages, wills, etc. conflict of interests)

N1/306/98/3/55

N1/306/98/1/3/55

7/74

N1/306/98/3/20

STANDARD FORM 135-A  
JULY 1951 EDITION  
GENERAL SERVICES ADMIN.  
FPMR (41 CFR) 101-11.4

RECORD TRANSMITTAL  
AND RECEIPT  
(CONTINUATION)

AGENCY  
Department of State

DATE  
Dec. 6, 1968

BOX NUMBERS

DESCRIPTION OF RECORDS WITH INCLUSIVE DATES

DISPOSAL AUTHORITY

FRC ONLY

AGENCY

134.

IOS-IGC Office Security Violations thru Black looseleaf binder regarding Guatemala Educational TV Project

Item No. 29

Lot No. 68 D 163 IGC Unclass. 1963 Background and Transcript of Proceedings regarding the "Nello L. Teer Co. Case" (Contract IA-6749)

~~Destroy~~  
Retain  
(until scheduled)

135.

Transcript of Proceedings of the Nello L. Teer Co. Case

136.

Background Material

Item No. 30

Lot No. 67 D 340 IMV/PN Conf. 1960-1966 Copies of job orders (IA-135) issued to News of the Day together with backup materials confirming work performed

MOA III, 555.16b  
Destroy  
Dec. 1969

137.

Folders 4-12 (1960 to Sept. 1964)

138.

Folders 13-21 (Oct. 1964 - Dec. 1966)

Item No. 31

Lot No. 68 D 9 IMV/PS L.O.U. 1962-1967 Project Files and general correspondence for Thai Washington Newsletter and Special Projects

Retain  
(Pending Schedule)

139.

Thai Washington Newsletter Program folders for programs #35-63 thru CBC Interview with McGeorge Bundy - Project #317-4024

140.

Thai Washington Newsletter Program folders for programs #64-103, 8/65 - 4/67

141.

Thai Washington Newsletter Program folders #6-15 thru America's Continuing Revolution Program #3 "U.S. Aid"

142.

Military Film Releases - 1966 thru Thai Governors in Puerto Rico, Project #3131740, 1965

Item No. 32

Lot No. 68 D 210 IOA/BF Secret 1964-1966 Official record copies of communications between field & Washington used as basis & background for country budgets

~~Destroy~~ & b  
Retain.

#2

FORM 135 DIVISION SERVICES ADMIN. 5-IV-302.00	<b>RECORD TRANSMITTAL AND RECEIPT</b>	<b>TO BE COMPLETED AT FEDERAL RECORDS CENTER</b>	
		ACCESSION NO. 70 A 4044	RECORD GROUP NO. 306

<b>INSTRUCTIONS</b> Send original and two copies to appropriate Federal Records Center. <b>EXCEPTION</b> —Send original and three copies to the Alexandria, Virginia, Center	SIGNATURE  	DATE RECORDS RECEIVED 30 SEP 1970
	TITLE Chief, Accession & Disposal Branch <i>MMQ</i>	

FROM: (Name and address of Agency transferring records) Department of State 21st and Virginia Ave., N.W.	TO: Federal Records Center, GSA  Suitland, Maryland
--	---

1. CITE SECURITY CLASSIFICATION AND/OR RESTRICTION ON USE OF RECORDS. IF ANY "SECRET" Available to officials of other Federal agencies and non-government researchers only upon approval of the U.S. Information Agency

2. SQUARE FEET OF SPACE CLEARED	3. FILING EQUIPMENT EMPTIED			4. CUBIC FEET OF RECORDS TRANSFERRED
A. OFFICE	B. STORAGE	A. FILE CABINETS (No.)	B. TRANS. FILES (No.)	C. SHELVING (Lin. Ft.)
	70	10		2270

5. NAME OF AGENCY CUSTODIAN OF RECORDS Mr. Charles A. Patterson	6. BUILDING AND ROOM NO. State Dept., Rm. 1239	7. TELEPHONE NO. 63-23524
--	---	------------------------------

8. MAY THE RECORDS BE DESTROYED AS SCHEDULED WITHOUT FURTHER AGENCY CONCURRENCE?  YES  NO

9. AGENCY OFFICIAL (Signature) <i>L. M. White</i>	10. TITLE USIA Records Management Officer	11. DATE Jan. 15, 1970
--	--	---------------------------

12. BOX NUMBERS	13. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES (Show organizational component creating records)	14. DISPOSAL AUTHORITY (Schedule and Item No.)
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FRC ONLY	AGENCY	DESCRIPTION OF RECORDS WITH INCLUSIVE DATES (Show organizational component creating records)	DISPOSAL AUTHORITY (Schedule and Item No.)
		Item No. 1 Lot No. 69 D 47 I/S Secret 1962 3 X 5 Index Cards, records of correspondence received in the Office of the Director and their disposition	Retain
1.		A - F	
2.		Ga - Mo	
3.		Moc - Wat	
4.		Wat - CIR - Buenos Aires	
5.		Field - White House	
		Item No. 2 Lot No. 69 D 299 I/S Secret 1965-1966 Chronological Files for the Office of the Director	Retain
6.		Jan. - Dec., 1965	
7.		Jan. - Oct., 1966	
		Item No. 3 Lot No. 69 D 233 IAA Secret 1953-1967	Retain
8.		Record copies of telegrams and pouch messages and Program Coordinator's record copies of Out-going Messages and Letters, 1966-1967	

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FPMR (41 CFR) 101-11.4

RECORD TRANSMITTAL  
AND RECEIPT  
(CONTINUATION)

AGENCY  
Department of State

DATE  
Jan. 15, 1970

BOX NUMBERS		DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	DISPOSAL AUTHORITY
FRC ONLY	AGENCY		

N1/306/98/3/58

- 34. M2-Donated Books, General, 1966 to M2-Donated Books, Columbia University, 1966
- 35. M2-Donated Books, Darien Book Aid Plan, 1966 to M2-Speed Reading Machines, 1966
- 36. M2-Donated Books, Whitman, 1966 to M2-Donated Books, Alexandria File, 1964

Item No. 12  
 Lot No. 69 D 103 ICS/T Secret 1966-1967  
 English Teaching Country Files and Adm. Files  
 i.e. general correspondence, memos, etc.

Boxes 1 & 2 Retain Perm.; Boxes 3 & 4 Retain until 7/74

N1/306/98/3/20

- 37. Adm. and Program Files thru Memos to and from Asst. Dir. Office (Mr. Harris)
- 38. Adm. and Program Files thru Five-year Projection Plan and Country Files - Near East

N1/306/98/3/18

- 39. Country Files - Latin America, Europe & Far East
- 40. Country Files - Africa and Personnel & Travel Folders

Item No. 13  
 Lot No. 69 D 315 ICS/T L.O.U. FY-1968  
 English Teaching Materials arranged alphabetically  
 by country within the area

Retain until 7/75

N1/306/98/3/19

- 41. IAA, IAS, IAE and IAN
- 42. IAL, IAF, and General Files

Item No. 14  
 Lot No. 69 D 188 IMV/MQ Unclass. 1946-67  
 Title Files (Motion Pictures)

Retain

- 43. A IS FOR ATOM thru A CHILD GOES FORTH
- 44. THE CHILDREN'S FOUNTAIN thru GRANT WOOD AMERICAN

Item No. 15  
 Lot No. 69 D 135 IOA/BE Secret FY-1966  
 Budget Statistical Reports, Correspondence Files,  
 Budgets, and other records for the European Area

Retain

- 45. A. Budget Submissions from Field thru K. Information Centers
- 46. A. Direct Media Support - IPS - WE, SEP, SUEE thru H. 19. USRO Paris

June 1, 2023 Production 000149

STANDARD FORM 135  
JULY 1961 EDITION  
GENERAL SERVICES ADMIN.  
REG. 3-IV-302.00

**RECORDS TRANSMITTAL  
AND RECEIPT**

**TO BE COMPLETED AT FEDERAL RECORDS CENTER**

ACCESSION NO. **71 A 2101** RECORD GROUP NO. **306**

SIGNATURE \_\_\_\_\_ DATE RECORDS RECEIVED **NOV 19 1970**

TITLE **Chief, Accession & Disposal Branch** *lpg*

FROM: (Name and address of Agency transferring records)

TO: Federal Records Center, GSA

Department of State  
21st and Virginia Ave., N.W.

Suitland, Maryland

1. CITE SECURITY CLASSIFICATION AND/OR RESTRICTION ON USE OF RECORDS, IF ANY. **(SECRET)** Available to officials of other Federal agencies and non-government researchers only upon approval of the U.S. Information Agency

2. SQUARE FEET OF SPACE CLEARED		3. FILING EQUIPMENT EMPTIED			4. CUBIC FEET OF RECORDS TRANSFERRED
A. OFFICE	B. STORAGE	A. FILE CABINETS (No.)	B. TRANS. FILES (No.)	C. SHELVING (Lin. Ft.)	
	<b>273</b>	<b>39</b>			<b>276</b>

5. NAME OF AGENCY CUSTODIAN OF RECORDS <b>Mr. Charles A. Patterson</b>	6. BUILDING AND ROOM NO. <b>State Dept., Rm. 1239</b>	7. TELEPHONE NO. <b>63-23524</b>
---	--	-------------------------------------

8. MAY THE RECORDS BE DESTROYED AS SCHEDULED WITHOUT FURTHER AGENCY CONCURRENCE?  YES  NO

9. AGENCY OFFICIAL (Signature) <i>T.M. Wirtzrock</i> by <i>[Signature]</i>	10. TITLE <b>USIA Records Management Officer</b>	11. DATE <b>Sept. 21, 1970</b>
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12. BOX NUMBERS <b>FRC ONLY</b>	13. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES (Show organizational component creating records)	14. DISPOSAL AUTHORITY (Schedule and Item No.)
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- Item No. 1  
Lot No. 69 D 393 I/R Unclassified  
1965-1968 Speaking engagements and Speeches of Leonard H. Marks, Memos to LHM from I/R, and Miscellaneous Correspondence for the Director.
1. 1965-1966 Speaking engagements of Leonard H. Marks and miscellaneous correspondence for the Director
  2. 1966-1968 Speaking engagements of Leonard H. Marks and Memos to the Director from I/R
  3. 1965-1968 Tapes of Leonard H. Marks' speeches

Retain

- Item No. 2  
Lot No. 69 D 466 I/R Unclassified  
1961-1965 Correspondence involving manuscripts submitted by Agency personnel for review of officers in I/R for possible publication and 1960-1964 USIA Press Releases
4. Jan. 1960-March 17, 1962 USIA Press Releases
  5. March 22, 1962-Dec. 1964 " " "
  6. 1961-1965 Manuscript clearances

Retain

*71A 2101*

STANDARD FORM 135-A  
 JULY 1961 EDITION  
 GENERAL SERVICES ADMIN.  
 REG. 3-IV-302.02

**RECO. TRANSMITTAL  
 AND RECEIPT  
 (CONTINUATION)**

AGENCY  
 Department of State

DATE  
 Sept. 21, 1970

BOX NUMBERS FRC ONLY	AGENCY	DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	DISPOSAL AUTHORITY
		Item No. 3 Lot No. 69 D 288 I/S Secret 1965-1968 Weekly Reports to the Director 1/25/56-6/29/64 Tie Reports	Retain
7.		Weekly Reports - IAA, IAE, IAL, IAN, IAS, IAF	
8.		" " I/R, I/IG, IOA, IOP, IPT	
9.		" " ICS, IGC, IMV, IPS, IBS	
10.		" " (1965-1967) - I/PA, IBS, IME, IOA, IOA/C, IOS, I/R	
11.		Tie Reports, 1 - 212	
		Item No. 4 Lot No. 69 D 221 IAA Secret 1960-1966 Regional Policy Files	Retain
12.		African Affairs thru IMV - Kingfish	
13.		IPS thru VISTA	
		Item No. 5 Lot No. 69 D 360 IAE Secret 1967 Record copies of Subject Communications pertaining to USIA operations in Regional Affairs and Background Material on Regional Affairs	Retain
14.		Personal thru USIO Geneva	
15.		USOECD Paris thru Trade Negotiations	
16.		Political - Defense thru Science	
17.		Technological Gaps and Marshall Plan Files	
		Item No. 6 Lot No. 69 D 507 IAE Secret 1967 General Files for the European Area	Retain
18.		BUD - Budget thru PER 13 - Assignment	
19.		PR - Public Relations thru INF Spain	
20.		INF Sweden thru EYES ONLY	

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REG. 3-IV-302.00

**RECORDS TRANSMITTAL  
AND RECEIPT  
(CONTINUATION)**

AGENCY

Department of State

DATE

Sept. 21, 1970

BOX NUMBERS		DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	DISPOSAL AUTHORITY
FRC ONLY	AGENCY		
		Item No. 7 Lot No. 69 D 522 IAE Secret 1968 Record copies of Subject Communications pertaining to USIA operations in Canada, U.K., Yugoslavia, and Regional Affairs and Back- ground material	Retain
	21.	Canada BUD-Budget to POL-Political Affairs and Relations (1) Canada	
	22.	Canada CA/POL-Quebec to INF 2-2 Monthly Highlights Reports U.K.	
	23.	U.K. INFO 6-Target Groups to EXH Exhibits Yugoslavia	
	24.	Yugoslavia INFO-Information General Zagreb to POL 23-6 Agents Yugoslavia	
	25.	Regional Affairs BKS-Books to Speeches Regional Affairs	
	26.	Regional Affairs INF 6-European Journalists Correspondents to DEF-18 Arms Control and Disarmament Regional Affairs	
	27.	DEF 6-Armed Forces (Military) Regional Affairs to SCI-Science and Technology Regional Affairs	
		Item No. 8 Lot No. 70 D 7 IAE Secret 1968 Record copies of Subject Communications pertaining to USIA operations in Austria, Germany, Switzerland, Sweden, Norway, Denmark, Finland, and Iceland and Background Material	Retain
	28.	Austria ORG. to Austria POL 2-1 Joint Weekas	
	29.	Switzerland ORG. to Switzerland SCI	
	30.	Germany BUDGET to Libraries	
	31.	Germany MV to Germany Policy	
	32.	Germany Policy 1 to Germany SP	
	33.	Sweden BUDGET to Sweden TP-Trade Promotion	
	34.	Norway ES-Equipment to Norway SP-Space	
	35.	Iceland BUDGET to Denmark R-Radio	



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REG. 3-IV-302.00

**RECORDS TRANSMITTAL  
AND RECEIPT  
(CONTINUATION)**

AGENCY  
Department of State

DATE  
Sept. 21, 1970

BOX NUMBERS		DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	DISPOSAL AUTHORITY
FRC ONLY	AGENCY		
	36.	Denmark AID to Finland SP-Space  Item No. 9 Lot No. 68 D 395 IAF Secret 1958-1967 Subject and Country Files	Retain
	37.	Country Files - Japan (1962-1966) thru Japan Field Reports ICS - 1966	
	38.	Japan - EC: Assistance to Less-Developed Countries thru 1966 Cul. Con. Japan - W - Cultural Conference	
	39.	Australia & New Zealand (1963-1967) - Area Studies thru IRS Canberra 1966	
	40.	Canberra (General) September, December 1966 thru New Zealand - CU 1966	
	41.	Korea (1959-1964) - Youth-Students-Education thru Chronological Correspondence 1966	
	42.	Korea - Oper. Docu. - Assessment thru Republic of Korea Part II - April 26, 1965	
	43.	Thailand (1963-1967) - Weekas 1967 thru Political 1965-1966	
	44.	Thailand Personnel 1966 thru Counter- Insurgency Status Reports 1963-1964	
	45.	Thailand - National Policy Papers 1964 thru Buddhism 1959-1966	
	46.	Thailand - Peace Corps 1961-1966 thru Thai Country Plans 1958-1966	
	47.	Burma (1962-1966) - NE Win U.S. Visit 1966 thru BO SETKYA 1966	
	48.	Indonesia (1959) - Inspection Report 1959; Philippines (1962-1965); and Manila (1966) thru Ridgeway; Ryan; Personnel-Misc.	
	49.	Manila - EUR-Reaction II thru Manila Con- ference & LRJ Trip	
	50.	Cambodia (1958-1967) - Cambodian Service Program Review Dec. 4, 1967 thru Shanouh	
	51.	Cambodia - General Correspondence thru Country Assistance Program Part II	

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**RECORDS TRANSMITTAL  
AND RECEIPT  
(CONTINUATION)**

AGENCY

Department of State

DATE

Sept. 21, 1970

BOX NUMBERS		DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	DISPOSAL AUTHORITY
FRC ONLY	AGENCY		
	36.	Denmark AID to Finland SP-Space  Item No. 9 Lot No. 68 D 395 IAF Secret 1958-1967 Subject and Country Files	Retain
	37.	Country Files - Japan (1962-1966) thru Japan Field Reports ICS - 1966	
	38.	Japan - EC: Assistance to Less-Developed Countries thru 1966 Cul. Con. Japan - W - Cultural Conference	
	39.	Australia & New Zealand (1963-1967) - Area Studies thru IRS Canberra 1966	
	40.	Canberra (General) September, December 1966 thru New Zealand - CU 1966	
	41.	Korea (1959-1964) - Youth-Students-Education thru Chronological Correspondence 1966	
	42.	Korea - Oper. Docu. - Assessment thru Republic of Korea Part II - April 26, 1965	
	43.	Thailand (1963-1967) - Weekas 1967 thru Political 1965-1966	
	44.	Thailand Personnel 1966 thru Counter- Insurgency Status Reports 1963-1964	
	45.	Thailand - National Policy Papers 1964 thru Buddhism 1959-1966	
	46.	Thailand - Peace Corps 1961-1966 thru Thai Country Plans 1958-1966	
	47.	Burma (1962-1966) - NE Win U.S. Visit 1966 thru BO SETKYA 1966	
	48.	Indonesia (1959) - Inspection Report 1959; Philippines (1962-1965); and Manila (1966) thru Ridgeway; Ryan; Personnel-Misc.	
	49.	Manila - EUR-Reaction II thru Manila Con- ference & LBJ Trip	
	50.	Cambodia (1958-1967) - Cambodian Service Program Review Dec. 4, 1967 thru Shanouh	
	51.	Cambodia - General Correspondence thru Country Assistance Program Part II	

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REG. 3-IV-302.00

**RECORD TRANSMITTAL  
AND RECEIPT  
(CONTINUATION)**

AGENCY  
Department of State

DATE  
Sept. 21, 1970

BOX NUMBERS		DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	DISPOSAL AUTHORITY
PRC ONLY	AGENCY		
		Item No. 10 Lot No. 70 D 76 IAF Secret 1966-1968 Subject Files for the Philippines and Indonesia	Retain
52.		Indonesia - BUD Budget thru POL 15 Government	
53.		POL 2-1 Joint Weekas thru Outgoing '67 and Philippines, BG Building & Grounds thru PIX Pictures	
54.		RE Research thru Outgoing '67	
		Item No. 11 Lot No. 70 D 105 IAF Secret 1961-1967 Subject Files for Japan, New Zealand, Australia, Singapore, Malaysia, and Korea	Retain
55.		Japan 1961-1967 - General thru Viet-Nam	
56.		Japan-Western Europe thru Community Participa- tion Oakland, Calif. - Fukuoka	
57.		Community Participation thru SIG Policy Guidance (info general)	
58.		Country Plan (info general) thru Japan Outgoing	
59.		New Zealand 1966-1967 - Economic thru New Zealand Outgoing and Australia 1966-1967 thru President's Trip to Australia	
60.		Australia Outgoing thru 1966 and Australia Outgoing 1967 and Singapore 1966-1967	
61.		Malaysia 1957-1967 - Malaysia Incoming 1966 thru WEEKAS II	
62.		Visits Vice President to Malaysia thru Language Question and Korea 1966-1967 - Research thru Cultural General	
63.		Youth Students thru Korea Outgoing 1966-1967	
		Item No. 12 Lot No. 70 D 146 IAF Secret FY-1967-68 Subject Files	Retain
64.		BUD Area Budget Correspondence FY-1968 thru BUD Budget Viet-Nam FY-1968	

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REG. 3-IV-302.00

**RECORD TRANSMITTAL  
AND RECEIPT  
(CONTINUATION)**

AGENCY  
Department of State

DATE  
Sept. 21, 1970

BOX NUMBERS		DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	DISPOSAL AUTHORITY
FRC ONLY	AGENCY		
	65.	Bud-7 Office & Post Submission Australia FY-1968 thru BUD 1-2 Program Planning Budget System Taiwan 1967	
	66.	BUD 1-2 Program Planning Budget System Thailand 1967 thru Chron File A.N. Johnson/M.Ruck Jan.-June 1968	
		Item No. 13 Lot No. 68 D 197 IAF/VN Secret 1966 Subject Files - Viet-Nam Working Group	Retain
	67.	BUD 15 - Financial Plans thru PR 11 Public Opinion & Inquiries	
	68.	Procurement & Contracting thru POL 13-13 Viet Cong	
	69.	Political Affairs 14 GVN Election thru INF 12 Special Project. 4 NVN Students	
	70.	INF 12 Public Opinion & Attitudes Speaking Tours (General) thru IPS Map Project	
	71.	Press thru PSY 2 JUSPAO Monthly	
	72.	PSY 2 General Report & Statistics thru CSM 12 Popular Attitude Toward Communism	
	73.	Political 2 General Reports & Statistics thru AID USAID Projects V-N	
	74.	Economics (DRV) thru Bulk Reports	
		Item No. 14 Lot No. 69 D 250 IAF/VN Secret 1966-1967 Subject Files - Viet-Nam Working Group	Retain
	75.	TRV 11 Travel Vouchers thru Information, 14-1 Briefing Papers	
	76.	Information, 12 Speaking Tours (Doug Pike) 2A East Asia Tour thru Libraries, Centers	
	77.	Motion Pictures, 6-9 - Production Materials thru Political, 2 General Reports & Statistics	
	78.	Political, 7 Visits. Meetings. Habib Meetings thru Political, Election - Campaigns	

STANDARD FORM 135-A JULY 1961 EDITION GENERAL SERVICES ADMIN. REG. 3-IV-302.00	<b>RECORD TRANSMITTAL AND RECEIPT (CONTINUATION)</b>	AGENCY Department of State	DATE Sept. 21, 1970
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BOX NUMBERS		DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	DISPOSAL AUTHORITY
FRC ONLY	AGENCY		
	79.	Political, Election Observers thru AID, 6 Third Country Assistance	
	80.	Europe thru Near East, Latin America, Africa, and Far East	
		Item No. 15 Lot No. 69 D 106 IAL Secret 1966 General Information Files - Mexico (Cuba)	Retain
	81.	Org. - Swiss Embassy thru DEF 12 - Armaments	
	82.	DEF 17 - Military Transportation thru Tri-Continent Congress (Havana, Cuba Jan. 3-10)	
		Item No. 16 Lot No. 69 D 220 IAL Secret 1966-1967 Files of IAL domestic and field corres. concerning USIA activities in Latin America	Retain
	83.	Colombia thru People-to-people	
	84.	Colombia - Personnel thru Youth	
	85.	Venezuela thru Personalities	
	86.	Venezuela - Personnel thru Youth	
		Item No. 17 Lot No. 70 D 132 IAL Secret 1958-1967 IAL Basic policy documents and media projects concerning USIA activities in Latin America	Retain
	87.	Viet-Nam - Policy and Internal Memos thru Latin American Economic Growth Trends	
	88.	Astronauts Tour - 1966 thru UNITAS VII-1966	
	89.	Central American Fund for Economic Integration thru D.5 Inter-American Development Bank	
	90.	Troop Information and Education Report for LA thru LA Journalist Interview w/Pres. Johnson Project	
		Item No. 18 Lot No. 70 D 133 IAL Secret 1961-1966 Files of IAL domestic and field corres. concerning USIA activities in LA	Retain
	91.	Budget thru Local TV Productions	

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**RECORDS TRANSMITTAL  
 AND RECEIPT  
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AGENCY

Department of State

DATE

Sept. 21, 1970

BOX NUMBERS		DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	DISPOSAL AUTHORITY
FRC ONLY	AGENCY		
	92.	Press Service thru Labor  Item No. 19 Lot No. 70 D 130 IAS Secret 1962-1966 Soviet Affairs Files	Retain
	93.	1962 - VOA thru 1963 IMG	
	94.	1965 - Administrative (Gen.) - Exchanges (Gen.)	
	95.	1965 - Exchanges (Gen.) - Science Cooperation	
	96.	1965 - Literature & Arts - 1966 VOA Russian	
	97.	1966 - VOA English - Political Writers	
	98.	1966 - Economic - Exhibits; Technical Books	
	99.	1963 - Exhibits; Soviet Exhibits - 1965 Exhibits; Architecture	
	100.	1965 - Exhibits; Soviet Exhibits - 1964 Graphic Arts (Effectiveness, Evaluation Reports)	
	101.	1965 - Graphic Arts (Promotion & Publicity - Propaganda; Novosti Agency)  Item No. 20 Lot No. 69 D 381 IGC Confidential 1943-1966 Miscellaneous Subject and General Files	Retain
	102.	Associated Broadcasting Co. (Wesley I. Dumm) thru British Broadcasting Corp. 1947/54	
	103.	Claims, IBS, Misc. thru Dixon Land Acquisition letter 1964	
	104.	East Coast Facilities thru Iran - Project 70 - 1954/59 background corres. re. a transmitter	
	105.	Liberia - TCN Third Country Nationals (1964) thru Okinawa - Japanese Housing	
	106.	Pakistan, Karachi (VAO) thru Sugar Loaf Operation	
	107.	Tangier Conference 1956 thru Wayne & Brenwood material termination agreement 1940/63	

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**RECORD TRANSMITTAL  
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AGENCY  
Department of State

DATE  
Sept. 21, 1970

BOX NUMBERS		DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	DISPOSAL AUTHORITY
FRC ONLY	AGENCY		
	108.	World Wide Broadcasting Co. SRUL - Walter Lemmon SCC 873-875; appeal Contract IA-5505; 4 folders corres. and background including FCC corres. 1952/46; 47/51; 52/56; 57/62	
	109.	Guatemala TV-1966 (from front office) thru Intl. Broadcasting WINB Red Lion, Penna. 1963	
	Item No. 21	Lot No. 69 D 503 IGC Confidential	Retain
		1964-1967 Files and transcript of testimony in the OTHA N. LASSITER case and a Child Custody File	
	110.	Background files and 12 volumes of testimony in Otha N. Lassiter Conduct Case, 1967 and a Child Custody File 1966-1967	
	111.	Reliance Enterprise - disputed contract and Appeal and Decision 1964/66	
	Item No. 22	Lot No. 70 D 141 IBS/ET Secret	Retain
		1967 Correspondence and Subject Files for Domestic and Overseas Relay Station of IBS/ET Operations	
	112.	Incoming correspondence for Domestic and Overseas Relay Stations 1967	
	113.	Incoming and Outgoing correspondence for Domestic and Overseas Relay Stations 1967	
	114.	Outgoing chron and Irregularity Reports for Domestic and Overseas Relay Stations 1967	
	115.	Irregularity Reports for Domestic and Overseas Relay Stations 1967	
	116-117	Irregularity Reports and Monthly Reports for Domestic and Overseas Relay Stations 1967	
	118.	Monthly Reports for Domestic and Overseas Relay Stations 1967	
	119.	Quarterly Statistical Reports for Domestic and Overseas Relay Stations 1967 and FY-67/68 Financial and Budget Estimate	
	120.	Incoming and Outgoing chrons (Classified) 1967 and Domestic FY-67/68 Financial and Budget Est.	

RECORD TRANSMITTAL  
AND RECEIPT  
(CONTINUATION)AGENCY  
Department of StateDATE  
Sept. 21, 1970

BOX NUMBERS		DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	DISPOSAL AUTHORITY
FRC ONLY	AGENCY		
		Item No. 23 Lot No. 70 D 8 IBS/PE Secret 1965-1966 European Division Subject, Alpha- betical, and Service Files	Retain
	121.	Subject files - Administration, Personnel, 1965 - Staff Memos, Memoranda to Branch & Service Chiefs, 1965 - Alphabetical files A, Assessment Reports (Country, 1965) - G, Guidances, 1965	
	122.	Alphabetical files, G, Guidances, 1965 - Alphabetical files XYZ, Nothing. W - World Wide English, 1965	
	123.	European Division files, Armenian Programming, Effectiveness, Monthly Reports, Personnel, 1965 - Other countries Files, 1965	
	124.	Subject files - Administration, Personnel, 1966 - Staff Memos, Memoranda to Branch & Service Chiefs, 1966 - Alphabetical files A, Assessment Reports (Country, 1966) - G, Guidances, 1966	
	125.	Alphabetical files, G, Guidances, 1966 - Alphabetical files XYZ, nothing. W - World Wide English, 1966	
		Item No. 24 Lot No. 70 D 200 IBS/PREWS Secret 1942-1967 Purchase Order Files	MOA III, 555.3d(1)b
	126.	Aparicio, Mael - Blum, Lylyan	
	127.	Blodnieks, Adolfs - Chaelli, Christine	
	128.	Caruekki, Ilona - DeLestree, Pierre	
	129.	Dagis, Leonids - Hardy, Colman	
	130.	Hertsgaard, Rolf H. - Mariassym, Katalin	
	131.	Marinoposki, Stefan N. - Ojamao, Voldemar	
	132.	Okinshevich, Leo - Rozenhnal, Alois	
	133.	Rozmanynowki, Franches - Szaboe, Sandor	
	134.	Szaiajko, Jerzy - Zymantas, Stacep	



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RECORDS TRANSMITTAL  
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AGENCY  
Department of State

DATE  
Sept. 21, 1970

BOX NUMBERS		DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	DISPOSAL AUTHORITY
FRC ONLY	AGENCY		
		Item No. 25 N1/306/98/3/23 → Lot No. 69 D 504 ICS/B Confidential	Retain
135.		Blue Book Material, 1955-1960; Operations & Policy Research contract material, 1953-1965; ICS/B Correspondence to and from authors, publishers, etc., Jan. 1964-Dec. 1965; and Religious materials, 1951-1959	
		Item No. 26 Lot No. 70 D 164 ICS/E Conf.	MOA III, 555.17af
136.		Chisholm Trail - EXH Berlin GreenWeek '68 thru EXH 1-4 Coordination Smithsonian - Jan.-May '68	
137.		EXH 1-4 Coordination Smithsonian - June-Dec. '68 thru Budget - BUD 17 Budget Back-Up FY-68	
138.		Trade Missions 1968 - EXH 1 General Policy. Plans, Guidelines. Background thru EXH 1-3 Suggestions & Proposals and Area Proposed Projects '67, EXH 1-4 Coordination Commerce thru EXH 1-4 Coordination Defense	
139.		EXH 1-4 Coordination Labor thru EXH 11 Exhibit Components and Budget - BUD 1 General Policy Plans thru Weekly Report	
140.		EXH 1-4 Coordination. Correspondence thru EXH Madras '67	
141.		EXH Inpromash '67 thru Field Reports '67 and BUDGET - BUD Planning Material	
		Item No. 27 Lot No. 70 D 109 ICS/PE Unclass.	<del>MOA III, 555.17p</del>
N1/306/98/3/50	TEMP	142. 1951-1955 Publishers files for Book Translation Packets and condensations, Agreements, and related correspondence	
		Item No. 28 Lot No. 69 D 392 ICS/PES Conf.	NN 169-8, Item 8
143.		1956-1964 General Correspondence with publishers	

**RECORDS TRANSMITTAL  
AND RECEIPT**

TO BE COMPLETED AT FEDERAL RECORDS CENTER

ACCESSION NO.

72 A 4932

RECORD GROUP

396

**INSTRUCTIONS**

Send original and two copies to appropriate Federal Records Center.

**EXCEPTION**—Send original and three copies to the Alexandria, Virginia, Center

SIGNATURE

DATE RECEIVED

3-15-72  
*[Signature]*

TITLE

FROM: (Name and address of Agency transferring records)

Department of State  
21st & Virginia Ave., N. W.

TO: Federal Records Center, GSA  
Suitland, Maryland

1. CITE SECURITY CLASSIFICATION AND/OR RESTRICTION ON USE OF RECORDS, IF ANY "CONFIDENTIAL" Available to Officials of other Federal Agencies and Non-government Researchers upon approval of the US Information Agency

2. SQUARE FEET OF SPACE CLEARED

3. FILING EQUIPMENT EMPTIED

4. CUBIC FEET OF RECORDS TRANSMITTED

A. OFFICE

98

B. STORAGE

50

A. FILE CABINETS (No.)

14

B. TRANS. FILES (No.)

C. SHELVING (Lin. Ft.)

100

5. NAME OF AGENCY CUSTODIAN OF RECORDS

Charles A. Patterson

6. BUILDING AND ROOM NO.

Dept. of State, Room 1239

7. TELEPHONE NO.

63-32324

8. MAY THE RECORDS BE DESTROYED AS SCHEDULED WITHOUT FURTHER AGENCY CONCURRENCE?  YES  NO

9. AGENCY OFFICIAL (Signature)

*T.M. Wittstock by [Signature]*

10. TITLE

USIA Records Management Officer

11. DATE

February 3, 1972

12. BOX NUMBERS

FRC ONLY

AGENCY

13.

DESCRIPTION OF RECORDS WITH INCLUSIVE DATES  
(Show organizational component creating records)

14. DISPOSAL AUTHORITY  
(Schedule and Item No.)

**Item No. 1**

Lot No 70 D 225 IAF 1968  
Procurement records for TV Project in Viet-Nam. Copies of requisitions, purchase orders, invoices, paid vouchers, and incoming & outgoing communications regarding procurement for items listed below under Code ID numbers.

MOA III 555 (3a)

1. MVF 4-1 Procurement: 68-VariouS --- 68-5166
2. MVF 4-1 Procurement: 68-5168 ---- 68-5358
3. MVF 4-1 Procurement: 68-5356 ---- 68-5549
4. MVF 4-1 Procurement: 68-5550 ---- 68-9076

**Item No. 2**

Lot No 71 D 92 IAS 1968-1969  
East European Files, general and by country (Poland, Hungary, Czechoslovakia, Romania and Eastern Europe

MOA III 554.2

5. Hungary: BKS - Books to POL 1 - Political Affairs and Relations - General Policy & Background
6. Hungary: POL 2 - General Reports & Statistics to Poland: EDX - General
7. Poland: EDX 10 - Foreign Students Program to PB 13 - Poland Magazine - Sales & Dist.

*4*  
*20 463 [Signature]*

72A4932

BOX NUMBERS		DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	DISPOSAL AUTHORITY
FRC ONLY	AGENCY		
	8.	Poland: PB - Ameryka Magazine to HLTH 14-6 - Hospitals, Clinics: Krakow Hos	
	9.	Czechoslovakia: Czech Invasion of 1968	
	10.	Eastern Europe: EUD 1-2 to MV - Motion Pictures & Television	
	11.	Eastern Europe: P - Press to Czechoslovakia: MVP - Motion Pictures & Television	
	12.	Czechoslovakia: MVP - Motion Pictures & Television SCI - Science	
	13.	Bucharest: BKS - Books to MVP-TV - Motion Pictures & Television	
	14.	Bucharest: P - Press to SCI 7 - Visits	
		Item No. 3 Lot No 70 D 533 IBS/A 1967 Daily Administrative Files for 1967	MOA III 555.4c & e
	15.	ACC 5 Laws & Regulations to PER 4-2 Staffing Complement - Ceiling	
	16.	PER 4-3 Staffing Complement - Program Centers PER 13-12 Employment - Purchase Order Vendors	
		Item No. 4 Lot No 71 D 415 IBS/ET 1968-1970 Financial Plans and Budget Estimate for the Operations Relay Station - Domestic, European, and Far East	MOA III 554.2 <b>b(6)</b> 28
	17.	Financial Plan and Budget Estimates 1968-1969	
	18.	Financial Plan and Budget Estimates 1969-1970	
		Item No. 5 Lot No 70 D 395 ICS/B 1959-1966	<del>MOA III 555.17h</del>
	19.	Books Appraised (1/1964-12/1966); Field Messages (1/1963-12/1966); Military Adm. Program (1/1963- 12/1965); Monthly Statistical Report (1/1961-12/ 1964); Moscow Fair (1959 & 1963); and Peace Corp (1/1964-12/1966)	
		Item No. 6 Lot No 71 D 378 ICS/B 1960-1967 Bkg Records of Bibliographic Div. & Misc. Records	

11/306/48/3/23

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GENERAL SERVICES ADMIN.  
FPMR (41 CFR) 101-11.4

RECOR. TRANSMITTAL  
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(CONTINUATION)

AGENCY  
Department of State (USIA)

DATE  
February 8, 1972

BOX NUMBERS DESCRIPTION OF RECORDS WITH INCLUSIVE DATES DISPOSAL AUTHORITY

M1/306/98/  
3/23

20. 1. Advisory Commission - 1960-1963 thru  
11. Special Lists - 1960-1966 (Science thru 50th  
Anniversary Russian Revolution) MOA III 555.17 h 1

21. 1. Africa Translation Committee - 1964-1961 thru  
7. Venezuela Report 1966 MOA III 555.17 h 2

Item No. 7  
Lot No 70 D 535 ICS/C FY-1968 MOA III 555.17t  
Correspondence and Book orders relating to Pre-  
sentation Programs, Information Centers and Bi-  
national Centers

22. General Files; Presentation Book Orders and Logs  
for African and Latin American Posts

23. Presentation Book Orders and Logs for East Asia  
and Pacific

24. Presentation Book Orders and Logs for Near East  
and South Asia

25. Information Center East Asia and Pacific Book  
Orders

26. Binational Center East Asia and Pacific Informa-  
tion Center European Book Orders

Item No. 8  
Lot No 70 D 536 ICS/C 1966-1968 MOA III 555.17az(2)  
Correspondence and orders relating to Periodical  
Subscriptions for Presentation & Information  
Centers

27. General Files FY-1968; African & European Presenta-  
tion Periodical Subscriptions 1968; and Latin  
American Periodical Files for 1968

28. Near East & Far East Information Center Periodi-  
cal Subscriptions 1968; Presentation Log - CY 69;  
Latin American Information Center & Binational  
Center Periodical Subscriptions 1967; and Latin  
American Presentation Periodical Subscription-1966

Item No. 9  
Lot No 71 D 307 ICS/C 1968-1969 MOA III 555.17az(2)  
Correspondence and Orders relating to periodical  
subscriptions for presentation and Information  
Centers

29. Selected Annual Publications for Information Cen-  
ters & Binational Centers; Presentation Periodical  
Subscriptions for Europe & Far East FY-1968; and  
General

June 1, 2023 Production 000164

STANDARD FORM 135-A JULY 1961 EDITION GENERAL SERVICES ADMIN. FPMR (41 CFR) 101-11.4	<b>RECOR TRANSMITTAL AND RECEIPT (CONTINUATION)</b>	AGENCY Department of State (USIA)	DATE February 8, 1972
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BOX NUMBERS	DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	DISPOSAL AUTHORITY
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FRC ONLY	AGENCY	DISPOSAL AUTHORITY
30.	Presentation Periodical Subscription orders for Africa, Europe, Far East, Latin America, Near East and Soviet Bloc. FY-1969	
31.	General Post Files for Latin America, Europe and Soviet Bloc. FY-1969	
32.	General Post Files for Far East, Near East and Africa FY-1969	
	Item No. 10 Lot No 71 D 308 ICS/C FY-1969 Correspondence and Book Orders relating to Information Centers, Binational Centers and Presentation Programs	MOA III 555.17 ay
33.	Information Center Book Orders - Africa	
34.	Information Center & Binational Center Book Orders Europe and Soviet Bloc.	
35.	Information Center Book Orders - Near East	
36.	Information Center & Binational Center Book Order - Near East	
37.	Information Center & Binational Center Book Orders - Latin America	
38.	Binational Center and Information Center Book Orders - East Asia Pacific	
39.	Presentation Book Orders and Logs for Africa, Latin America and Near East	
40.	Presentation Book Orders and Logs for Soviet Bloc, Europe and Far East	
	Item No. 11 Lot No 70 D 179 ICS/ED 1967-1968 Project data from research and design thru production on the three 1968 International Trade Fair held in Budapest, Hungary; Poznan, Poland; and Plovdiv, Bulgaria	<del>MOA III 555.17a</del>
41.	Cables - Incoming 1967-1968 to EXH 6 Contributors	
42.	EXH 6 Contributors to EXH 10 Design Constr. Prod.	
43.	EXH 10 Design Constr. Prod. to Poznan Trade Fair	

11/306/98/  
3/46

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RECORDER TRANSMITTAL  
 AND RECEIPT  
 (CONTINUATION)

AGENCY

Department of State (USIA)

DATE

February 8, 1972

BOX NUMBERS

DESCRIPTION OF RECORDS WITH INCLUSIVE DATES

DISPOSAL AUTHORITY

FRC ONLY

AGENCY

*N1/306/98/*  
*3/46*

44.  
45.

Item No. 12  
 Lot No 70 D 302 ICS/ED 1966  
 Record copies of subject communications pertain-  
 ing to the 1966 Bangkok International Trade Fair  
  
 EXH Bangkok Fair (Main File thru  
 EXH 10 Design. Construction, Production  
  
 EXH 11 Exhibit Components - "Architecture thru  
 PIX 6 Outside Resources and Talents

MOA III 555.17af /

Item No. 13  
 Lot No 70 D 181 ICS/EO 1964-1968  
 Project Files for World-Wide Circulating Exhibits  
  
 These 6 boxes were destroyed before the SF 135  
 was typed. No boxes transferred to FRC

MOA III 555.17af(2)

DESTROYED

46-51

Item No. 14  
 Lot No 71 D 431 ICS/EO 1967-1968  
 Exhibit Project Files - 1967 (Blue & Yellow)  
 Exhibit Project Files - 1968 (Blue)

MOA III 555.17af(1)

- 52. Blue/Yellow 1967 Projects: 67-001 --- 67-017
- 53. Blue/Yellow 1967 Projects: 67-018 --- 67-052
- 54. Blue/Yellow 1967 Projects: 67-053 --- 67-065
- 55. Blue/Yellow 1967 Projects: 67-066 --- 67-221
- 56. Blue Label - 1968 Projects: 68-001 --- 68-038
- 57. Blue Label - 1968 Projects: 68-041 --- 68-089
- 58. Blue Label - 1968 Projects: 68-090 --- 68-129

Item No. 15  
 Lot No 71 D 444 ICS/EO 1965-1970  
 Project Files for World-Wide Circulating Exhibits

MOA III 555.17af(2)  
 Destroy Jan. 1, 1974

- 59. G-1470 --- Education in the Arts thru  
67-215 --- Our Alliance in Action
- 60. 67-221 --- Lunar Module Model thru  
69-053 --- Packing of Exhibit's
- 61. 69-056 --- Buttons for Poland thru  
69-118 --- Apollo Space Suit w/Manikin to E Europe
- 62. 69-120 --- Grid System thru  
70-103 --- Manpower and Education

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REG. 3-IV-302.00

**RECORDS TRANSMITTAL  
AND RECEIPT**

**TO BE COMPLETED AT FEDERAL RECORDS CENTER**

ACCESSION NO. [REDACTED] RECORD GROUP NO. 306

SIGNATURE [REDACTED] DATE RECORDS RECEIVED 3-14-72

TITLE

**INSTRUCTIONS**  
Send original and two copies to appropriate Federal Records Center.  
**EXCEPTION**—Send original and three copies to the Alexandria, Virginia, Center

**FROM:** (Name and address of Agency transferring records)  
  
Department of State  
21st & Virginia Ave., N. W.

**TO:** Federal Records Center, GSA  
  
Suitland, Maryland

1. CITE SECURITY CLASSIFICATION AND/OR RESTRICTION ON USE OF RECORDS, IF ANY "SECRET" Available to Officials of Other Federal Agencies & Non-government Researchers only upon approval of the U S Information Agency

2. SQUARE FEET OF SPACE CLEARED 175 3. FILING EQUIPMENT EMPTIED 4. CUBIC FEET OF RECORDS TRANSFERRED 350

5. NAME OF AGENCY CUSTODIAN OF RECORDS Mr. Charles A. Patterson 6. BUILDING AND ROOM NO. Dept. of State, Room 1239 7. TELEPHONE NO. 63-23524

8. MAY THE RECORDS BE DESTROYED AS SCHEDULED WITHOUT FURTHER AGENCY CONCURRENCE?  YES  NO

9. AGENCY OFFICIAL (Signature) T.M. Witzrock by [Signature] 10. TITLE USIA Records Management Officer 11. DATE February 25, 1972

12. BOX NUMBERS 13. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES (Show organizational component creating records) 14. DISPOSAL AUTHORITY (Schedule and Item No.)

FRC ONLY	AGENCY	DESCRIPTION OF RECORDS WITH INCLUSIVE DATES (Show organizational component creating records)	DISPOSAL AUTHORITY (Schedule and Item No.)
1-350		<p>Item No. 1 Lot No 70 D 430 I/S 1963-1964 3 x 5 Index Cards (Record of correspondence received in the Office of the Director and disposition)</p> <p>1. A --- P, 1963 2. O --- Congressional "C", 1963 3. Congressional "D" 1963 --- Ki, 1964 4. Kl --- Madrid, 1964 5. Managua --- White House, 1964</p> <p>Item No. 2 Lot No 70 D 449 I/S 1963 Records maintained for the Office of the Director</p> <p>6. Administration --- Broadcasting, Inquiries and Comments 7. Broadcasting Private --- Director, Miscellaneous 8. Director, Radio Television --- Field, Latin American Republic 9. Field, Near East --- Info. Center, Exhibit, etc. 10. Motion Pictures --- Public Information-Crackpot 11. Research &amp; Analysis --- Applicant "Z"</p>	<p><del>MOA 463.22 Item 1</del> MOA III 554.2 2 b(7)</p> <p>MOA III 554.2 b(7)</p> <p>1/76</p>

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**RECORDS TRANSMITTAL  
 AND RECEIPT  
 (CONTINUATION)**

AGENCY

Department of State (USIA)

DATE

February 25, 1972

BOX NUMBERS		DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	DISPOSAL AUTHORITY
FRC ONLY	AGENCY		
28.		Motion Pictures --- Public Information Folders D	
29.		Public Information Folders E --- Television Ser.	
		Item No. 7 Lot No 71 D 523 I/S 1966-1968 Chronological Files from the Office of the Director	MOA III 554.2 b(7)
30.		November 1966 --- August 1967	
31.		September 1967 --- April 1968	
32.		March 1968 --- January 1968 Suggestion Chrons - 1966, 1967, & 1968	
		Item No. 8 Lot No 71 D 255 IAA 1962-1968 General Correspondence and Specific Country Plans and Assessment Reports for Africa, 1965 - 1968; also some Country Plans dating back to 1962	MOA III 554.2 b(7) and b(8)
33.		INF 1-2 African Regional Program Memorandum 1967 INF 1-2 Country Plan Malawi, 1968	
34.		INF 1-2 Country Plan, Morocco, 1967 to INF 1-2 Assessment Reports, 1967	
35.		BG Buildings and Grounds - Libya, 1968 to EXH Exhibit: "Communication through Art" 1966/67	
36.		INF 11 Research: Jeune Afrique, 1967 to ZAMBIA Inspection Report, 1968	
		Item No. 9 Lot No 70 D 107 IAE 1967-1968 Record Copies of Subject Communications and Background Material pertaining to USIA Operation in France, Belgium, The Netherlands, Luxembourg, Spain, Portugal, and Malta	MOA III 554.2 b(7)
37.		France: BUD 1-2 --- France: INFO 11	
38.		France: LIB --- France: IAB	
39.		France: COM --- France: POL 14	
40.		France: POL 15 --- France: Chrons	
41.		Belgium and Luxembourg	
42.		Netherlands and Luxembourg	



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 FPMR (41 CFR) 101-11.4

**RECORDS TRANSMITTAL  
 AND RECEIPT  
 (CONTINUATION)**

AGENCY

Department of State (USIA)

DATE

February 25, 1972

BOX NUMBERS		DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	DISPOSAL AUTHORITY
FRC ONLY	AGENCY		
	43.	Portugal	
	44.	Spain: Budget --- Motion Pictures & Television	
	45.	Spain: Press & Publications --- Chrons	
	46.	Portugal and Malta	
	47.	Spain: Budget --- Labor	
	48.	Spain: Science --- Chrons	
		Item No. 10 Lot No 71 D 96 IAE 1969 Record Copies of Subject Communications per- taining to USIA Operations in Austria, Germany, Switzerland, Sweden, Norway, Iceland, Finland, and Denmark	MOA III 554.2 b(7)
	49.	Austria: BUD --- Switzerland: Correspondence	
	50.	Germany: BUD --- GERMANY: INF 2-2	
	51.	Germany: INF 6 --- GERMANY DEF 4	
	52.	Germany: POL --- Sweden: Research	
	53.	Sweden: AID --- Iceland: B-52	
	54.	Norway: BUD --- Denmark SOC	
	55.	Denmark: CSM --- Finland: Latin American Data	
		Item No. 11 Lot No 71 D 97 IAE 1969 Record Copies of Subject Communications per- taining to USIA Operations in Canada, United Kingdom, and Regional Affairs	MOA III 554.2 b(7)
	56.	Canada: BUD --- Canada: DEF 4	
	57.	Canada: POL --- United Kingdom INFO 2	
	58.	United Kingdom INFO 2-2 --- United Kingdom: SCI	
	59.	United Kingdom: SCI --- Regional Affairs: INF	
	60.	Regional Affairs INF --- Regional Affairs: FT	
	61.	Regional Affairs DEF --- Regional Affairs END	

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GENERAL SERVICES ADMIN.  
FPMR (41 CFR) 101-11.4

**RECORDS TRANSMITTAL  
AND RECEIPT  
(CONTINUATION)**

AGENCY  
Department Of State (USIA)

DATE  
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BOX NUMBERS  
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	Item No. 12	Lot No 69 D 49 IAF 1955-1967	MOA III 554.2 <i>b(7)</i>
		Subject Files for Thailand, Philippines, Indonesia	
62.	Thailand: Phitsamulok ---	Regional Program Memo	
63.	Thailand: Ubon ---	Press and Presence	
64.	Thailand: Insurgency ---	Philippines: Bio Data	
65.	Philippines: Weekas ---	Inspection Reports	
66.	Indonesia: Inspection Reports ---	CAS Reports	
	Item No. 13	Lot No 70 D 300 IAF 1967	MOA III 554.2
		Subject Files of the Assistant Director, USIA for East Asia and Pacific, Policy Program Officer, and Deputy Assistant Director, USIA for East Asia and Pacific	
67.	Acc ---	Edx 22	
68.	Exh ---	Pb 29-3	
69.	Psy ---	Rio and E 6-3, Pol	
	Item No. 14	Lot No 70 D 463 IAF 1966-1967	MOA III 554.2 <i>b(7)</i>
		Incoming - Outgoing Action Copy Cables	
70-71		1966-1967 Incoming/Outgoing Action Copy Cables	
	Item No. 15	Lot No 70 D 465 IAF 1968	MOA III 554.2 <i>b(7)</i>
		Country Files for Japan, Korea, Singapore, Malaysia, New Zealand, and Australia	
72	Jerome A. Stone - Exhibits thru	New Zealand & Malaysia Country Files	
73.	Information - Suva thru	Malaysia & Singapore Country Files	
74.	Australian Daily News - E-Economic Affairs thru	Australia Country Files	
75.	SP 12-4 Scientific Satellites - Holyoke thru	Australia & New Zealand Country Files	
76.	BUD 1 Budget ---	Korean Emergency ROKG	

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77. Korea Crisis Press Guidance, Press Reaction IPS Output - CU Womens Activities Japan thru Korea and Japan Country Files

78. EDU 12 - Educational Media Techniques thru Okinawa Japan

Item No. 16  
Lot No 70 D 493 IAF 1962-1968  
Subject Files form the Office of Assistant Director for East Asia and Pacific Affairs

MOA III 554.2 b(7)

79. Taiwan: Correspondents, 1965 thru  
Hong Kong: MVP - Motion Picture & TV

80. Hong Kong: PER - Personnel thru  
Hong Kong: PRC - Procurement & Contracting

81. Hong Kong: PER - Personnel thru  
Hong Kong: INF - Biographical

82. Hong Kong: MVP - 1968-69 - Motion Picture thru  
Hong Kong: Laos Miscellaneous

Item No. 17  
Lot No 71 D 46 IAF 1968-1969  
IAF Correspondence Files

MOA III 554.2 b(7)

83. Budget Correspondence

84. Media Support

Item No. 18  
Lot No 71 D 233 IAF 1969-1971  
FY 1969 --- FY 1971 containing correspondence relating to the purchasing/shipping/disposition of items to JUSPAO, Saigon, Vietnam.

MOA III 555.3d(1)(a)  
b4

85. Code ID Numbers: 71-2001 --- 71-7067

86. Code ID Numbers: 70-3003 --- 70-1250

87. Code ID Numbers: 70-1251 --- 70-1689

88. Code ID Numbers: 69-6001 --- 69-6229

89. Code ID Numbers: 69-6231 --- 69-6706

90. Code ID Numbers: 69-8006 --- 69-6629

91. Code ID Numbers; 69-6630 --- 69-8172

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		Item No. 19 Lot No 71 D 45 IAF/VN 1966-1969 Subject Files - Viet Nam Working Group	Retain pending development of schedule
92.		ADM, MGT	
93.		BKS, RADIO, PRESS	
94.		PRESS, MP, TV, PSY	
95.		POL	
96.		CSM, POL	
97.		PB, PRESS, MVP, INF, POL	
98.		POL, AID	
99.		TCJ	
		Item No.20 Lot No 70 D 91 IAL 1967-1968 Files of IAL Domestic and Field correspondence concerning USIA Activities in Latin America	<del>NN-469-22</del> MOA III 554. 2 b(7)
100.		IAL Daily Reading Files: Jan 1967 --- March 1968	
101.		IAL Daily Reading Files: Apr 1968 --- July 1967	
102.		USIA Circulars: Aug. 1967 --- Dec. 1968	
103.		State Department Circulars: Jan --- Dec 1967	
104.		State Department Circulars: Jan --- Dec 1968	
105.		ACC 1 Gen Pol-Plans- Principles --- BUD 14-6	
106.		BUD 15 Fin. Plans --- ORG 3-2 Chief of Mission	
107.		ORG 3-2 Summit Mtg --- ORG 8 Est. Functions.	
108.		ORG 9 Management Surveys --- PER 8 Att & Leave	
109.		PER 9 Training ---- VEH Vehicles	
110.		BKS 1 LA Book Translation --- CUL 2 Rpts & Stat.	
111.		CUL 3 Org & Conf --- EDU 13 Seminars. Workshops	
112.		EDX 1 Gen Pol Plans --- EXH 2 Gen Rpts & Stat.	
113.		EXH 5 Laws, Reg Pro --- INF 1-2 CPPMS	

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	114.	INF 1-3 Prog Pol Dir --- INF 2-2 Co PAO Letters	
	115.	INF 2-2 Pro Highlights --- INF 7-2 Media Status	
	116.	INF 7-3 Qtly Review of Media --- MVP 1-1 Prop	
	117.	MVP 2 Gen Rpt & Stat --- P 19 Wireless File	
	118.	P 24 Press Materials --- PVT 10 Community Aff.	
	119.	PVT 12 Special Projects --- AID Alliance for Pro	
	120.	AID - CIAP --- POL 1 CASP	
	121.	POL 1 IG/ARA --- POL 1 CASP El Salvador	
	122.	POL 1 CASP Guatemala --- POL 3 OAS	
	123.	POL 3 OAS-IACC --- POL 17 Dipl & Cons Repre	
	124.	POL 23-3 Internal Sec --- CSM 10 Communist Prop	
	125.	CSM 10 (Argentina) --- SOC Social Development	
	126.	SOC 13 Population --- SOC 13-3 Growth & Decline	
		Item No. 21	
		Lot No 70 D 201 IAL 1967-1968	<del>NN-463-22</del>
		Records of IAL Domestic and Field Correspondence concerning USIA Activities in Costa Rica, El Salvador, Honduras, Guatemala, Nicaragua, and Panama	MOA III 554.2 b(7)
	127.	Costa Rica, El Salvador, and Honduras	
	128.	Honduras, Nicaragua, and Panama	
	129.	Panama and Guatemala	
		Item No. 22	
		Lot No 70 D 202 IAL 1968	<del>NN-463-22</del>
		Records of IAL Domestic and Field Correspondence concerning USIA Activities in Colombia, Ecuador, and Venezuela	MOA III 554.2 b(7)
	130.	Venezuela and Ecuador	
	131.	Ecuador and Colombia	
		Item No. 23	
		Lot No 70 D 357 IAL 1967-1968	MOA III 554.2 b(?)
		Files of IAL Domestic & Field Correspondence concerning USIA Activities in Mexico	

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132.		ADM --- USIS, 1967	
133.		AID --- LIB, 1968	
134.		MVF --- SOC, 1968	
		Item No. 24 Lot No 70 D 358 IAL 1968 Files of IAL Domestic and Field Correspondence concerning USIA Activities in Brazil	MOA III 554.2 b(7)
135.		ADM --- EDX 15	
136.		EDX 17 --- PVT, AID	
137.		AID --- POL 3	
138.		POL 6 --- POL 23-8	
		Item No. 25 Lot No 70 D 462 IAL 1968 Files of IAL Domestic and Field Correspondence concerning USIA Activities in Cuba	MOA III 554.2 b(7)
139.		AG --- POL 1	
140.		POL 1 --- SOC	
		Item No. 26 Lot No 70 D 451 IAL 1966-1968 Files of IAL Domestic and Field Correspondence concerning USIA Activities in Chile, Peru, Bolivia, Ecuador, Venezuela, Colombia and Brazil	<del>MOA III 554.2</del> MOA III 554.2 b(7)
141.		Chile	
142.		Chile and Peru	
143.		Peru and Bolivia	
144.		Bolovia, Ecuador, Colombia, and Venezuela	
145.		Ecuador and Brazil	
		Item No. 27 Lot No 71 D 37 IAL 1969 Files of IAL Domestic and Field Correspondence concerning USIA Activities in Central America	MOA III 554.2 b(7)
146.		El Salvador and Honduras	
147.		Hondruas, Nicaragua, and Costa Rica	

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	148.	Guatemala and Panama	
	149.	Costa Rica	
		Item No. 28 Lot No 71 D 47 IAL 1965-1969 Files of IAL Domestic and Field Correspondence concerning USIA Activities in Brazil	MOA III 554.2 b(7)
	150.	ADM --- EDX 19	
	151.	EDX 21 --- POL 14	
	152.	POL 15-1 --- SOC 13; and ADM --- INF	
	153.	INF --- POL	
		Item No 29  Lot No 71 D 48 IAL 1968-1969 Files of IAL Domestic and Field Correspondence concerning USIA Activities in Guyana, Haiti, Jamaica, Trinidad, Barbados and Dominican Rep.	MOA III 554.2 b(7)
	154.	Guyana	
	155.	Guyana and Haiti	
	156.	Haiti and Jamaica	
	157.	Jamaica, Trinidad, and Dominican Republic	
	158.	Dominican Republic	
	159.	Barbados and General Files	
		Item No. 30 Lot No 70 D 70 IAS 1966-1967 East European Files, General and by Country con- cerning Poland, Hungary, Czechoslovakia, Bulgaria Romania and Eastern Europe General	MOA III 554.2 b(7)
	160.	Eastern Europe - 1 Administration thru Czechoslovakia - 12.2 Motion Pictures	
	161.	Czechoslovakia 13 - Press & Press Releases thru Czechoslovakia 50 - Jordan Case	
	162.	Romania - 1 Administration thru Romania - 41.2 Relations with other Countries	
	163.	Romania - 42 Economic thru Bulgaria 50 Newspaper Clippings	

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164.		Hungary - 1 Administration thru Poland - 2.2 Correspondence with Post	
165.		Poland - 3 Briefing Materials thru Poland - 24 Educational & Cultural Exchange	
		Item No. 31 Lot No 71 D 38 IAS 1967-1969 Files on Soviet Affairs including telegrams, reports, correspondence, etc	MOA III 554.2 b(7)
166.		EP --- CU 13-3	
167.		CUL 14-7 --- LIB	
168.		MV & TV --- PB 14	
169.		PB --- EXH	
170.		EDX --- POL 22	
171.		POL 30 --- E 2	
172.		TP 7 --- POL 17-4	
173.		POL 17-4 --- EDX 33-4	
		Item No. 32 Lot No 71 D 93 IAS 1962-1969 Country and Exhibits Files form IAS	MOA III 554.2 b(7)
174.		Yugoslav Files: ORG --- RP, 1969	
175.		Yugoslav Files: CSM --- SP, 1969	
176.		Bulgaria Files: BKS --- SOC, 1968-1969	
177.		Albania Files 1963-1966; Exchanges Negotiations 1962-1963 and Exhibits (Plovdiv 1960-67) Bulgaria	
		Item No. 33 Lot No 70 D 492 IBS 1967 VOA Divisional memoranda, IBS Background Material Appropriation Hearings, Grievance Hearings and Miscellaneous Material	<del>MOA 463-22 Item 2g</del> MOA III 554.2 b(7)
178.		BUD --- ORG	
179.		PER --- INF 1-3	
180.		INF 1-14 --- R 6	
181.		R 6-2 --- SPC	



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		Item No. 34 Lot No 71 D 76 IBS/ET 1968 Subject Files for Domestic and Overseas Relay Station of IBS/ET Operations	<del>MOA III 554.2</del> <i>Retain pending development of Schedule</i>
182.		Incoming Correspondence for Domestic and Overseas Relay Stations - 1968	
183.		Incoming and Outgoing Correspondence for Domestic and Overseas Relay Stations	
184.		Outgoing Chron and Irregularity Reports for Domestic and Overseas Relay Stations	
185.		Irregularity Reports for Domestic and Overseas Relay Stations	
186-187		Irregularity Reports and Monthly Reports for Domestic and Overseas Relay Stations	
188.		Monthly Reports for Domestic and Overseas Relay Station	
189.		Quarterly Statistical Reports for Domestic and Overseas Relay Station and Incoming and Outgoing Chrons	
		Item No. 35 Lot No 70 D 411 IBS/NPC 1951-1954	Non-Record Destroy 9/1/75
190.		Records Created by Eugene Kern while he was in Office of Program Manager, IBS/New York, prior to its transfer to Washington in October 1954	
		Item No. 36 Lot No 70 D 143 OBS /P 1960-1966	MOA III 555.1a(1) R.
191.		Information Guides, News Policy Notes, Early Morning Guidance Notes, and IOP Noon Meeting Notes	
192.		Information Guides, 1/1960 --- 12/1964 News Policy Notes, 1/1960 --- 12/1964	
192.		Early Morning Guidance Notes, 1/1964 --- 12/1966 IOP Noon Meeting Notes, 1/1964 --- 12/1966 News Policy Notes, 1/1965 --- 12/1966 Information Guides, 1/1965 --- 12/1966	
		Item No 37 Lot No 70 D 534 IBS/PN 1952-1958	MOA III 554.2 <i>b(7)</i>
193-195		General Files of the Office of the Chief, Near East and South Asia Division	

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		Item No. 38 Lot No 70 D 159 ICS 1967 Subject Files for the Office of Assistant Director	MOA III 555.17(a)(b) R
196.		Division Heads Meeting to Death of a President (January to June 1967)	
197.		BUD --- EXH	
198.		Information to Press	
		Item No. 39 Lot No 70 D 464 ICS/CF 1967 Country and Subject Files for East Asia/Pacific Posts for FY-1967; including programs for Information Centers, Binational Centers, and the Presentation Programs	MOA III 555.17 ba 74th
199.		Australia, Burma, Hong Kong, and Indonesia	
200.		Indonesia, Japan, and Korea	
201.		Laos, Malaysia, New Zealand, and Philippines	
202.		Philippines, Singapore, and Taiwan	
203.		Thailand, Vietnam	
204.		BNC: Vientiane, Bangkok, Saigon, and Hue	
205.		Central Files: Correspondence, Status Reports, Highlights Reports	
206.		Central Files: CPPM's and Chron File	
		Item No. 40 Lot No 70 D 495 ICS/CL 1965-1968 Country Files for Information Centers and Binational Centers for Latin America	MOA III 555.17bc Sym
207.		Country Files FY-1967 for Information and Binational Centers for Latin American Countries; Circulars for FY-1967; Information Centers Statistical Reports FY-1966; and Financial and Statistical Reports for FY-1965	
208.		Bi-national Centers Financial and Statistical Reports for FY-1966-1967; Books for FY-1967; Argentina - Spanish Translation of U S Books #29; Spain-Sp Translations of U S Books #29 and 18-28; and Letters for FY-1967	

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		Item No. 41 Lot No 71 D 379 ICS/DP 1962-1969 Country Folders and Subject Files for Near East and South Asia for FY-1963 to 1968; including programs for Information Centers, Binational Centers, and the Presentation Programs		AG 306 MOA III 555.17t 54m
209.		Country Folders FY 1966 to 1968: Greece, India, Iran, Pakistan, Turkey (BNC's)		
210.		Country Folders FY-1967: Afghanistan, Ceylon, Napal, Pakistan		
211.		Central Files FY-1967: Circulars		
212.		Country Folders FY-1968: Afghanistan, Ceylon, India		
213.		Country Folders FY-1968: India and Pakistan		
214.		Country Folders FY1963-1965: Greece, India, and Iran (BNC's)		
215.		Country Folders FY1963-1965: Pakistan and Turkey (BNC's)		
216.		Country Folders FY-1967: Cyprus, Greece, India, Iran, Israel, and Iraq		
217.		Country Folders FY-1967: Jordan, Kuwait, Lebanon, Saudi Arabia, and Turkey		
		Item No. 42 Lot No 71 D 258 ICS/E 1960-1969 Exhibits of Eastern European Countries shown in the United States		MOA III 555.17as 64m
218.		Exhibits of Eastern European Countries shown in the United States, 1960-1966		
219.		Exhibits of Eastern European Countries shown in the United States, 1966-1969		
		Item No. 43 Lot No 70 D 394 ICS/ED 1969		MOA III 555.17af(1) R
220.		Record Copies of Subject Communications pertain- ing to USIA Operations in Kinshasa		
		Item No. 44 Lot No 70 D 322 ICS/T 1967 English Teaching Country Files for All Areas; and Travel Folders for Schmader, Maisel, and Jaffie		MOA III 555.17bj 54m

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221.	Country Files: Africa, Far East, Near East	
222.	Country Files: Latin America and Europe	
	Item No. 45 Lot No 71 D 126 ICS/T FY-1966-1968	MOA III 555.17bj
223.	English Teaching Country Files for All Area, (FY-1967) Statistical Report Files (FY-1966) and Travel Folders (1968)	
	Item No. 46 Lot No 71 D 257 IEA/VN 1969-1970 Subject Files of the Viet-Nam Working Group	<del>MOA 463-22 Item b, 2</del> MOA III 554.2 b(7) and (8) R
224.	ORG, PER, BG, BUD, TRV, EDX, CPPM, INF	
225.	INF 14, EDU, CUL, EXH, INF, LIB, BKS, MVP, MP,	
226.	MVP, P, PIX, P, PB, RP, R, HUE Radio	
227.	RP, PSY, LAB, AID, REF, SOC, CSM, DEF, POL	
228.	POL, AFRICA, TCJ, European Journalists Trip	
229.	TCJ, Europe, Far East Journalist Program	
	Item No. 47 Lot No 71 D 312 ILA 1969 Subject Files for Chile and Bolivia	MOA III 554.2 b(7)
230.	Chile: BG --- SP 7; Bolivia: BG --- BKS	
231.	Bolivia: CUL --- POL 23	
	Item No. 48 Lot No 71 D 432 ILA 1968-1970 Record Copies of Subject Communications pertain- to USIA Operations in Argentina and Uruguay and Regional Affairs	MOA III 554.2 b(7)
232.	Argentina: Action Copies --- EDU 9 Schools	
233.	Argentina: EDU 9-3 --- LIB 6 BNC Cordoba	
234.	Argentina: P 1 Press --- POL CASP	
235.	Argentina: POL 1 --- Uruguay: Background	
236.	Uruguay: BUD --- EXH 14	
237.	Uruguay: INF 1-1 --- P 9	

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	238.	Uruguay: PB 1 --- SOC 15	
		Item No. 49 Lot No 71 D 436 ILA 1969-1970 Records of ILA Domestic and Field Correspondence concerning USIA Activities in Paraguay	MOA III 554.2 b(7)
	239.	BUD --- POL 2-3	
	240.	POL 3 --- SOC	
		Item No. 50 Lot No 71 D 458 ILA 1969 Records of ILA Domestic and Field Correspondence concerning USIA Activities in Peru	MOA III 554.2 b(7)
	241.	BG --- PET	
	242.	POL --- SOC	
		Item No 51 Lot No 71 D 483 ILA 1970 Records of ILA Domestic and Field Correspondence concerning USIA Activities in Costa Rica, El Salvador, Guatemala, Honduras, and Nicaragua	MOA III 554.2 b(7)
	243.	Costa Rica and Guatemala	
	244.	Nicaragua, Honduras, and El Salvador	
	245.	El Salvador	
		Item No. 52 Lot No 71 D 518 ILA 1970 Record Copies of Subject Communications pertain- ing to USIA Operations in Ecuador, Panama, Col- ombia, and Venezuela	MOA III 554.2 b(7)
	246.	Colombia: BG --- MV	
	247.	Colombia: P --- POL 7	
	248.	Colombia: POL 14 --- Ecuador --- Panama: INF 11	
	249.	Panama: INF --- Venezuela: EDX	
	250.	Venezuela: EDX 13 --- WF	
		Item No. 53 Lot No 71 D 519 ILA 1970 Central Subject Files of ILA	MOA III 554.2 b(7)

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	251.	ADM --- CUL 7	
	252.	CUL 16 --- INF 8-1	
	253.	INF 12-3 --- POL 27	
	254.	DEF, E, AID, SOC, SP	
		Item No. 54 Lot No 71 D 520      IIA                      1970 Files of IIA Domestic and Field Correspondence concerning USIA Activities in Brazil, Caribbean, and Mexico	MOA III 554.2 <i>b(7)</i> R
	255.	Brazil: ADM --- LIB 6	
	256.	Brazil: MP --- POL 15; Guyana: Haiti	
	257.	Haiti, Jamaica, Trinidad, and Barbados	
	258.	General Files and Mexico: ADM --- INF	
	259.	Mexico: LIB --- SOC	
		Item No. 55 Lot No 71 D 297      INE                      1958-1968 IAN Budget Files for Various Countries	MOA III 555.4b R
	260.	Lebanon, Nepal, Pakistan, Saudi Arabia, Syria, Turkey, UAR, and Yemen	
		Item No. 56 Lot No 70 D 359      IOA/BA                      FY-1968 USIS Missions - Country Data Files - Miscellan- eous Files - Country Budget Estimates	MOA III 555.4a & b R
	261.	Administrative Support, Direct Media Support, Budget Estimates: Algeria --- Ghana	
	262.	Budget Estimates: Guinea --- Aambia Regional Services Cario, Tel Aviv, Paris; Misc. Files	
	263.	Country Data Files; Algeria --- Nigeria	
	264.	Country Data Files: Nigeria --- Zambia Regional Services Cairo, Paris, Tel Aviv, Tunis, African General	
		Item No. 57 Lot No 71 D 300      IOA/BA                      FY-1969 Country Budget Estimates; USIS Missions; Country Data Files; Miscellaneous Files	MOA III <del>554.2</del> 555.4b

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	265.	Reimbursements, Estimates, Agreements (Shared Administrative Support, Algeria - Zambia) Post Submission - Country Budgets	
	266.	Country Data Files and Miscellaneous Files	
		Item No. 58 Lot No 70 D 360 IOA/BE FY-1968 Budget Statistical Reports, Correspondence Files, Budgets, and other records for the European Area	MOA III 555.4b R
	267.	General Policy & Plans and General Reports and Statistics	
	268.	Call for Estimates	
	269.	4. Reimbursements Estimates thru 15. Financial Plans	
	270.	Position Authorization --- Budget Backup	
	271-272	Country Files and Special Projects	
		Item No. 59 Lot No 70 D 376 IOA/BE 1968 CPPM's, PPBS, SAS Going Rates and Cost Worksheets	MOA III 555.4b
	273.	CPPM's for France, Germany Canada, Austria, Italy, Spain, UK, and USSR PPBS for France, Poland, and USSR Cost Worksheets and SAS Going Rate	
		Item No. 60 Lot No 71 D 301 IOA/BE FY-1969	MOA III 555.4a
	274.	European Budget Files, including Country Correspondence, Financial Plans, Obligation records and Budget Submissions.	
		Item No. 61 Lot No 70 D 321 IOA/BF FY-1968 Official Record Copies of Communications between Field and Washington used as basis and background for Country Budgets	MOA III 555.4a & b
	275.	BUD 1, BUD 4, BUD 7, BUD 15, BUD 16	
	276.	BUD 7, BUD 4	
	277.	BUD 1-2	

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		<p>Item No. 62 Lot No 71 D 232 IOA/BF FY-1969 Official Record Copies of Communication between Field &amp; Washington used as basis and background for Country Budgets</p>	MOA III 555.4a & b
278.		BUD 1, BUD 7, and BUD 15	
279.		BUD 4, BUD 16, ORG 8, and IMG	
280.		BUD 1-2	
		<p>Item No. 63 Lot No 70 D 420 IOA/BL FY-1964-68 Official Record Copies of Communications between Agency Offices and Latin American Posts and various Budget Records</p>	MOA III 555.4a
281.		LA GENERAL FILES - FY 1968 Country Files-FY-1968: Argentina --- El Salvador	
282.		Country Files-FY-1968: Guatemala --- Venezuela	
283.		Country Budgets-FY-1968: Argentina --- Venezuela Misc. Media Correspondence-FY-1958-1968 Staffing Patterns - FY-1964 --- FY-1968	
284.		Direct Media Support FY-1964; Allocation Trans- fers FY-1968; Going Rates FY-1968; Administra- tive Support FY-1968; and Monthly Employment Reports FY-1968	
		<p>Item No. 64 Lot No 71 D 254 IOA/BL 1967-1969 Official Record Copies of Communications and Various Budget Records</p>	MOA III 555.4a
285.		LA GENERAL FILE - FY-1969; Country Files FY-69 Argentina --- Honduras	
286.		Country Files FY-1969: Jamaica --- Venezuela; PPBS data FY-1967; Country Budgets FY-1969	
287.		IA-150 Advice of Allotments FY-1969; Allocation Transfers FY-1969; Monthly Employment Reports; Financial Plans; Shared Administrative Support	
288.		Cost Worksheets FY-1968; Going Rates FY-1969; Misc. Media Correspondence FY-1969; Country Plan Program Memoranda FY-1968	
289.		PPBS Analysis - 13 Selected Locations - FY 1968	



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**RECORDS TRANSMITTAL  
 AND RECEIPT  
 (CONTINUATION)**

AGENCY  
 Department of State (USIA)

DATE  
 February 25, 1972

BOX NUMBERS		DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	DISPOSAL AUTHORITY
FRC ONLY	AGENCY		
		Item No. 65 Lot No 70 D 320 IOA/BN FY-1968-1969 Official Reports, Communications and Records of IOA/BN	MOA III 555.4a & b
	290.	Initial Programming FY-1968 --- Reimbursements	
	291.	Media Reports --- Country Files - Syria FY 1968	
	292.	Country Files - Turkey --- Budget Est. FY 1968	
		Item No. 66 Lot No 71 D 348 IOA/BN FY-1968-1970 Official Reports, Communications and Records of IOA/BN	MOA III 555.4a
	293.	Obligation Reports FY 1968 thru Country Files - India (3/69)	
	294.	Country Files - India (4.69) thru Iran Budget Estimates FY -1968	
		Item No. 67 Lot No 70 D 282 IOA/M 1953-1969 Backup files of Management Studies and Backfiles of Surveys	MOA III 555.9b R
	295.	Special Study of VOA Program Analysis Staff thru Inter-Agency Agreements File - 53 (J. Miller)	
	296.	Reorganization General - 53 (J. Miller) thru Report on Management Survey of the Requisition Control Operation - 57-61	
	297.	Report on Forms-Management Program (Carlston) 66 Staffing Patterns 65-69	
	298.	USIA During LBJ's Administration - Nov 1963 thru Jan 1969, Vol. 1 Administration History by Murray Lawson, Agency Historian, et al, issued 68	
		Item No. 68 Lot No 70 D 432 IOA/M 1964-1970	MOA III 555.9b
	299-300	Official Files of Paul Grabbe and E. W. Cordell, IOA and IOA/R, covering USIA Information Retrieval System Development Efforts from 1964 thru June 1970, including USIA participation in joint Foreign Affairs Information Management Effort (FAIME) in 1965 and coordinated activities of IOA/R and State's O/SNS during 1966-1970	

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RECORDS TRANSMITTAL  
AND RECEIPT  
(CONTINUATION)

AGENCY

Department of State (USIA)

DATE

February 25, 1972

BOX NUMBERS		DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	DISPOSAL AUTHORITY
FRC ONLY	AGENCY		
		<p>Item No. 79 Lot No 71 D 482 IOR 1969 Research and Assessment Files, pertaining to routine operation of office - re inspections, personnel, task forces, special studies</p>	MOA III 554.2 b(4)
325.		BUD --- ORG 8	
326.		ORG 8 --- INF 1-13	
327.		INF 1-14 --- PB	
		<p>Item No. 80 Lot No 71 D 296 IOR/H 1963-1966 Office Files Records of Research and Reference Service (IRS)</p>	MOA III 554.2 b(4)
328.		Chron Files --- IRS Correspondence	
329.		IR/S - East European Div. --- IGC	
330.		Attachments for Fascell Letter --- IOA/B	
331.		IOA --- Citizenship Education Project	
332.		Civil Rights Com. --- Motivational Research	
333.		National War College --- Qualye Survey (Vietnam)	
334.		Rabat --- Youth and Students	
		<p>Item No. 81 Lot No 70 D 161 IOR/RE 1962-1966</p>	MOA III 554.2 b(4)
335.		Record Copies of Subject Communications pertaining to USIA Operations in Austria, Belgium, Canada, Denmark, Finland, France, Germany, Hungary, Iceland, Great Britain, Italy, Netherlands, Sweden, Switzerland and West Germany	
		<p>Item No. 82 Lot No 70 D 162 IOR/RL 1961-1967</p>	MOA III 554.2 b(4)
336.		Latin American Division's Research Materials, and Correspondence Registration Logs, 1961-1965	
		<p>Item No. 83 Lot No 71 D 298 IPS/CE FY-1968</p>	Retain Pending Development of Schedule
		Post Files and other Correspondence Files regarding maintenance and reception problems of Wireless File Equipment	

National Archives at College Park



8601 Adelphi Road College Park, Maryland 20740-6001

Scott Roley  
306-72A5121

Date : JAN 4 1995

Reply to  
Attn of : NIR

Subject : USIA records in WNRC

To : NCF *RM 1/05*

This refers to our memorandum of November 3, 1994. We have completed our review of selected unscheduled records of the United States Information Agency (USIA) located in the Washington National Records Center. These are the results:

The following records are scheduled as **disposable** under Job No. N1-306-94-3, Item 1:

- WNRC Acc. No. 306-63A190 boxes 507-510
- WNRC Acc. No. 306-63A190 box 517

The following records are scheduled as **permanent** under Job No. N1-306-93-4, Item 1:

- WNRC Acc. No. 306-62A619 box 23
- WNRC Acc. No. 306-63A190 box 476
- WNRC Acc. No. 306-63A190 box 477\*
- WNRC Acc. No. 306-63A190 box 478
- WNRC Acc. No. 306-63A190 boxes 479-480\*
- WNRC Acc. No. 306-63A190 box 491
- WNRC Acc. No. 306-63A190 box 492\*
- WNRC Acc. No. 306-63A190 boxes 493-506
- WNRC Acc. No. 306-63A190 boxes 511-516
- WNRC Acc. No. 306-65A175 boxes 108-110\*
- WNRC Acc. No. 306-65A1075 boxes 177-178
- WNRC Acc. No. 306-66A274 box 115
- WNRC Acc. No. 306-66A1129 boxes 132-133
- WNRC Acc. No. 306-68A1415 boxes 216-222
- WNRC Acc. No. 306-69A6135 boxes 123-124
- WNRC Acc. No. 306-72A5121 boxes 299-300
- WNRC Acc. No. 306-72A5121 box 303\*\*
- WNRC Acc. No. 306-74-20 boxes 1-3
- WNRC Acc. No. 306-75-41 boxes 1-4
- WNRC Acc. No. 306-77-12 boxes 1-2

\* These boxes are no longer on the shelf. They were charged out in the early 1970s to the USIA historian. We recommend that you consider them permanent withdrawals.

\*\* This box remains on the shelf although all files have been charged out to the agency. We recommend that you consider this a permanent withdrawal and remove the empty box from the shelves.

The following records are scheduled as **permanent** under Job No. N1-306-94-4, Item 1(a):

WNRC Acc. No. 306-71A2101 boxes 232-238  
WNRC Acc. No. 306-72A4932 boxes 95-96  
WNRC Acc. No. 306-72A5121 boxes 295-298  
WNRC Acc. No. 306-72A5121 boxes 301-302  
WNRC Acc. No. 306-73-54 boxes 1-5  
WNRC Acc. No. 306-75-50 boxes 1-4  
WNRC Acc. No. 306-76-46 boxes 1-6  
WNRC Acc. No. 306-78-42 boxes 1-15  
WNRC Acc. No. 306-83-29 box 1  
WNRC Acc. No. 306-83-30 box 1  
WNRC Acc. No. 306-83-31 box 1  
WNRC Acc. No. 306-87-58 box 1  
WNRC Acc. No. 306-87-59 box 1

The following records are scheduled as **permanent** under MOA 651(a):

*III - 500/561F gen. legal cty*  
WNRC Acc. No. 306-63A190 boxes 481-488

The following records are scheduled as **permanent** under MOA 571.7(a)(1):

WNRC Acc. No. 306-66A274 boxes 111-114  
WNRC Acc. No. 306-81-16 boxes 1-12

The following records are scheduled as **permanent** under MOA 575.1(d):

WNRC Acc. No. 306-72A4904 box 47  
WNRC Acc. No. 306-72A5121 box 304

The following records are scheduled as **disposable** under GRS 16, Items 2 and 4:

WNRC Acc. No. 306-72A4904 boxes 45-46

The following records are scheduled as **disposable** under GRS 18, Items 2-4:

WNRC Acc. No. 70A4044 boxes 52-53

# National Archives at College Park



8601 Adelphi Road College Park, Maryland 20740-6001

WMA - PLEASE DO BY  
COB 10/7 & LET ME KNOW.  
cc: @MFP

1000 9/30

Date : September 24, 1996  
Reply to : NCF  
Attn of :  
Subject : RG 306 records at WNRC  
To : Director, Washington National Records Center - NCW

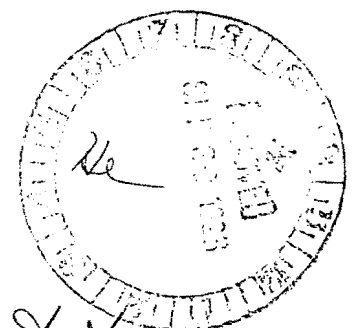
The Records Appraisal and Disposition Division, NIR, recently completed a review of certain accessions "CAPed" under Job No. N1-306-96-3. Please schedule the records as indicated in the attached memorandum. A listing of accessions needing update is attached.

If you have any questions on this assignment, please call Jackie Fultz on (301) 713-7210, extension 233, or via e-mail.

*Alan J. Kramer*  
ALAN J. KRAMER  
Director  
Field Operations Division

Attachment

cc: NIR (Langbart)



*John, for the P/W's use  
this letter as the documentation  
& attach a copy to each SF 135*

~~PA 419~~ Assigned to: *John G*  
Due Date: *10/11/96*  
NARS-5 check: *10/22/96*

*JAB*  
June 1, 2023 Production 000189  
*11/30/96*

# National Archives at College Park



8601 Adelphi Road College Park, Maryland 20740-6001

Date : September 6, 1996  
Reply to : David A. Langbart, NIRM  
Attn of :  
Subject : Records in WNRC: RG 306  
To : ~~NCF~~ ASMA/10

Described below is action to be taken on records currently CAPed under Job No. N1-306-96-3. An SF 115 covering the remaining CAPed records will be forthcoming.

>> Return to **Unscheduled** status

✓ 306-61A176	boxes 339-340
✓ 306-63A368	box 66
✓ 306-63A791	boxes 95-96
✓ 306-64A853	box 157

>> The following records are not on the shelf and should be considered **Permanently withdrawn**. Delete from 01.

*His  
SURE?*

✓ 306-61A331	boxes 66-68 - Transfer to N1
✓ 306-63A368	boxes 83-85 - MIA
✓ 306-64A602	boxes 1-2
✓ 306-64A876	box 1
✓ 306-64A853	boxes 136-141
✓ 306-64A853	boxes 145-146 - MIA
✓ 306-64A853	box 148 - MIA
✓ 306-65A1075	box 280
✓ 306-65A1075	box 283
✓ 306-65A1075	boxes 286-287
✓ 306-65A1075	boxes 291-292
✓ 306-66A1020	boxes 1-2
✓ 306-66A1129	box 209
✓ 306-66A1129	box 261

>> The following records are scheduled as **Permanent** under the cited authority:

✓ 306-72A5121 boxes 325-327 N1-306-87-2, Item 6

Please call me on 30-1713-7110 x235 if you have any questions.

*David A Langbart*

DAVID A. LANGBART  
Military Appraisal Branch  
Records Appraisal  
and Disposition Division

June 1, 2023 Production 000190

STANDARD FORM 135 JULY 1961 EDITION GENERAL SERVICES ADMIN. REG. 3-IV-302.00	<b>RECORDS TRANSMITTAL AND RECEIPT</b>	<b>TO BE COMPLETED</b>		<b>FEDERAL RECORDS CENTER</b>	
<b>INSTRUCTIONS</b> Send original and two copies to appropriate Federal Records Center. <b>EXCEPTION</b> —Send original and three copies to the Alexandria, Virginia, Center		ACCESSION NO. 306-73-25 thru 73	RECORD GROUP NO. 306		
FROM: (Name and address of Agency transferring records)  Department of State 21st & Virginia Ave., N. W.		SIGNATURE	DATE RECORDS RECEIVED		
		TITLE			
		TO: Federal Records Center, GSA Suitland, Maryland			

1. CITE SECURITY CLASSIFICATION AND/OR RESTRICTION ON USE OF RECORDS, IF ANY **"SECRET" Available to Officials of Other Federal Agencies & Non-Government Researchers only upon approval of the US Information Agency**

2. SQUARE FEET OF SPACE CLEARED		3. FILING EQUIPMENT EMPTIED			4. CUBIC FEET OF RECORDS TRANSFERRED
A. OFFICE	B. STORAGE	A. FILE CABINETS (No.)	B. TRANS. FILES (No.)	C. SHELVING (Lin. Ft.)	195
98					

5. NAME OF AGENCY CUSTODIAN OF RECORDS <b>Mr. Charles A. Patterson</b>	6. BUILDING AND ROOM NO. <b>Dept. of State, Room B-237</b>	7. TELEPHONE NO. <b>63-23524</b>
---	---	-------------------------------------

8. MAY THE RECORDS BE DESTROYED AS SCHEDULED WITHOUT FURTHER AGENCY CONCURRENCE?  YES  NO

9. AGENCY OFFICIAL (Signature) <i>T.M. Whitstock</i>	10. TITLE <b>USIA Records Management Officer</b>	11. DATE <b>October 13, 1972</b>
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12. BOX NUMBERS <b>FRC ONLY</b>	13. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES (Show organizational component creating records)	14. DISPOSAL AUTHORITY (Schedule and Item No.)
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1.	[REDACTED] Lot No. 70 D 23 IAF 1966-1968 Subject Files for Thailand and Burma	MOA 554.2 (b) 7 Retain
2.	Thailand Administration---ISP  R-1 Teak -- Elections, Political Affairs & Relations -- Burma 1967 Budget Burma Correspondence--EDX 22 U.S. Specialists	
1.	Acc. No. 306-73-26 IAL 1969 Lot No. 71 D 142 Files of IAL domestic and field correspondence concerning USIA activities in Venezuela, Ecuador, and Colombia.	Items 1 & 2 USIA Records Retention Plan. (Retain)
2.	Action Copy Folder (VENEZUELA) FB 8-1 Reaction (VENEZUELA)	
3.	PVT Private Cooperations (VENEZUELA) EDU 13 Seminars & Workshops (ECUADOR)	
4.	EDX Educational & Cultural Exchange (ECUADOR) SP Space (ECUADOR)	
5.	Chron Copies - Incoming (COLOMBIA) INF 1-2 Country Plan (COLOMBIA)	
5.	INF 8-1 Evidence of Effectiveness (COLOMBIA) INT Intelligence (COLOMBIA)	

73-25 thru 73-73  
**June 1, 2023 Production 000191**

STANDARD FORM 135-A JULY 1961 EDITION GENERAL SERVICES ADMIN. FPMR (41 CFR) 101-11.4	RECORD TRANSMITTAL AND RECEIPT (CONTINUATION)	AGENCY Department of State (USIA)	DATE Oct. 13, 1972
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BOX NUMBERS	DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	DISPOSAL AUTHORITY
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FRC ONLY	AGENCY	DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	DISPOSAL AUTHORITY
	6.	Pol 1 General Policy & Background (COLOMBIA) SOC 12-1 Churches, Sects. (COLOMBIA)	
		Acc. No. 306-73-27 Lot No. 72 D 17 IWE 1970	MOA III 554.2 a & b
		Record copies of subject communications and official documents pertaining to USIA operations in Sweden, Norway, Iceland, Denmark, and Finland.	Retain
	1.	Sweden 1970 BUD-Budget to Norway INF-Information	
	2.	Norway 1970 INF 2-1 Country Assessment Reports to Finland 1970 SP-Space	
		Acc. No. 306-73-28 Lot No. 72 D 55 ICS 1970	MOA III 555.17s
	1.	1970 Files on Donated Book Program	Destroy Jan. 1, 1978
	1.	BKS 1 Plans, Guidelines # 1 through PER General (by name).	
		Acc. No. 306-73-29 Lot No. 72 D 56 IWE 1970	MOA III 554.2b (7)
	1.	Working Files, Correspondence with Posts and Inter-Agency (USIA) elements.	Retain
	1.	BUD - General thru INF Germany	
	2.	Talks, RIAS - Adm. thru RAD	
		Acc. No. 306-73-30 Lot No. 72 D 57 IWE 1970	MOA III 554.2a & b
	1.	Record copies of subject communications and official documents pertaining to USIA operations in Sweden, Norway, Iceland, Denmark, and Finland.	Retain
	1.	Germany BUD-Budget to INF 14-Briefing Information	
	2.	INF 14-Briefing Information to SP-Space	
	3.	Information on Austria and Switzerland	
		Acc. No. 306-73-31 Lot No. 72 D 74 IPS/PL 1970	MOA III 555.5a(2)c
	1.	Country Files for 1970	and 555.5b
	1.	Country Files for the Latin American Area	Destroy Jan. 1, 1975



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BOX NUMBERS DESCRIPTION OF RECORDS WITH INCLUSIVE DATES DISPOSAL AUTHORITY

FRC ONLY	AGENCY	DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	DISPOSAL AUTHORITY
4.		BKS Donated Books - ICS Requests Sent to New York thru Special PL 480 Textbooks.	
5.		Status of Funds Reports FY 62-65 thru IMG Fiscal Staff Monthly Reports 66	
6.		IMG Financial Statements - 1967 Monthly thru Apollo Vol. III	
		Acc. No. 306-73-36 Lot No. 72 D 79 IWE 1970 Record copies of Subject communications and Official documents pertaining to USIA operations in Luxembourg, Belgium, Spain 1970.	MOA III 554.2a & b Retain
1.		Luxembourg LEG-Legal Affairs to Belgium SP-Space and Astronautics	
2.		Spain BUD-Budget to SP-Space & Astronautics	
		Acc. No. 306-73-37 IWE 1969-1970 Lot No. 72 D 80 Record copies of subject communications and official documents pertaining to USIA operations in U.K., Canada, Italy, Malta, France, and Netherlands.	MOA III 554.2a & b Retain
1.		1970 United Kingdom BUD-Budget to USIS Vietnam	
2.		1970 Canada BUD-Budget to Quebec 1970	
3.		1969 NATO, USEC PER-Personnel to Italy Budget 1970 Memoranda	
4.		1970 Malta Org-Organization & Alignment to Malta Records Correspondence	
5.		1970 Netherlands BUD-Budget to SP-Space Astronautics	
6.		1969 Portugal BUD-Budget to LAB-Labor and Manpower	
7.		1969 Belgium BUD-Budget to INF 1-2 Public Opinion	
8.		Malta 1969 CUL to Portugal 1970 BUD to Records Correspondence	
9.		1969 France ORG-Organization & Administration to INF-1 General Policy and Plans	
10.		1969 Netherlands BUD-Budget to INF-Media Reaction	

June 1, 2023 Production 000193

STANDARD FORM 135-A JULY 1961 EDITION GENERAL SERVICES ADMIN. FPMR (41 CFR) 101-11.4		RECORD TRANSMITTAL AND RECEIPT (CONTINUATION)	AGENCY Department of State (USIA)	DATE Oct. 13, 1972
BOX NUMBERS		DESCRIPTION OF RECORDS WITH INCLUSIVE DATES		DISPOSAL AUTHORITY
FRC ONLY	AGENCY			
		Acc. No. 306-73-38 Lot No. 72 D 81 IWE 1968-1969 Record copies of subject communications and official documents pertaining to USIA operations in Italy.		MOA III 554.2a & b Retain
1.		Italy 1968 CHRON-Letters In to Italy 1968 POL 28-6 OCCUPATIONS "Czech Crisis."		
2.		Italy 1969 Letters In to Italy 1969 POL 1 General Policy & Background		
		Acc. No. 306-73-39 Lot No. 72 D 82 IWE 1970 Record Copies of subject communications and official documents pertaining to USIA operations in European Area Policy Files		MOA III 554.2a & b Retain
1.		IWE Area Policy Files Press (General) to DEF 4 - NATO (CCMS)		
2.		DEF 6 - Armed Forces - NATO 1970 to SOC-Social Justice		
		Acc. No. 306-73-40 Lot No. 72 D 83 IWE 1970 Record copies of subject communications and official documents pertaining to USIA Policy - BKS-General Policy Plans to PAO Letter Back-Up.		MOA III 554.2a & b Retain
1.		IWE Area Policy Files BKS-General Policy Plans to INF 1-5 Info. Guides.		
2.		INF 1-2 Country Plans to PAO Letter Back-Up Material		
		Acc. No. 306-73-41 Lot No. 72 D 84 IWE 1970 Record copies of subject communications and official documents pertaining to USIA operations in France.		MOA III 554.2a & b Retain
1.		France Letters Out to INF Media Reaction		
2.		INF - Information to POL 15 Head of State (de Gaulle)		
		Acc. No. 306-73-42 Lot No 72 D 88 IBS/P 1970 VOA Divisional memoranda, IBS background material, Appropriation Hearings, Grievance Hearings and Miscellaneous material.		MOA III 554.2b(7) Retain

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BOX NUMBERS		DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	DISPOSAL AUTHORITY
FRC ONLY	AGENCY		
		1. Budget General thru ORG 11 Inspection Reports 2. PER General Personnel thru PR 13 Public Inquiries 3. PR 13 Public Inquiries K to Z thru INF 7-3 Quarterly Review of Media Projects 4. LIB - Libraries & Centers thru RP 7 Program Schedules 5. RP 7-1 Schedule Changes thru RP 39 - Music  Acc. No. 306-73-43 Lot No. 72 D 89           ISS                           1953-1966 Files of Anthony Guarco, Deputy Director, Motion Picture and Television Service.	MOA III 553 Non Record Material Destroy Jan. 1, 1982
		1. "America As Seen By A Frenchman" (Reichenback Films - 1960) thru Special Requests For Feature Films (1958-63) 2. Feature Film Operations (1956-63) thru Movie Industry (1957-63) 3. Movietone Digest (1963-64) thru VISNEWS (1966)	1977
		<del>           Acc. No. 306-73-44               Lot No. 72 D 92           IPS/PE                   1963-1968               Copies of Signal (DTS) messages sent to               European and East European posts for the follow-               ing years 1963 thru 1968 asking for information,               supplying requested material or giving posts               stories of interest.         </del>	MOA III 555.15a Destroy Jan. 1, 1974
		<del>           1. Signal messages Jan. 4, 1963 to Dec. 27, 1968         </del>	
		Acc. No. 306-73-45 Lot No. 72 D 107       IEE                           1970 1970 Yugoslav Files, 1969-70 Bulgaria Files Inclusive Exhibits - Bulgaria (Plovdiv) 1968-70, and Albania Files  1. 1970 Yugoslav Files, BUD - CUL 2. 1970 Yugoslav Files, CUL - EDX 3. 1970 Yugoslav Files, EXH - SPC 4. 1970 Yugoslav Files, CON - SP	MOA III 554.2b(7) Retain

*Proposed*  
*12/21/74*

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BOX NUMBERS		DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	DISPOSAL AUTHORITY
FRC ONLY	AGENCY		
		<p>Acc. No. 306-73-46            Lot No. 72 D 117 IWE 1970            Record copies of subject communications and official documents pertaining to USIA operations in Greece, Turkey, and Cyprus.</p>	MOA III 554.2a & b Retain
		<p>1. Greece BUD - OPRED to Greece 1970</p> <p>2. Turkey BUD - OPRED to Inspection Report-Turkey</p> <p>3. Cyprus IRG - Cyprus to Press</p>	
		<p>Acc. No. 306-73-47            Lot No. 72 D 118 IPS/PC 1969            Wireless Files -- January -- December 1969</p>	MOA III 555.15a Destroy Jan.1, 1975
		<p>1. Wireless File copy Jan. - Feb. 24, 1969</p> <p>2. Wireless File Copy Feb. 25, thru April 11, 1969</p> <p>3. Wireless File Copy April 13 thru May 23, 1969</p> <p>4. Wireless File Copy May 25 thru July 8, 1969</p> <p>5. Wireless File Copy July 9 thru August 19, 1969</p> <p>6. Wireless File Copy August 20 thru October 5, 1969</p> <p>7. Wireless File Copy October 6 thru November 24, 69</p> <p>8. Wireless File Copy November 25, thru Dec. 31, 1969</p>	
		<p>Acc. No. 306-73-48            Lot No. 72 D 158 IPS/PC 1970-1971            Features, Packets, and Backgrounders</p>	MOA III 554.2 L (1) Retain
		<p>1. Features, Packets, and Backgrounders 1970-1971</p> <p>2. Features, Packets, and Backgrounders 1970-1971</p>	
		<p>Acc. No. 306-73-49            Lot No. 72 D 159 ILA 1970            Files of ILA domestic and field correspondence Concerning USIA activities in the Dominican Republic</p>	MOA III 554.2 b (7) Retain
		<p>1. 1970 Files, EDX 17 Educational Travel Program thru PC Peace Corps</p>	

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#50

Acc. No. 306-73-50  
 Lot No. 72 D 160 IBS/P 1967-1968  
 Early Morning Guidance Notes Jan. 1967 - Dec. 1968  
 IOP Noon Meeting Notes Jan. 1967 thru Dec. 1968  
 Chronological File Jan. 1966 thru Dec. 1968  
 News Policy Notes Jan. 1967 thru Dec. 1968  
 Info Guides Jan. 1967 thru Dec. 1968

MOA III 555.1e  
 Retain

1. Early Morning Guidance Notes - Jan. 1967 - Dec. 1968 thru Info Guides Jan. 1967 - Dec. 1968.

~~Acc. No. 306-73-51  
 Lot No. 72 D 161 IBS/A 1968  
 General Administrative Files~~

~~MOA III 555.2c &  
 555.14db & dd  
 Destroy Jan. 1, 1976~~

1. ~~General Administrative Files Jan. - Dec. 1968~~

Acc. No. 306-73-52  
 Lot No 72 D 162 IEE 1968-1970  
 Soviet Affairs Files: telegrams, reports,  
 correspondence etc.

MOA III 554.2b(7)  
 Retain

1. BUD - EDX 19 U.S. Professor Program
2. EDX 33-4 - EXH - EDU-USA (1970)
3. EXH - EDU-USA (contract) - EXH-EDU-USA (1968)
4. EXH - EDU-USA (Guide debriefings - EXH-USSR PHOTO 70
5. INF - Information USSR - CSM - Communism
6. CSM 10 - Communist Propaganda - PER 2-1 Post Report
7. CUL 16 - University of Minnesota - CSM 10 - Communism propaganda
8. CSM 10-2 Press and Publications (Novosti) - EXH 7 - EDU in the USSR

Acc. No. 306-73-53  
 Lot No. 72 D 163 ICS/T 1968-1969  
 Country Files for Latin America and Near East in alphabetical order by capitals, also a Latin America general file and Near East general at the Head of each area. (Record copies of official foreign and domestic communications. 1969 Country files for all five areas, Africa, Europe, Far East, Latin America and Near East listed in alphabetical order by Capitals, with a general file for each area. (Far East includes East Asia and Pacific) (Near East includes South Asia)

MOA III 555.17bj  
 Destroy Jan. 1, 1975

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Acc. No. 306-73-50

Lot No. 72 D 160 IBS/P 1967-1968

Early Morning Guidance Notes Jan. 1967 - Dec. 1968

IOP Noon Meeting Notes Jan. 1967 thru Dec. 1968

Chronological File Jan. 1966 thru Dec. 1968

News Policy Notes Jan. 1967 thru Dec. 1968

Info Guides Jan. 1967 thru Dec. 1968

MOA III 555.1e  
Retain

1. Early Morning Guidance Notes - Jan. 1967 - Dec. 1968 thru Info Guides Jan. 1967 - Dec. 1968.

~~Acc. No. 306-73-51~~~~Lot No. 72 D 161 IBS/A 1968~~~~General Administrative Files~~MOA III 555.2c &  
555.14db & dd  
Destroy Jan. 1, 1976

1. General Administrative Files Jan. - Dec. 1968

Acc. No. 306-73-52

Lot No 72 D 162 IEE 1968-1970

Soviet Affairs Files: telegrams, reports,  
correspondence etc.MOA III 554.2b(7)  
Retain

1. BUD - EDX 19 U.S. Professor Program
2. EDX 33-4 - EXH - EDU-USA (1970)
3. EXH - EDU-USA (contract) - EXH-EDU-USA (1968)
4. EXH - EDU-USA (Guide debriefings - EXH-USSR PHOTO 70
5. INF - Information USSR - CSM - Communism
6. CSM 10 - Communist Propaganda - PER 2-1 Post Report
7. CUL 16 - University of Minnesota - CSM 10 - Communism propaganda
8. CSM 10-2 Press and Publications (Novosti) - EXH 7 - EDU in the USSR

Acc. No. 306-73-53

Lot No. 72 D 163 ICS/T 1968-1969

Country Files for Latin America and Near East in alphabetical order by capitals, also a Latin America general file and Near East general at the head of each area. (Record copies of official foreign and domestic communications. 1969 Country files for all five areas, Africa, Europe, Far East, Latin America and Near East listed in alphabetical order by Capitals, with a general file for each area. (Far East includes East Asia and Pacific) (Near East includes South Asia)

MOA III 555.17bj  
Destroy Jan. 1, 1975

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FRC ONLY	AGENCY		
	1.	1968 Latin America and Near East general and Country folders. 1969 Africa general and area files.	
	2.	1969 Europe, Latin America, Far East and Near East general and country files.	
		Acc. 306-73-54 Lot No. 72 D 187 IOA/M 1954-1971 Project Files of Management Studies with Supporting material	MOA III 555.9b Retain
	1.	Post Pamphlet Inventory - 1966-67 thru Card Punching of Personnel Data 1959-60.	
	2.	Agency Retirement Potentials - 1965 thru Study of USIA Elections Coverage - 1964-65.	
	3.	Informational Media Guaranty Study - 1961 thru Issuance, Control & Use of Bus Tokens - 1967	
	4.	Reduction in Formula Distribution - 1967 thru Post facilities planning, require, & means to accomplish renovation & replacement - 1969	
	5.	Area Clearance of Outgoing Correspondence - 1965-thru Access to Historical Records by Private Researchers - 1954-62.	
		Acc. No. 306-73-55 Lot No. 72 D 188 IAA 1967-1971 General Correspondence and specific Country Plans and Assessment Reports for period 1967-1969; also Country Plans for individual countries .	MOA III 554.2b(7) Retain
	1.	BUD 1.2 Program Planning Budget System 1969 thru INF - General Policy, Plans, Coordination	
	2.	INF 1 - NSCIG Memorandum 1969 thru MVP 8 - Effectiveness, Evaluation, Assessment	
	3.	MVP 11 Research 1969 thru POL - Moby Assassination Kenya	
	4.	INF 1-2 Country Plan Memorandum - Ivory Coast thru POL Chad	
	5.	INF 1-2 Algeria, 1967, 1969, 1970 thru Upper Volta 1969 - 1971	

June 1, 2023 Production 000199

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FRC ONLY	AGENCY		
	2.	Belgrade to Algiers	
	3.	Burundi thru Lusaka & Misc. correspondence	
		Acc. 306-73-58 Lot No. 72 D 211 IEA/VN 1969-1970 Cultural and educational Projects - 1969 and part of 1970. (East Asia and Pacific)	MOA III 554.2b(7) Retain
	1.	Working Group Administrative Files, Laos working files	
	2.	Working Group Administrative Files, Laos Working files	
		Acc. 306-73-59 Lot No. 72 D 212 IEA 1969 IEA Area Subject Files 1969	MOA III 554.2b(7) Retain
	1.	BUD 1-2 PPBS thru EXH 1-3 Exhibits, Suggestions and Proposals	
	2.	EXH Exchange thru Symington Committee	
		Acc. No. 306-73-60 Lot No. 72 D 245 IOA/BEA 1969-1971 Official record copies of communications between field and Washington used as basis and background for country budgets. Includes one file relating to American and local employee ceiling control and two files concerning the functions, activities, projects and other elements of the communications media program in Viet-Nam; Country Plan Program Memorandums from countries provides systematic analysis of the countries program.	MOA III 555.4a&b Retain
	1.	BUD 1 - General, BUD 15 - Financial Plans, and BUD 16 - Position Authorization	
	2.	BUD 4 - Reimbursement Estimates BUD 7 - Office and Post Submissions	
	3.	BUD 1-2 - Program Planning Budget System	
		Acc. No. 306-73-61 Lot No. 72 D 247 IEE 1962-1969 Assistant Director's Administrative and Program files	MOA III 554.2b(7) Retain
	1.	Program General 1964 to 20th Anniversary of VE Day - 1965	



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- 2. 1966-67 Congressional Correspondence to 1966 Policy Directives
- 3. 1968-69 Files - Building & Grounds to CUL 13 Fine Arts
- 4. 1968-69 EDU 10 - English Teaching to EXH Poznan Trade Fair
- 5. 1968-69 INF Information Gen to P-6 Journalists
- 6. 1968-69 P 19 Wireless File to DEF 12 Armaments
- 7. 1968-69 POL 1 Political Affairs General to POL 30 Defectors

~~Acc. No. 306-73-62~~

~~Lot No. 72 D 264 ICS FY-1970  
 Correspondence and book orders relating to Information Centers, Binational Centers and Presentation Programs for FY-1970.~~

MOA III 555.17ax  
 Destroy July 1, 1976

- ~~1. Information Center & Binational Center Book Orders Europe & East Asia Pacific~~
- ~~2. Binational Center Book Orders East Asia Pacific, Soviet Bloc & Africa~~
- ~~3. Information Center Book Orders Africa~~
- ~~4. Information Center Book Orders Near East~~
- ~~5. Information Center Book Orders & Binational Centers - Near East~~
- ~~6. Information Center Book Orders - Latin America~~
- ~~7. Binational Center Book Orders - Latin America~~
- ~~8. Presentations Book Orders Africa, Latin America & Near East~~
- ~~9. Presentations Book Orders Soviet B., Europe & S.A.~~

~~Acc. No. 306-73-63~~

~~Lot No. 72 D 265 IPS/CE FY-1969  
 Post files (five areas) and other correspondence files regarding maintenance and reception problems of Wireless File equipment~~

MOA III 555.1bo  
 Destroy July 1, 1974

- 1. Circulars, Post File (A-2) African and American Republics

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FRC ONLY	AGENCY		
3.		Civic Action In Sam NPha - thru- Dew Line Story	
4.		Education For Better Living - thru - Formosa Story	
5.		Friend of the Worker - thru- Housing Adventure in Chile	
6.		Hunger - The Present Enemy (Hambre-EL) thru Media Hora--A Series	
7.		Modesta- thru - President Ahidjo Visits the United States	
8.		Presidents Nixon's First Press Conference - thru Salute to SEATO	
9.		Science Education In Tropical Africa - thru - Three -9-67 (3-9-67) Vietnamese Elections 1967	
10.		Tomorrow is Another Day (Demain Sera Un Autre-- thru Yukawa Story, The	
		Acc. No. 306-73-69 Loc No. 72 D 309 ICS 1959-1968 ICS General Files and Franklin Publication Files	<del>MOA III 555.17b(2)                  Box 8 555.17a                  Retain</del>
1.		Books Background Data - Franklin (For Reference) thru Franklin Publications, Inc. Jan.-Dec. 1958	
2.		Franklin Publications, Inc. Jan. - Dec. 1957 thru Current Task Force Papers 1969	V1/306/98/3/5
3.		Book Policy Press, etc. thru CU - Bureau of Educational and Cultrual Affairs	
4.		Conflict of Interest thru ICS/OA - Admin. Office	
5.		ICS/OB - Budget and Fiscal Staff thru Latin American Book Program - 1963 - 1964	
6.		Latin American Book Program - Reports, Studies etc., thru Morris Report (Task Force)	
7.		Executive Committee Action Minutes on Brady Task Force Report thru IBM process of Periodical Subscription Orders 1961-1962	
8.		Basic English Vocabularies 1000, 2000, 3000, 4000 and 5000 thru IMG Unavailable and in Excess	

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FRC ONLY AGENCY DESCRIPTION OF RECORDS WITH INCLUSIVE DATES DISPOSAL AUTHORITY

Acc. No. 306-74-022 **1/72/33:7**  
 Lot No. 72 D 407 INE 1958-1969  
 NN-463-22 Item 2g  
 Retain

Record copies of Subject communications (telegrams, memoranda, letter correspondence, Field messages, Country Plans, inspection reports, and other official documents) pertaining to USIA operations in Cyprus, Nepal, Ceylon, Lebanon, Yemen, Greece, Pakistan, India, Iran, Kuwait, Israel, Syria, Saudi Arabia, Aden, Iraq, Afghanistan, UAR, Turkey, Yemen, Jordan, and Kathmandu.

1. Action and Field Messages Afghanistan 1959-1967; Ceylon 1960-67; Cyprus 1960-68; UAR 1958-67; and Iraq 1962-66.
2. Action and Field Messages Greece 1960-68; India 1960-1968; and Jordan 1959 -68.
3. Action and Field Messages Iran 1960-68; Kuwait 1964-67; Lebanon 1962-67; Nepal 1959-67; Aden 1965-67; Saudi Arabia 1962-67; Syria 1963-67; and Israel 1962-67.
4. Action and Field Messages Pakistan 1960-68; Turkey 1962-69; Miscellaneous: End to Anarchy, Communications and Foreign Affairs: The State of the Art, Frame of Reference Paper - Alan Carter 1968; Area Program Memorandum Near East and South Asia 1967-67; INF 1-2 Planning- Program- ming-Budgeting System 1966; INF1-2 Model Program memorandum for India 3/66 and Turkey 1966; INF 2-3 Weekly Report to Director 1965-67; IAN General 1961-66.
5. Country Plans; Afghanistan thru Nepal
6. Country Plans: Pakistan thru Yemen, Inspection Reports: ORG 11 Iraq 1964-65; Jordan 1963-66; Iran 1964-67, Kathmandu 1964; Lebanon 1963; Saudi Arabia 1965; Syria 1965-66, Israel 1965-66.

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Acc. No. 306-74-031 *1/72/35:6*  
Lot No. 72 D 425 IGC 1965-1971  
Key Reports of the Task Force on Private Cooperation

NN-463-22 Item 10  
Retain

- 1. Report on Task Force - 1971 thru U.S. Business Community - 1970-1971
- 2. Reports of the Task Force on Private Cooperation

Acc. No. 306-74-032 *1/81/26:3*  
Lot No. 72 D 449 IWE 1971  
Working Files for 1971 - Correspondence with Posts & Inter-Agency (USIS) elements.

NN-463-22 Item 2g  
Retain

- 1. General - BUD thru RAD

Acc. No. 306-74-033 *1/72/33:2*  
Lot No. 72 D 450 IWE 1971  
Record copies of subject communications (telegrams, information guides, memorandums and letter correspondence and other official documents) pertaining to USIS operations in Austria, Belgium, Greece, Sweden, Switzerland, Canada, Cyprus, Italy, Malta, United Kingdom, USEC Brussels

NN-463-22 Item 2g  
Retain

- 1. Austria thru Belgium (1971)
- 2. Greece thru Sweden (1971)
- 3. Italy thru USEC Brussels (1971)

Acc. No. 306-74-034 *1/72/33:2*  
Lot No. 72 D 451 IWE 1971  
Record copies of subject communications (telegrams, information guides, memorandums and letter correspondence and other official documents) pertaining to USIS operations in Denmark, Finland, Iceland, Netherlands, Norway, Germany, NATO, Turkey, Portugal, Spain and France.

NN-463-22 Item 2g  
Retain

- 1. Denmark; Finland; Iceland; Netherlands; and Norway (1971)
- 2. Germany; NATO Brussels; and Turkey. (1971)

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Acc. No. 306-74-034 (Continued)

3. Portugal; Spain; and France (1971)

Acc. No. 306-74-035 *1/72/33:1*  
Lot No. 72 D 458 IEA 1966-1970

NN-463-22 Item 2g  
Retain

Indochina Desk - A few 1966 - 1968 folders  
for Viet-Nam; All 1969 - 1970 file folders for  
Viet-Nam; A few 1969 - 1970 file folders for  
Cambodia.

1. ORG thru PIX

2. PRESS thru PSY

3. PSY thru GSM

4. CSM thru POL

5. POL thru TCJ

5. TCJ thru Radio "Cambodia"

Acc. No. 306-74-036 *1/72/31:7*  
Lot No. 72 D 462 ICS/EO 1962-1969

NN-463-22 Item 6f  
Retain

Project Files (Blue Labels)  
Exhibit Project Files (Blue and Yellow Labels)

1. Blue 1962-1966 Project Files

2. Blue 1969 Project Files 69-035 thru 69-094

3. Blue 1969 Project Files 69-001 thru 69-034,  
and Blue 1969 Project Files 69-095 thru 69-131

Acc. No. 306-74-037 *1/72/35:3*  
Lot No. 72 D 499 IEA 1966-1970

NN-463-22 Item 2g  
Retain

Australia, Indonesia, Japan, Korea, Micronesia,  
Manila, and Thailand mostly 1968 - 1970;  
Okinawa Reversion from 1966 - 1970;  
Canberra Agreements for 1968 & 1969

1. EDU 13 Japan - P-9 Korea

2. PIX Korea - Malaysia CPPM 1969

3. Canberra Agreements (Also some in Box # 8)

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Acc. No. 306-74-037 (Continued)

- 4. Korean Policy Papers - OCEANIA Gen. 67 & 68
- 5. CPPM Japan - EXH - EXPO 70
- 6. INF General Japan - ORG 11 Australia 68
- 7. SYMINGTON Hearings 1970 - ASEAN Conference
- 8. BUD Australia - Canberra Agreements 69
- 9. BUD 1-2 CPPM Indonesia - Field Messages 68 & 69
- 10. BUD 1-2 CPPM Thailand 69 - Counterinsurgency

Acc. No. 306-74-038  
Lot No. 73 D 49

*1/72/31:5*

ILA 1971

NN-463-22 Item 2g  
Retain

1971 Files of ILA Domestic and Field correspondence  
Concerning USIA activities in Mexico and Brazil.

- 1. BRAZIL Chrons; ADM thru PVT 10
- 2. BRAZIL; R thru SP and Church Report
- 3. MEXICO; BG thru INF 13
- 4. MEXICO; LIB thru SOC and Reports from  
Miami City Con Cuba

Acc. No. 306-74-039  
Lot No. 73 D 50

*1/72/31:4*

ILA 1970-1971

NN-463-22 Item 2g  
Retain

Indochina Desk 1971 Viet-Nam working Files,  
A few 1970 Working Files for Laos

- 1. BG thru EDX
- 2. INF thru PRESS
- 3. PSY thru POL
- 4. POL thru NSSM

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Acc. No. 306-74-040 *1/72/31:7* ILA 1971  
Lot No. 73 D 51

NN-463-22 Item 2g  
Retain

Subject Files for the year 1971

1. BUD 13-1 Fund Status Reports thru PB 1-2  
Proposals, Suggestions, Ideas
2. FPB Packets thru FT 11-4 Quotas
3. POL NSC Undersecretaries' Committee thru  
HLTH 15-3 Pollution

Acc. No. 306-74-041 *1/72/31:6* ILA 1971  
Lot No. 73 D 52

NN-463-22 Item 2g  
Retain

1971 Files of ILA Domestic and Field  
Correspondence concerning USIA activities in  
Colombia, Peru, Venezuela, and Ecuador

1. Colombia; BG thru E
2. Colombia; E thru Peru; BKS
3. Peru; CUL thru POL 7
4. POL 12 thru Venezuela; E
5. Venezuela; E thru Ecuador; INF 2-2
6. Ecuador; INF 8-1 thru SCI  
LOS Law of the Sea and Chrons

Acc. No. 306-74-042 *1/72/31:2* IBS/ET 1970  
Lot No. 73 D 75

MOA III 555.1 by  
Destroy 1/1/78

Calendar year 1970 correspondence and subject  
files for Domestic and Overseas Relay Stations  
of IBS/ET Operations.

1. Incoming correspondence for Domestic and Overseas  
Relay Stations
2. Incoming and Outgoing correspondence for Domestic  
and Overseas Relay Stations
3. Outgoing chron and Irregularity reports for  
Domestic and Overseas Relay Stations

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Acc. No. 306-74-042 (Continued)

4. Irregularity Reports for Domestic and Overseas Relay Stations

5 & 6 Irregularity Reports and Monthly Reports for Domestic and Overseas Relay Stations

7. Monthly Reports for Domestic and Overseas Relay Stations

8. Quarterly Statistical Reports for Domestic and Overseas Relay Stations, Incoming and Outgoing chron (Classified)

Acc. No. 306-74-043 *1/72/31:5*  
Lot No. 73 D 76 IEE 1970-1971

NN-463-22 Item 2g Retain

Polish Affairs Files; telegrams, reports, and correspondence

1. BKS thru INF 14 Briefings

2. LIB thru HLTH

Acc. No. 306-74-044 *1/72/31:3*  
Lot No. 73 D 78 IOP/C 1968-1969

NN-463-22 Item 2g Retain

Chronological and alphabetical Files from the office of the Cultural Affairs and Business Advisors.

1. ORG 3-4 thru CUL 16-3

2. EDU 1 thru PR 6

3. PR 6 thru PVT 13

4. PVT 13 thru M

Acc. No. 306-74-045 *1/72/31:4*  
Lot No. 73 D 97 IEE 1970-1971

NN-463-22 Item 2g Retain

Romanian Affairs Files: telegrams, reports, correspondence, etc.

1. BKS - EXH Bucharest Trade Fair (R & D Exhibit)

2. INF - POL 7 Visits



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Acc. No. 306-74-046  
Lot No. 73 D 120

1/72/29:7  
IIA 1970-1971

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Retain

Record copies of subject communications (telegrams information guides, memoranda, and letter correspondence and other official documents) pertaining to USIA operations in the Caribbean, Central America, Bolivia, Chile, Argentina, Uruguay, and our program in Cuba.

1. Uruguay BUD thru Nicaragua, SOC (1971)
2. Honduras, BUD thru El Salvador, POL 23 (1971)
3. Argentina, BG thru E 1 (1971)
4. Argentina, LAB through Guatemala (1971) to General Central America- General Agreement on Tariffs and Trade.
5. Dominican Republic (1971) through General Caribbean 1970 May - August Training file
6. Costa Rica thru Bolivia, (1971) LIB (BNC La Paz BNC takeover).
7. Bolivia; EDU 1 thru General Law of the Sea file. (1971)
8. Panama; thru Cuba R (Radio) 1971
9. Cuba; R-2 (Reports from Miami) thru Chile AID (1971)
10. Chile; E (Economics) thru U.S. exposure in Chile.
11. Chile; Allende's Statements thru Guyana, Haiti, and Barbados (1971)
12. Jamaica; thru Trinidad (1971) through National Intelligence Handbook for 1970.

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Acc. No. 306-74-047 *1/72/29:6*  
Lot No. 73 D 172 ISA 1959-1971  
NN-463-22 Item 2g

Country and Administrative Files from October, 1959 to November, 1971. Countries include: Afghanistan, Burma, India, Nepal, Pakistan and Sri Lanka (Ceylon).

1. Country and Administrative files for NEPAL, AFGHANISTAN, BURMA, and CEYLON thru INDIA Action Cables 1967

2. INDIA Action Cables 1968 thru INDIA Action OM's 1970

3. INDIA Action FM's 1959-65 thru PAKISTAN

Acc. No. 306-74-048 *1/72/29:5*  
Lot No. 73 D 174 IAA 1970  
NN-463-22 Item 2g  
Retain

General Correspondent and specific country correspondence for 1970.

1. BJD 1 - General Policy Plans to EXH - General Policy and Plans

2. INF - Information to FOL 7 - Rogers' Statements

3. Abidjan, Ivory Coast ORG - Letters to Lagos, Nigeria INF 14.1 - Briefing Papers

4. Lagos, Nigeria POL - Political Affairs to Rwanda INF 14.1 - Briefing Papers

5. Rwanda INF 2.2 - Program Highlights to INF 14.1 Briefing Papers, Dar es Salaam, Tanzania

6. Dar es Salaam, Tanzania CSM - Communism to Nairobi, Kenya INF 1.2 - Country Plans

7. Nairobi, Kenya INF 2.2 - Program Highlights to Pretoria, South Africa POL - Political Affairs and Relations

8. Addis Ababa, Ethiopia ORG 11 - Inspection to Kinshasa, Congo - INF - Policy Guidance

9. Kinshasa, Congo (Zaire) INF 1.2 - Country Plans to Brazzaville, Congo Bio-data

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		Acc. No. 306-75-18 (Cont'd)	
6.		5th Tokyo International Amateur Film Contest thru 4th International Festival of the Arts, San Juan, Puerto Rico.	
		Item No. 3 Lot No. 74 D 66 IMV/C 1967	
		Alphabetically arranged by country, files of correspondence and communications pertaining to the 1967 Film Festivals.	
7.		Africa - South African International Film Festival, Johannesburg thru Spain - 5th International Congress of Motion Picture and Television Schools, Madrid (October, 1967)	
8.		Switzerland - 20th International Film Festival Locarno (July 1967) thru San Francisco - San Francisco International Film Festival Oct. 67.	
		Acc. No. 306-75-19 Lot No. 74 D 67 ICS 1972	NN 463-22 Item 6a Retain
		ICS General Files for 1972	01/62:52-6
1.		BUD - Budget 1972 thru BKS Books	
2.		CUL - Culture thru INF Information (General)	N1/306/98/3/4
3.		INF-1 General Policy, Plans, Coordination thru INF 1-10 VI Arts	
4.		INF 1-10-a Special Thematic Programming thru PB 29-3 Periodicals	
		Acc. No. 306-75-20 Item No. 1 Lot No. 74 D 68 IBS & IBS/P 1969	NN-463-22 Item 2g Retain
		VOA Divisional Memoranda, IBS & IBS/P Background Material, Congressional material concerning VOA, and Miscellaneous material.	01/62:54-1
1.		Budget - General thru LOGS Jan. - Dec. 1969	
2.		EP - Emergency Planning thru PER 15-1 Employee Campaigns, Drives.	

STANDARD FORM 135-A  
 JULY 1961 EDITION  
 GENERAL SERVICES ADMIN.  
 FPMR (41 CFR) 101-11.4

RECORDS TRANSMITTAL  
 AND RECEIPT  
 (CONTINUATION)

AGENCY (OSIA)

Department of State

DATE

Sept. 16, 1974

BOX NUMBERS		DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	DISPOSAL AUTHORITY
FRC ONLY	AGENCY		
		Acc. No. 306-75-20 (Cont'd)	
16.		RF - Radio Frequencies & Propagation thru RP 8-5 Field Evaluation	01/02:54-4
		Acc. No. 306-75-21 Lot No. 74 D 119 IEE 1971 - 1972	NN 463-22 Item 2g Retain
		Administrative Files for Eastern Europe (Poland, Hungary, Czechoslovakia, Romania, Yugoslavia, Bulgaria, Soviet Union and RPO Vienna).	
1.		Chrons Jan. 1, 1971 thru CUL 12 Lecture Program	
2.		CUL 16 Cultrual Presentations thru SOC Quality of Life in the U.S.	01/02:54-4
		Acc. No. 306-75-22 Lot No. 74 D 120 IEE 1971	NN 463-22 Item 2g Retain
		1971 Files for Yugoslav and Albania	
1.		Yugoslav Files, BG - EXH	
2.		Yugoslav Files, EXH - POL Albania File	
		Acc. No. 306-75-23 Lot No. 74 D 121 IOP/C 1964-1970	NN 463-22 Item 2g Retain
		Science and Space (1964-1970)files, Subject files and a few Care Files.	01/02:54-7
1.		SCI - Sciences Miscellaneous thru CA 12779 Apollo 11	
2.		A-11 CA 11171 Newspapers from posts thru INF 7-6 Apollo 11 Useful Apollo Raw Material	
3.		INF 7-6 Spollo 11 10189 (IMV Message) thru SP 10 IAS A-12 Bullseye	
4.		SP 10 IBS A-12 thru SP 3 NASA Materials Distribution	
5.		SP 1 US Program thru SCI 3 Water for peace Conference May 23-31 1967.	

STANDARD FORM 135-A  
 JULY 1961 EDITION  
 GENERAL SERVICES ADMIN.  
 FPMR (41 CFR) 101-11.4

**RECORDS TRANSMITTAL  
 AND RECEIPT  
 (CONTINUATION)**

AGENCY (UNIA)

Department of State

DATE

Sept. 16, 1974

BOX NUMBERS		DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	DISPOSAL AUTHORITY
FRC ONLY	AGENCY		
		<p>Acc. No. 306-75-24                      Lot No. 74 D 123 ICS 1958-1972</p> <p>IMG Program (Book) - Records documenting the development, policy and liquidation.</p> <p>1. IMG Guaranty Program thru 51030 Support</p> <p>2. Legislation - IMG 52523 thru Poland Collier Dialogue</p> <p>3. IMG Policies thru Copyright</p> <p>4. Creative America thru UNESCO Coupons</p>	<p>NN 463-22 Item 9b, &amp; c Retain</p> <p>01/62:54-4                      NA/306/48/3/13</p>
		<p>Acc. No. 306-75-25                      Lot No. 74 D 186 IEA 1969-1970</p> <p>Various Central File Folders for: Indonesia, New Zealand, Singapore, Philippines, Malaysia, Fiji, Other Pacific Islands, Australia, and Korea (also 1971).</p> <p>1. Indonesia (Background) thru New Zealand (Anzus Pact)</p> <p>2. ASEAN (New Zealand) thru Philippines (CPPM 1967)</p> <p>3. Philippines (CPPM 1968) DEF</p> <p>4. Philippines POL thru Australia (Coral Sea)</p> <p>5. Australia (INF) thru Korea (LIB)</p> <p>6. Korea (Radio) thru SOC (Drugs 1971)</p>	<p>NN 463-22 Item 2g Retain</p> <p>01/62:54-6</p>
		<p>Acc. No. 306-75-26                      Lot No. 74 D 187 IOA/SC 1959-1969</p> <p>Country Plan from 1959-1969</p> <p>1. Africa - 1960 - 1969; Algeria to Zanaibar thru Europe 1960 - 1967; Austria to Yugoslavia</p> <p>2. Far East - 1959 - 1967; Australia to Viet nam; Latin America - 1960 - 1968; Argentina to West Indies; Near East - 1959 - 1967; Afghanistan to Yemen</p>	<p>NN 463-22 Item 2h Retain</p> <p>01/62:56-5                      TD</p>

STANDARD FORM 135-A  
JULY 1961 EDITION  
GENERAL SERVICES ADMIN.  
FPMR (41 CFR) 101-11.4

RECORDS TRANSMITTAL  
AND RECEIPT  
(CONTINUATION)

AGENCY (OSIA)  
Department of State

DATE  
Sept. 16, 1974

BOX NUMBERS  
FRC ONLY AGENCY DESCRIPTION OF RECORDS WITH INCLUSIVE DATES DISPOSAL AUTHORITY

Acc. No. 306-75-27  
Lot No. 74 D 188 IEA 1971

- 1. IEA Area Subject Files for 1971
- 2. Australia (MVP) thru Manila (MVP)
- 3. Taipei (EDX) thru Vientiane (DEF)
- 4. Japan (POL) thru Thailand (POL)
- 5. Malaysia (LIB) thru Washington (EXH)
- 6. Washington (INF) thru Australia (ORG)

↓  
NN-463-22 Item 2g  
Retain  
01/62:56-4

Acc. No. 306-75-28  
Lot No. 74 D 193 IEE 1962-1972

- 1. Exhibit Files for Eastern Europe (Poland, Hungary, Czechoslovakia, Romania). Political Files (Poland) and Educational Exchange Files (Romania).
- 2. EDX Romanian Exchange Negotiations thru MVTU U.S. - Polish Co-Operative
- 3. EXH Graphic Arts thru EXH Architecture USA
- 4. EXH Poznan Trade Fair thru EXH Brno Fair
- 5. EXH Budapest Trade Fair thru EXH Graphics USA

↘  
NN 463-22 Item 2g  
Retain  
01/62:56-4  
01/62:54-5

Acc. No. 306-75-29  
Lot No. 74 D 225 IEE 1970-1971

- 1. Assistant Director's Administrative and Program files from 1970 - 1971.
- 2. BG (General) thru CUL 13 (Fine Arts) 1970-71
- 3. EDU 10 (English Teaching Program thru POL 7 (Visits to U.S. - Foreign Dignitaries)
- 4. POL 7 (Visits - Tito of Yugoslavia) thru R-6-2 Private International Broadcasting (General) (RFE/RL) June 1970 - 1971.

↘  
NN 463-22 Item 2g  
Retain  
01/62:54-7

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Complete and send original and two copies of this form to the appropriate Federal Records Center for approval prior to shipment of records. See specific instructions on reverse.

1. TO: (Complete the address for the appropriate records center serving your area)

**Federal Archives and Records Center  
General Services Administration**

As shown in FPMR 101-11.410-1 **Washington National Records Center  
STOP 386**

2. AGENCY TRANSFER AUTHORIZATION

TRANSFERRING AGENCY OFFICIAL (Signature and title)	DATE
Harrison L. Davis, MGT/ATM, Chief	2/5/79

3. AGENCY CONTACT

TRANSFERRING AGENCY LIAISON OFFICIAL (Name, office and telephone No.)

Samuel D. Staton, MGT/ATM, 724-9783

4. RECORDS CENTER RECEIPT

RECORDS RECEIVED BY (Signature and title)

DATE: MAR 27 1979

5. FROM (Enter the name and complete mailing address of the office retiring the records. The signed receipt of this form will be sent to this address)

306-79-014

- International Communication Agency
- Rm. 124, MGT/ATM
- 1776 Pa. Ave., N.W.
- Washington, D.C. 20547

J20

Fold line

**RECORDS DATA**

ACCESSION NUMBER			VOLUME (cu. ft.)	AGENCY BOX NUMBERS	SERIES DESCRIPTION (With inclusive dates of records)	RESTRICTION	DISPOSAL AUTHORITY (Schedule and item number)	DISPOSAL DATE	COMPLETED BY RECORDS CENTER			
RG (a)	FY (b)	NUMBER (c)							LOCATION (j)	SHELF PLAN (k)	CONT. TYPE (l)	AUTO. DISP. (m)
306	79	0014	6	1-6	Audit 1974 Inspection Reports	S	III 500.555.14 CZ	June 1984 7/84	02/c2:28-7-1	\$	A	N

LOCATION:		
VERIFIED	SIGNATURE	DATE
Schedule	[Signature]	2/12/79
Shelving	[Signature]	4/16

Bx. 1

**RECORDS TRANSMITTAL AND RECEIPT**

Complete and send original and two copies of this form to the appropriate Federal Records Center for approval prior to shipment of records. See specific instructions on reverse.

PAGE **1** OF **7** PAGES

**1. TO** (Complete the address for the appropriate records center serving your area)  
**Federal Archives and Records Center**  
**General Services Administration**  
 As shown in FPMR 101-11.410-1 **Washington NRC-Stop 386**

**2. AGENCY TRANSFER AUTHORIZATION**  
 TRANSFERRING AGENCY OFFICIAL (Signature and title)  
 Harrison L. Davis, Chief MGT/TCM  
 DATE: 7/30/80

**3. AGENCY CONTACT**  
 TRANSFERRING AGENCY LIAISON OFFICIAL (Name, office and telephone No.)  
 Samuel D. Staton MGT/TCM 724-9783

**RECORDS CENTER RECEIPT**  
 RECORDS RECEIVED BY (Signature and title)  
 Jack Saunders, Chief, Accession & Disposal Branch  
 DATE: 7/22/81

**5. FROM** (Enter the name and complete mailing address of the office retiring the records. The signed receipt of this form will be sent to this address)  
 306-80-81  
 USICA \*Message Center & Records Branch  
 Rm 124, 1776 Penn. Ave. NW  
 Stop 121

Fold line

**6. RECORDS DATA**

ACCESSION NUMBER			VOLUME (cu. ft.)	AGENCY BOX NUMBERS	SERIES DESCRIPTION (With inclusive dates of records)	RESTRICTION	DISPOSAL AUTHORITY (Schedule and item number)	DISPOSAL DATE	COMPLETED BY RECORDS CENTER			
RG (a)	FY (b)	NUMBER (c)							LOCATION (j)	SHELF PLAN (k)	CONT. TYPE (l)	AUTO. DISP. (m)
306	80	0081	6		(d) 64-6/70 Interagency Council on International Educational & Cultural Affairs Minutes of Meetings; Special Mtgs.; Papers (Council); Numbered Papers; Unnumbered Papers; Policies; Reports; Science Liaison Group; Committees-Proposed; AREA; Task Force & Work Groups; Task Force & "Brain Drain"; Conferences  1 EDX 1-Interagency Cooperative Arrangements: Establishment of the Council on International Educational & Cultural Affairs Through Fourth Meeting-October 14, 1964	C	DOS-190404	Permanent U	7/64:19-5-2	SA		

LOCATION:	
VERIFIED	SIGNATURE
Schedule	A. Reed 8/27/80
Shelving	J. R. ... 7/22/81



REC'D TRANSMITTAL  
and RECEIPT  
(Continuation)

This form is to continue listing of Records Data when space on SF 135 is not adequate. Instructions for completion of SF 135 apply.

TRANSFERRING AGENCY'S NAME

Harrison L. Davis  
MGT/TCM

DATE

7/30/80

PAGE OF

7

PAGES

ACCESSION NUMBER			VOLUME (cu. ft.)	AGENCY BOX NUMBERS	SERIES DESCRIPTION (With inclusive dates of records)	RESTRICTION	DISPOSAL AUTHORITY (Schedule and item number)	DISPOSAL DATE	COMPLETED BY RECORDS CENTER			
RG	FY	NUMBER							LOCATION	SELF PLAN	CONT. TYPE	AUTO. DISP.
(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)	(j)	(k)	(l)	(m)
306	80	0081	6	2	Fifth Meeting-February 10, 1965 Through Eighteenth Meeting-November 21, 1969	C	DOS-190404	Permanent				
				3	Eighteenth Meeting-Nov. 21, 1969- Agenda, Papers, etc. Through No. 33: "Progress Report by Staff of Interagency Council (May 16-Sept 16, 1968)"							
				4	No. 34: "U.S. Govt. & Legal Exchanges with Developing Countries of Africa, Asia & Latin America" Through Working Group & Legal Assistance to New Nations							
				5	Ad Hoc Working Group on "J" Visa- Third Country Determinations Through Interagency Task Force--Non-Returning							
				6	Non-Returnign Students Through Conference on Central America 4/29/64							

- 1 1. EDX 1-Interagency Cooperative Arrangements: Establishment of the Council on International Educational & Cultural Affairs
2. Interagency Committees: General Pre-1964 Period
3. Interagency Council on Int'l Ed. & Cul. Affairs (History of Coordination)
4. Council on Int'l & Cul. Affairs (Master File Index)
5. Terms of Reference--Council Authorization
6. Membership
7. Committee Data Sheets for BOB
8. Committees--Charts
9. Council Committees & Working Groups-General
10. Secretariat Duties-And Council Checklist for Meetings
11. Committees & Working Groups-List
12. Interagency Committee on India-1968
13. Interagency Committee on University Relations
14. Interagency Council: Progress Reports
15. Executive Order-Drafts on Coordination
16. Council on Int'l Ed. & Cul. Affairs-Replaced by Subcommittee on Int'l Exchanges
17. Wind Down of Council on Int'l Ed. & Cul. Affairs
18. Interagency Survey-Category I
19. Interagency Survey-Category II
20. Interagency Survey-resource documents
- MINUTES OF MEETINGS
21. First Meeting-Jan 30, 1964
22. Second Meeting-April 29, 1964 I
23. Second Meeting-April 29, 1964 II
24. Second Meeting-April 29, 1964 III
25. Third Meeting-July 8, 1964
26. Fourth Meeting-Oct 14, 1964
- 2 27. Fifth Meeting-Feb 10, 1965
28. Sixth Meeting-April 23, 1965
29. Seventh Meeting-July 8, 1965
30. Eighth Meeting-Dec 21, 1965
31. Ninth Meeting-Feb 18, 1966
32. Tenth Meeting-May 10, 1966
33. Eleventh Meeting-Oct 5, 1966
34. Twelfth Meeting-Feb 20, 1967
35. Thirteenth Meeting-June 16, 1967
36. Thirteenth Meeting-June 16, 1967-Original Papers
37. Fourteenth Meeting-Dec 11, 1967-Announcements, Agenda, etc.
38. Fourteenth Meeting-Dec 11, 1967
39. Dec 11, 1967 Council Meeting Follow Up: President's Initiatives in International Education

40. Fifteenth Meeting-May 29, 1968-
41. Fifteenth Meeting-May 29, 1968-Background Papers
42. Sixteenth Meeting-Sept 25, 1968-Announcements, Agenda & Supporting Papers
43. Sixteenth Meeting-Minutes - Sept 25, 1968
44. Sixteenth Meeting-General Information -Sept 25, 1968
45. Seventeenth Meeting-Dec 12, 1968-Announcements, Agenda & Supporting Papers
46. Seventeenth Meeting-Dec 12, 1968-General Information
47. Seventeenth Meeting-Dec 12, 1968-Minutes
48. Jan 6, 1969 HEW Report "Int'l Ed.; An Inventory of Federal Programs" & Transmittal
49. Eighteenth Meeting-Nov 21, 1969

- 3 50. Eighteenth Meeting-Nov 21, 1969-Agenda, Papers, etc
51. Nineteenth Meeting-June 4, 1970

#### SPECIAL MEETINGS

52. Joint Meeting with U.S. Advisory Commission - Feb 4, 1966
53. Joint Meeting with U.S. Advisory Commission-March 29, 1966
54. Ad Hoc Meeting on proposed Public Travel Restrictions-Feb 13, 1968
55. Interagency Council-Mtg. of the Interagency Book Committee of the IC (5th Mtg.) June 26, 1967

#### PAPERS (COUNCIL)

56. Council Meetings-Lists of Papers

#### NUMBERED PAPERS

57. No. 1: Proposed Terms of Ref.-Council on Int'l. Ed. & Cul. Affairs (1/30/64)
58. No. 2: Pro. Committee of the Council on Int'l Ed. & Cul. Affairs
59. No. 3: Coordination of Educational Exchange & Relations Act as recommended by Fascell Comn 7/8/64 Work Paper
60. No. 4: Work of Inter. Comm. on University Relation-Reaction to Gardner Report, AID & Univ. 10/14/66
61. No. 5: Report of Inter. Comm. on English Language Teach. to Council (Class) 10/14/64
62. No. 6: Proposal for Int'l Comm. on Latin America of the Council 10/14/64
63. No. 7: Proj. Sch. of Items for Con. of Council on Int'l Ed. & Cul. Affairs 10/14/64
64. No. 8: Insuring the Return of Par. in Exchange Visitor Program 2/10/65
65. No. 9: State on Coord.: (1) & (2) ReCoord. 2/10/65
66. No. 10: The Problem of Non-Returning Exchange Visit (Report of Int'l Task Force, etc.) 4/23/65
67. No. 11: Fascell Com. Report No. 3-Implementation for the Council 7/8/65

68. No. 12: The Effect of New Civ. Rights Legislation on Int'l Ed. Exchange 7/8/65'
69. No. 13: The Council's Concern with the "Brain Drain" Problem (A Progress Report) 12/21/65
70. No. 14: The President's New Int'l Ed. Program-Proposals for Council. Act. 2/18/66
71. No. 15: The Council's Concern with the "Brain Drain" Problem (A Progress Report, 3/18/66 3/29/66)
72. No. 16: Proposal for Com-Council Sponsorship of Broch. Designed etc. 3/29/66
73. No. 17: The EWA Report: "The Overseas Selection of Foreign Students" 3/29/66
74. No. 18: Assignment of Education Officers 5/10/66
75. No. 19: Proposal for Establishment of Int'l Book Committee of Council 5/10/66
76. No. 20: Proposal for Scholarship Fund for Int'l Career Service 10/5/66
77. No. 21: Postion on the "Brain Drain" Problem 2/20/67
78. No. 22: "World List of Future Int'l Meetings" 2/20/67
79. No. 23: Proposal for Scholarship Fund for Int'l Career Service 2/20/67
80. No. 24: Activities Report 2/20/67
81. No. 24: Action taken on Brain Drain Problem by Member Agencies of the Council 6/16/67
82. No. 25: Existing & Proposed Guidelines for Overseas Programs 6/16/67
83. No. 26: Keepign the Cul. Rel. Off. Corps of For. Emb. in D.C., etc 6/16/67
84. No. 27: Visa Changes? Waiver Criteria Changes? Task force Report on "H" Visa 12/11/67
85. No. 28: U.S. Govt. & Quest. Private Ed. & Cult. Exchange Organization 12/11/67
86. No. 29: Proposal for Council to Establish Interagency Committee on India 12/11/67
87. No. 30: HEW's Proposal for Programming Foreign Military Personnel 12/11/67
88. No. 30: Progress Rep. by Staff of Interagency Council 12/1/67-5/15/68 (5/29/68)
89. No. 31: Proposals for "Streamlining" Council on Int'l Ed. & Cul. Affairs 5/29/68
90. No. 32: A Modified Position on the Brain Drain? 5/29/68

91. No. 33: "Progress Report by Staff of Interagency Council  
(May 16-Sept 16, 1968)"

- 4 92. No. 34: "U.S. Govt. & Legal Exchanges with Developing Countries  
of Africa, Asia, & Latin America"
93. No. 35: "Report & Recommendations of Working Group on "J"  
Visa-Waiver Criteria & Procedures"
94. No. 36: "Progress Report of Action taken to carry out President's  
Initiatives in Field of International Education."
95. No. 37: "Progress Report by Staff of Interagency Council  
(Sept 17-Dec 3, 1968)"
96. No. 38: AID Report on Technical Cooperation with Non-AID Countries  
UNNUMBERED PAPERS
97. Possible Topics or Problems for the Council's early consideration  
"Memory Bank" 5/29/68 Meeting
98. The role of Ed. & Cul. Affairs in Foreign Policy (Picon)  
POLICIES
99. Interagency Policy on Civil Rights (Title VI) & Placement of  
Foreign Students (FAMC #360)
100. Ed. & Cul. Affairs in Foreign Policy
101. Establishment of Waiver Review Board  
REPORTS
102. Reports & Prog. Reports (Brain Drain)
103. Reports: "Progress Report of Action taken to Carry out President's  
Initiatives in the field of Int'l. Ed." July 29, 1968
104. Interagency Council Papers for Joint Meeting of the USAC/BFS/ACE  
9/12/69
105. Interagency Council (Misc. Folder)  
SCIENCE LIAISON GROUP
106. Science Liaison Group
107. Science Liaison Group I
108. Science Liaison Group II  
COMMITTEES-PROPOSED
109. Interagency Committee on the Arts-Proposed  
AREA
110. Interagency Area Committees-General-Proposed
111. Interagency Comm. on Africa-Proposed
112. Interagency Comm. on Europe-Proposed
113. Interagency Comm. on The Far East-Proposed
114. Interagency Comm. on Latin America-Proposed
115. Interagency Comm. on Mexico-Proposed

116. Interagency Comm. on Near East & South Asia-Proposed  
TASK FORCES & WORK GROUPS

117. Task Force on Facilitative Assistance to Foreign Visitors  
(Meeting 3/13/70)

118. Interagency Working Group on Technical Cooperation "AID Phase Out"

119. Interagency Working Group on Technical Cooperation-Subgroup I  
Report-Dec 1968

120. Working Group & Legal Assistance to New Nations

5 121. Ad Hoc Working Group on "J" Visa-Third Country Determinations

122. Working Group: American Personnel for Overseas Work

123. W Task Force: Education Officer

124. Task Force "H" Visa

125. Task Force: Non-Returning Academic Visitor (See "Brain Drain"  
Task Force Materials below on Manifest)

126. Working Group ; Non-Sponsored Students

127. Working Group: Overseas Guidelines

128. Task Force: Planning & Budget Review

129. Task Force: Scholarship Fund for Int'l Career Service

130. Working Group: Waiver Criteria

132. Education Officers-Task Force FJC/TF

133. W G : "World List" of Int'l Meetings

TASK FORCE: "BRAIN DRAIN"

134. Steering Group "Brain Drain"

135. Task Force on Non-Returning Exchange Visitors

136. Interagency Task Force--Non-Returning

6 137. Non-Returning Students'

138. Brain Drain-"Non-Returning Foreign Students & the Cost of Student  
Exchange" Exchange Magazine Spring 1966

139. Brain Drain Conference 1966 (Int'l Migration of Talent & Skills)

CONFERENCES

140. Africa Conference

141. Conference on Central America 4/29/64

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Complete and send original and two copies of this form to the appropriate Federal Records Center for approval prior to shipment of records. See specific instructions on reverse.

1. TO *(Complete the address for the appropriate records center serving your area)*  
**Federal Archives and Records Center**  
**General Services Administration**  
 As shown in FPMR 101-11.410-1 **Washington National Records Center**

5. FROM *(Enter the name and complete mailing address of the office retiring the records. The signed receipt of this form will be sent to this address)*

**306-84-4**

- United States Information Agency
- Property and Records Management Branch (M/AGP)
- Rm. M10
- 400 C. St., S.W.
- Washington, D.C. 20547

2. AGENCY TRANSFER AUTHORIZATION  
 TRANSFERRING AGENCY OFFICIAL *(Signature and title)*  
*[Signature]*  
 Chief, Property & Records Management 9/20/83

3. AGENCY CONTACT  
 TRANSFERRING AGENCY LIAISON OFFICIAL *(Name, office and telephone No.)*  
 Susan Garro  
 Records Management Staff 485-7502

4. RECORDS CENTER RECEIPT  
 RECORDS RECEIVED BY *(Signature and title)*  
*[Signature]*  
 Chief, Accession & Disposal Branch 10481 D/SS

**RECORDS DATA**

SESSION NUMBER			VOLUME (cu. ft.)	AGENCY BOX NUMBERS	SERIES DESCRIPTION <i>(With inclusive dates of records)</i>	RESTRICTION	DISPOSAL AUTHORITY <i>(Schedule and item number)</i>	DISPOSAL DATE	COMPLETED BY RECORDS CENTER			
RG (a)	FY (b)	NUMBER (c)							LOCATION (j)	SHELF PLAN (k)	CONT. TYPE (l)	AUTO. DISP. (m)
306	84	0004	10	1	7600001-7600309	S	MOA III					
				2	7600310-7600639		555.21a	P 2002				
				3	7600640-7601019							
				4	7601020-7601319							
				5	7601320-7601609							
				6	7601610-7601959							
				7	7601960-7602329							
				8	762330-7602679 9) 7602680-7603109							
				10	7603110-7604171							
					Director's Subject Files, cy 1976							
					Correspondence and memoranda maintained for the Office of the Director by the Secretariat Staff							
					These files are indexed under the Secretariat Automated Document Indexing (SADI) system.							

*03/66:444/1 S*

LOCATION:		
VERIFIED	SIGNATURE	DATE
Schedule	<i>S. Wayman</i>	<i>10/5/83</i>
Shelving	<i>Mike Smith</i>	<i>1/25/84</i>

**RECORDS TRANSMITTAL AND RECEIPT**

Complete and send original and two copies of this form to the appropriate Federal Records Center for approval prior to shipment of records. See specific instructions on reverse.

1. TO (Complete the address for the appropriate records center serving your area)  
**Federal Archives and Records Center**  
**General Services Administration**  
 Washington National Records Center  
 Stop 386

As shown in FPME 101-11.410-1

5. FROM (Enter the name and complete mailing address of the office retiring the records. The signed receipt of this form will be sent to this address)

U.S. Information Agency  
 Records Management Staff  
 M/ASP, Rm. 623  
 301 4th Street, S.W.  
 Washington, D.C. 20547

2. AGENCY TRANSFER AUTHORIZATION  
 TRANSFERRING AGENCY OFFICIAL (Signature and title)  
*[Signature]*  
 Records Management Officer  
 DATE: 4/13/87

3. AGENCY CONTACT  
 TRANSFERRING AGENCY LIAISON OFFICIAL (Name, office and telephone No.)  
 Retta Graham-Hall, M/ASP, 485-7501

4. RECORDS CENTER RECEIPT  
 RECORDS RECEIVED BY (Signature and title)  
*[Signature]*  
 Chief, Accession & Disposal Branch  
 DATE: 5/17/87

M/ASP

306-87-49

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**RECORDS DATA**

ACCESSION NUMBER			VOLUME (cu. ft.)	AGENCY BOX NUMBERS	SERIES DESCRIPTION (With inclusive dates of records)	RESTRICTION	DISPOSAL AUTHORITY (Schedule and item number)	DISPOSAL DATE	COMPLETED BY RECORDS CENTER		
RG (a)	FY (b)	NUMBER (c)							LOCATION (j)	SHELF PLAN (k)	CONT. TYPE (l)
306	87	0049	1	1-1	Country Plans - Record copy of approved Country Plans, country data papers, program memoranda, assessment reports and institutional analysis for each nation where USIA operates. Country Plans provide executive direction to agency activities by establishing program objectives tailored to specific country in accordance with US Foreign Policy. The other documents provide information on media, political, social or economic conditions and/or analyze program effectiveness. (1975, 4 geographic areas) (Lists attached.)	S	NCI-306-81-5	P. 2006	8/08:22-2-1 STW		

LOCATION:		
VERIFIED	SIGNATURE	DATE
Schedule	<i>[Signature]</i>	4-15-87
Verifying	<i>[Signature]</i>	4-28
Shelving Verification	<i>[Signature]</i>	8/12



Country Plans - 1975

EA

Australia	Burma
Hong Kong	Indonesia
Japan	Korea
Kuala Lumpur	Philippines
Singapore	Thailand
Taiwan	New Zealand

American Republic

Bolivia	Brazil
Chile	Colombia
Costa Rica	Dominican Republic
Ecuador	El Salvador
Guatemala	Guyana
Haiti	Honduras
Mexico	Nicaragua
Venezuela	Panama
Paraguay	Peru
Uruguay	

Africa

Botswana	Burundi
Cameroon	Central African Empire
Chad	Ethiopia
Gabon	Ghana
Guinea	Ivory Coast
Kenya	Lesotho
Liberia	Madagascar
Malawi	
Mali	Niger
Nigeria	Senegal
Sierra Leone	South Africa
Tanzania	Togo
Upper Volta	Zaire

Europe

Spain	Sweden
Turkey	United Kingdom
Yugoslavia	USNATO Brussels
USEC Brussels	

**RECORDS TRANSMITTAL AND RECEIPT**

Complete and send original and two copies of this form to the appropriate Federal Records Center for approval prior to shipment of records. See specific instructions on reverse.

PAGE 1 OF 1 PAGES

1. TO (Complete the address for the appropriate records center serving your area)  
**Federal Archives and Records Center**  
**General Services Administration**  
 Washington National Records Center  
 Stop 386

As shown in FPMR 101-11.410-1

5. FROM (Enter the name and complete mailing address of the office retiring the records. The signed receipt of this form will be sent to this address)

U.S. Information Agency  
 Records Management Staff  
 M/ASP, Rm. 623  
 301 4th Street, S.W.  
 Washington, D.C. 20547

2. AGENCY TRANSFER AUTHORIZATION  
 TRANSFERRING AGENCY OFFICIAL (Signature and title) DATE  
*[Signature]* Records Management Officer 4/12/87

3. AGENCY CONTACT  
 TRANSFERRING AGENCY LIAISON OFFICIAL (Name, office and telephone No.)  
 Retta Graham-Hall, M/ASP, 485-7501

4. RECORDS CENTER RECEIPT  
 RECORDS RECEIVED BY (Signature and title) DATE  
*[Signature]* Chief, Accession & Disposal Branch 5/17/87

M/ASP

306-87-50

Fold line

**RECORDS DATA**

ACCESSION NUMBER			VOLUME (cu. ft.)	AGENCY BOX NUMBERS	SERIES DESCRIPTION (With inclusive dates of records)	RESTRICTION	DISPOSAL AUTHORITY (Schedule and item number)	DISPOSAL DATE	COMPLETED BY RECORDS CENTER				
RG (a)	FY (b)	NUMBER (c)							LOCATION (j)	SHELF PLAN (k)	CONT. TYPE (l)	AUTO. DISP. (m)	
306	87	0050	1	1-1	Country Plans - Record copy of approved Country Plans, country data papers, program memoranda, assessment reports and institutional analysis for each nation where USIA operates. Country Plans provide executive direction to agency activities by establishing program objectives tailored to specific country in accordance with US Foreign Policy. The other documents provide information on media, political, social or economic conditions and/or analyze program effectiveness. (1974) (Lists attached.)	S	NCI-306-81-5	P.2005	2/08:22-2-2 SAN				
LOCATION:									VERIFIED	SIGNATURE	DATE		
									Schedule	<i>[Signature]</i>	4-15-87		
									Verifying	<i>[Signature]</i>	4-28		
									Shelving Verification	<i>[Signature]</i>	5/12		

Country Plans - 1974

NEA

Laos

Thailand

American Republic

Nicaragua  
Paraguay

Venezuela

**RECORDS TRANSMITTAL AND RECEIPT**

Complete and send original and two copies of this form to the appropriate Federal Records Center for approval prior to shipment of records. See specific instructions on reverse.

1. TO (Complete the address for the records center serving your area as shown in 36 CFR 1228.150.)  
**Federal Records Center**  
Washington National Records Center

5. FROM (Enter the name and complete mailing address of the office retiring the records. The signed receipt of this form will be sent to this address)

U.S. INFORMATION AGENCY  
301 4th Street SW  
Room 646 M/ASP  
Washington, D.C. 20547

2. AGENCY TRANSFER AUTHORIZATION  
TRANSFERRING AGENCY OFFICIAL (Signature and title)  
*Retta Graham-Hall*  
Records Management Officer  
DATE: 8/15/88

3. AGENCY CONTACT  
TRANSFERRING AGENCY LIAISON OFFICIAL (Name, office and telephone No.)  
Retta Graham-Hall  
Records Management Officer

4. RECORDS CENTER RECEIPT  
RECORDS RECEIVED BY (Signature and title)  
*Indeeh Barnes*  
Chief Accession & Disposal Branch  
DATE: 7/22/88

E/BFS

306-88-128

Fold Line

**RECORDS DATA**

ACCESSION NUMBER			VOLUME (cu. ft.)	AGENCY BOX NUMBERS	SERIES DESCRIPTION (With inclusive dates of records)	RESTRICTION	DISPOSAL AUTHORITY (Schedule and item number)	DISPOSAL DATE	COMPLETED BY RECORDS CENTER				
RG (a)	FY (b)	NUMBER (c)							LOCATION (j)	SHELF PLAN (k)	CONT. TYPE (l)	AUTO. DISP. (m)	
306	88	0128	1	1-1	Board of Foreign Scholarships <i>Transcripts - 1980</i>	C	NI-306-86-2 Item 2	2001 <del>P. 2008</del>	02/56:36.4.6				

LOCATION:

Verifying	<i>Swayman</i>	8/19/88
Indexing	<i>[Signature]</i>	8-31
Classification	<i>[Signature]</i>	7/2/88

AUG 19 1988

June 1, 2023 Production 000228

TRANSCRIPTS

All Permanent File Copies

Box 7

1980

January 23	Executive and Planning
February 28	Full Board
February 29	Full Board Briefing Session-New Members
April 25	Executive and Planning
September 4	Full Board
September 5	Full Board
November 6	Briefing Session-New Members
December 5	Executive and Planning

**RECORDS TRANSMITTAL AND RECEIPT**

Complete and send original and two copies of this form to the appropriate Federal Records Center for approval prior to shipment of records. See specific instructions on reverse.

1. TO (Complete the address for the records center serving your area as shown in 36 CFR 1228.150.)

**Federal Records Center**  
Washington National Records Center

2. AGENCY TRANSFER AUTHORIZATION  
TRANSFERRING AGENCY OFFICIAL (Signature and title)  
*Margaret A. Pope*  
Retta Graham-Hall  
Records Management Officer

3. AGENCY CONTACT  
TRANSFERRING AGENCY LIAISON OFFICIAL (Name, office and telephone No.)  
Retta Graham-Hall  
Records Management Officer

4. RECORDS CENTER RECEIPT  
RECORDS RECEIVED BY (Signature and title)  
*Indelita Barnes*  
Chief Accession & Disposal Branch

5. FROM (Enter the name and complete mailing address of the office retiring the records. The signed receipt of this form will be sent to this address)

U.S. INFORMATION AGENCY  
301 4th Street SW  
Room 646 M/ASP  
Washington, D.C. 20547

E/BFS

306-88-129

**RECORDS DATA**

ACCESSION NUMBER			VOLUME (cu. ft.)	AGENCY BOX NUMBERS	SERIES DESCRIPTION (With inclusive dates of records)	RESTRICTION	DISPOSAL AUTHORITY (Schedule and item number)	DISPOSAL DATE	COMPLETED BY RECORDS CENTER				
RG (a)	FY (b)	NUMBER (c)							LOCATION (j)	SHELF PLAN (k)	CONT. TYPE (l)	AUTO. DISP. (m)	
306	88	0129	1	1-1	Board of Foreign Scholarships  Transcripts - 1981	C	NI-306-86-2 Item 2	P. 2003 2006 2005	02/15/03-2.1				

LOCATION:

VERIFIED	SIGNATURE	DATE
Schedule	<i>D. Wagoner</i>	8/19/88
Verifying	<i>[Signature]</i>	8-31
Shelving Verification	<i>B. Preece</i>	9/21/88

AUG 19 1988

June 1, 2023 Production 000230

TRANSCRIPTS

All Permanent File Copies

Box 8

1981

January 6	Full Board
January 7	Full Board
March 19	Executive and Planning
April 30	Full Board
May 1	Full Board
July 7	Executive and Planning
September 17	Full Board
September 18	Full Board
December 2	Full Board
December 3	Full Board
December 16	Executive and Planning

**RECORDS TRANSMITTAL AND RECEIPT**

Complete and send original and two copies of this form to the appropriate Federal Records Center for approval prior to shipment of records. See specific instructions on reverse.

1. TO (Complete the address for the records center serving your area as shown in 38 CFR 1228.150.)

**Federal Records Center**  
Washington National Records Center  
Suitland, MD 20409

2. AGENCY TRANSFER AUTHORIZATION

TRANSFERRING AGENCY OFFICIAL (Signature and title)  
*Margaret G. Pape*  
Records Management Officer

DATE  
12/21/89

3. AGENCY CONTACT

TRANSFERRING AGENCY LIAISON OFFICIAL (Name, office and telephone No.)  
Margaret G. Pape, M/ASP, 485-1408

4. RECORDS CENTER RECEIPT

RECORDS RECEIVED BY (Signature and title)  
*Indee Q. Barnes*  
Chief Accession & Disposal Branch

DATE  
12/21/89

5. FROM (Enter the name and complete mailing address of the office retiring the records. The signed receipt of this form will be sent to this address)

U.S. Information Agency  
Records Management Staff (M/ASP)  
301 4th Street, S.W., Rm. 624  
Washington, D.C. 20547

E/CLS

306-89-46

Fold Line

**6. RECORDS DATA**

ACCESSION NUMBER			VOLUME (cu. ft.)	AGENCY BOX NUMBERS	SERIES DESCRIPTION (With inclusive dates of records)	RESTRICTION	DISPOSAL AUTHORITY (Schedule and item number)	DISPOSAL DATE	COMPLETED BY RECORDS CENTER			
RG	FY	NUMBER							LOCATION	SHELF PLAN	CONT. TYPE	AUTO. DISP.
(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)	(j)	(k)	(l)	(m)
306	89	0046	1	-1	Executive Committee Files  Executive Committee meetings, agendas, and misc. files.  (1977)	S	N1-306-88-2 Item 10	P. 2004 2003	01/84:35-2.3			
									LOCATION:			
							VERIFIED	SIGNATURE	DATE			
							Schedule	<i>[Signature]</i>	1/3/89			
							Verifying	<i>[Signature]</i>	1-19			
							Shelving Verification	<i>[Signature]</i>	1/30/89			



N1-306-88-2 Item 10

306-89-0046

Box 1

260-270 (1976-5/77)

**RECORDS TRANSMITTAL AND RECEIPT**

Complete and send original and two copies of this form to the appropriate Federal Records Center for approval prior to shipment of records. See specific instructions on reverse.

1. TO (Complete the address for the records center serving your area as shown in 36 CFR 1228.150.)  
**Federal Records Center**  
 Washington National Records Center  
 Suitland, MD 20409

5. FROM (Enter the name and complete mailing address of the office retiring the records. The signed receipt of this form will be sent to this address)

U.S. Information Agency  
 Records Management Staff (M/ASP)  
 301 4th Street, S.W., Rm. 624  
 Washington, D.C. 20547

2. AGENCY TRANSFER AUTHORIZATION  
 TRANSFERRING AGENCY OFFICIAL (Signature and title)  
*Margaret G. Pape*  
 Records Management Officer  
 DATE: 12/21/88

3. AGENCY CONTACT  
 TRANSFERRING AGENCY LIAISON OFFICIAL (Name, office and telephone No.)  
 Margaret G. Pape, M/ASP, 485-1408

4. RECORDS CENTER RECEIPT  
 RECORDS RECEIVED BY (Signature and title)  
*Judith Barnes*  
 Chief Accession & Disposal Branch  
 DATE: 1/5/89

E/CLS

306-89-64

Fold Line

**RECORDS DATA**

ACCESSION NUMBER			VOLUME (cu. ft.)	AGENCY BOX NUMBERS	SERIES DESCRIPTION (With inclusive dates of records)	RESTRICTION	DISPOSAL AUTHORITY (Schedule and item number)	DISPOSAL DATE	COMPLETED BY RECORDS CENTER			
RG (a)	FY (b)	NUMBER (c)							LOCATION (l)	SHELF PLAN (k)	CONT. TYPE (j)	AUTO. DISP. (m)
306	89	0064	1	1-1	Executive Committee Files  Executive Committee meetings, agendas, and misc. files.  Chronos and working papers for Exec. Committee files (1970-1977)	S	N1-306-88-2 Item 10	P.2003	01/81:52-3.3	S		
LOCATION:												
VERIFIED			SIGNATURE			DATE						
Schedule			<i>J. Williams</i>			1/3/89						
Verifying			<i>[Signature]</i>			1-19						
Shelving Verification			<i>[Signature]</i>			2/23/89						

DEC 30 1988

June 1, 2023 Production 000234

**RECORDS TRANSMITTAL AND RECEIPT**

Complete and send original and two copies of this form to the appropriate Federal Records Center for approval prior to shipment of records. See specific instructions on reverse.

PAGE **1** OF **1** PAGES

**1. TO** (Complete the address for the appropriate records center serving your area)

**Federal Archives and Records Center  
General Services Administration**

Washington National Records Center  
Suitland, MD 20409

*As shown in FPMR 101-11.410-1*

**2. AGENCY TRANSFER AUTHORIZATION**  
TRANSFERRING AGENCY OFFICIAL (Signature and title) **DATE**  
*Margaret G. Pape*  
Records Management Officer **12/9/88**

**3. AGENCY CONTACT**  
TRANSFERRING AGENCY LIAISON OFFICIAL (Name, office and telephone No.)  
*Margaret G. Pape*  
Margaret G. Pape, M/ASP, 485-1408

**4. RECORDS CENTER RECEIPT**  
RECORDS RECEIVED BY (Signature and title) **DATE**  
*Joseph Barnes*  
Chief Accession & Disposal Branch **1/6/89**

**5. FROM** (Enter the name and complete mailing address of the office retiring the records. The signed receipt of this form will be sent to this address)

U.S. Information Agency  
Records Management Staff (M/ASP)  
301 4th Street, S.W., Rm. 624  
Washington, D.C. 20547

D/SS

306-89-71

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**RECORDS DATA**

ACCESSION NUMBER			VOLUME (cu. ft.)	AGENCY BOX NUMBERS	SERIES DESCRIPTION (With inclusive dates of records)	RESTRICTION	DISPOSAL AUTHORITY (Schedule and item number)	DISPOSAL DATE	COMPLETED BY RECORDS CENTER			
RG (a)	FY (b)	NUMBER (c)							LOCATION (j)	SHELF PLAN (k)	CONT. TYPE (l)	AUTO. DISP. (m)
306	89	0071	3	1-3	Office of the Director Secretariat Staff  Correspondence, memoranda, reports, briefings, and related materials maintained by the Secretariat Staff for the Office of the Director.  CY 1975-1977	S	NC1-306-81-8 <i>Item 1</i>	P.200	<i>01/31/0A.3.2 SA-N</i>			
LOCATION:												
VERIFIED			SIGNATURE			DATE						
Schedule			<i>J. Smith</i>			<i>12-19-88</i>						
Verifying			<i>G. Wayman</i>			<i>12/29/88</i>						
Shelving Verification			<i>J. Smith</i>			<i>1-3-89</i>						

135-106 DEC 13 1988

Standard Form 135 (Rev. 6-76)  
Prescribed by GSA  
FPMR (41 CFR) 101-11.4

June 1, 2023 Production 000235

05220-7705229  
705230-7705239  
7705240-7705249  
7705250-7705259  
7705260-7705269  
7705270-7705279  
1977 - SRI/USIA Management Study  
1977 - IPT Personnel & Training  
1977 - Domestic Terrorist Group  
1977 - Reorganization Misc.  
1977 - State/USIA Reorg.  
1977 - Financial Report on Helsinki  
1977 - Report - InterAgency Comm. on Overseas Allowances & Benefits  
1977 - IOR Research Rept. - Assessing Agency Programs and Media Standards  
1977 - IMV Briefing for Bray  
1977 - ZBB Misc.  
1977 - PAO Ltr. Human Rights Action Proposals  
7702711  
VOA Policy 1977  
1977 - IOP Media Materials  
1977 SALT - Foreign Opinion  
1977 - EEO Program  
1977 - Management Info. Systems

306-89-0071

Box 2

1975/76 - Stanton Report  
Articles Re Stanton Report  
Agency Responses Re Stanton Report  
Analysis of Stanton Panel Report  
Statements Re Stanton Report  
Stanton Panel Report (2 folders)  
1976 - Bicentennial Report  
1976 - USIA Transition Briefing  
1976 - VOA Transmission Task Force  
1976 - Foreign Service Classification Report

306-89-0071

Box 3

1975 - Murphy Report  
1975 - Task Force Indo-China Refugees  
EXPO '75 - Japan  
1975 - 1975 - Accomplishments and Assessments USIA  
1975 - Vietnam Task Force  
1975 - Psychological Problems w/Japan  
1975 - VOA Management Study

**RECORDS TRANSMITTAL AND RECEIPT**

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Federal Records Center  
Washington National Records Center  
Washington, D.C. 20409

5. FROM (Enter the name of complete mailing address of the office retiring the records. This signed receipt of this form will be sent to this address)

U. S. Information Agency  
Records Management Staff, M/ADD  
Room 624  
301 4th Street, S.W.  
Washington, D.C. 20547-2801  
Attn: Shelia A. Prince

2. AGENCY TRANSFER AUTHORIZATION  
TRANSFERRING AGENCY OFFICIAL (Signature and title)  
*[Signature]*  
Records Management Officer  
DATE  
6/9/97

3. AGENCY CONTACT  
TRANSFERRING AGENCY LIAISON OFFICIAL (Name, office and telephone No.)  
*Shelia Prince 5/30/97*  
Shelia Prince, M/ADD, 202-619-5479; Email: sprince@usia.gov

4. RECORDS CENTER RECEIPT  
RECORDS RECEIVED BY (Signature and title)  
**Chief Accession & Disposal Branch**  
DATE

R - Office of Research

Fold line

**RECORDS DATA**

ACCESSION NUMBER			VOLUME	AGENCY BOX NUMBERS	SERIES DESCRIPTION	RESTRICTION	DISPOSAL AUTHORITY	DISPOSAL DATE	COMPLETED BY RECORDS CENTER				
RG	FY	NUMBER	(cu. ft.)		(With inclusive dates of records)		(Schedule and item number)		LOCATION	SHELF PLAN	CONT. TYPE	AUTO DISP	
(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)	(j)	(k)	(l)	(m)	
306	97	0107	2	1-2	OFFICE OF RESEARCH & MEDIA REACTION Program Files for the Director, Calendar Year 1978	S	N1-306-87-8, Item 1	<del>P/2004</del> 2005	2. 46.26 1.3 1.4				

TASK	SIGNATURE	DATE
Schedule	<i>[Signature]</i>	6/24/97
Assigned Space	<i>[Signature]</i>	6/30/97
Check Contents	<i>[Signature]</i>	8/5/97
Shelving Verification	<i>[Signature]</i>	8/18/97

No preservation problems  
JUN 16 1997

June 1, 2023 Production 000239

# U.S. INFORMATION AGENCY

R - OFFICE OF RESEARCH  
1978 DIRECTOR PROGRAM FILES  
ACCESSION NO. 306-97-0107

## BOX 1/2

PGM - ASSOCIATE DIRECTOR FOR PROGRAMS  
INF 12-1 - ARMS CONTROL & DISARMAMENT INITIATIVES  
INF 11-1 - PROPOSED RESEARCH PROJECTS  
INF 11-1 - EUROPEAN DIVISION RESEARCH PROJECTS  
KENYAN FOREIGN POLICY ATTITUDE STUDY  
INF 12 - PROJECT DIALOGUE  
INF 12-3 - PERCEPTIONS STUDY  
INF 11 - RESEARCH {GENERAL}  
PGM/RC - MEDIA REACTION  
INF 1-2 - COUNTRY PLANS  
INF 1-10 - THEMES {PROGRAM CONTEXT PAPERS}  
INF 1-11 - INTERAGENCY COORDINATION {GENERAL}  
INF 1-11 - NATIONAL SECURITY COUNCIL  
INF 1-11 - DEPARTMENT OF STATE  
INF 1-11 - DEPARTMENT OF JUSTICE  
INF 3 - ORGANIZATIONS & CONFERENCES  
INF 1 - AREA OFFICES

## BOX 2/2

INF 1 - ASSOCIATE DIRECTORATE FOR EDUCATIONAL & CULTURAL AFFAIRS  
INF 1 - CPL - CONGRESSIONAL & PUBLIC LIAISON  
INF 1 - MGT - ASSOCIATE DIRECTOR FOR MANAGEMENT  
PGM/RA - ATTITUDE & AUDIENCE DIVISION  
INFO - PGM/RE - RESEARCH FOLLOW-UP  
INF 1 - AGENCY LIBRARY  
INF 1 - GENERAL POLICY, PLANS & COORDINATION  
INF 1 - DIRECTOR'S OFFICE



**RECORDS TRANSMITTAL AND RECEIPT**

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1. TO (Complete the address for the appropriate records center serving your area as shown in 36 CFR 1228.150.)  
**Federal Records Center**  
**Washington National Records Center**  
**Washington, D.C. 20409**

5. FROM (Enter the name of complete mailing address of the office retiring the records. This signed receipt of this form will be sent to this address)

U. S. Information Agency  
 Records Management Staff, M/ADD  
 Room 624  
 301 4th Street, S.W.  
 Washington, D.C. 20547-2801  
 Attn: Shelia A. Prince

2. AGENCY TRANSFER AUTHORIZATION  
 TRANSFERRING AGENCY OFFICIAL (Signature and title)  
 Cathy Chikes *[Signature]*  
 Records Management Officer  
 DATE: 6/23/97

3. AGENCY CONTACT  
 TRANSFERRING AGENCY LIAISON OFFICIAL (Name, office and telephone No.)  
 Shelia A. Prince *[Signature]* 6/20/97  
 Shelia A. Prince, M/ADD, 202-619-5479; Email: sprince@usia.gov

4. RECORDS CENTER RECEIPT  
 RECORDS RECEIVED BY (Signature and title)  
 Chief Accession & Disposal Branch

R - Office of Research

Fold line

**RECORDS DATA**

ACCESSION NUMBER			VOLUME	AGENCY BOX NUMBERS	SERIES DESCRIPTION	RESTRICTION	DISPOSAL AUTHORITY	DISPOSAL DATE	COMPLETED BY RECORDS CENTER				
RG	FY	NUMBER	(cu. ft.)		(With inclusive dates of records)		(Schedule and item number)		LOCATION	SHELF PLAN	CONT.	TYPE	AUTO DISP.
(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)	(j)	(k)	(l)	(m)	
306	97	0123	2	1-2	Office of Research Program Files of the Director for CY 1975	S	N1-306-87-8, Item 1 A	P/2005	02/23-03-43 44				

TASK	SIGNATURE	DATE
Schedule	<i>[Signature]</i>	7-1-97
Assigned Space	Mike Whitted	7-11-97
Check Contents	<i>[Signature]</i>	8-1-97
Shelving Verification	De Gene	8-18-97

No preservation problems

JUN 25 1997

June 1, 2023 Production 000241

U.S. INFORMATION AGENCY

R - Office of Research

CY75 Director's Program Files

Accession No. 306-97-0123

**BOX 1/2**

INF 1 - DIRECTOR'S OFFICE CORRESPONDENCE  
INF 1 - ATTITUDE AND AUDIENCE RESEARCH DIVISION  
INF 1 - MEDIA RESEARCH DIVISION  
INF 1-14 - EXECUTIVE COMMITTEE  
INF 1-14 - EXECUTIVE COMMITTEE AGENDA AND MINUTES - {JAN. - FEB.}  
INF 1-14 - EXECUTIVE COMMITTEE AGENDA AND MINUTES - {MARCH - APRIL}  
INF 1-11 - REGIONAL RESEARCH OFFICER - {EUROPE}  
INF 1-11 - INTERAGENCY COORDINATION GENEALR - STATE, DOD  
INF 1-11 - INTERAGENCY COORDINATION - {USC/FAR}  
INF 1 - RESEARCH REVIEW STAFF  
INF 1 - FOREIGN INFORMATION RESEARCH DIVISION  
INF 1 - AGENCY LIBRARY

**BOX 2/2**

INF 11-2 - RESEARCH REPORTS  
INF 1-14 - EXECUTIVE COMMITTEE AGENDA & MINUTES - {MAY - JUNE}  
INF 1-14 - EXECUTIVE COMMITTEE AGENDA & MINUTES - {JULY - AUGUST}  
INF 1-14 - EXECUTIVE COMMITTEE AGENDA & MINUTES - {SEPT. - OCT.}  
INF 1-14 - EXECUTIVE COMMITTEE AGENDA & MINUTES - {NOV. - DEC.}  
INF 2-6 - WEEKLY REPORT TO THE DIRECTOR  
INF 1 - GENERAL INFORMATION

**RECORDS TRANSMITTAL AND RECEIPT**

Complete and send original and two copies of this form to the appropriate Federal Records Center for approval prior to shipment of records. See specific instructions on reverse.

1. TO (Complete the address for the appropriate records center serving your area as shown in 36 CFR 1228.150.)

Federal Records Center  
Washington National Records Center  
Washington, D.C. 20409

5. FROM (Enter the name of complete mailing address of the office retiring the records. This signed receipt of this form will be sent to this address)

U. S. Information Agency  
Records Management Staff, M/ADD  
Room 624  
301 4th Street, S.W.  
Washington, D.C. 20547-2801  
Attn: Shelia A. Prince

2. AGENCY TRANSFER AUTHORIZATION	TRANSFERRING AGENCY OFFICIAL (Signature and title) Cathy Chikes <i>[Signature]</i> Records Management Officer	DATE 6/23/97
3. AGENCY CONTACT	TRANSFERRING AGENCY LIAISON OFFICIAL (Name, office and telephone No.) Shelia A. Prince <i>[Signature]</i> 6/20/97 Shelia A. Prince, M/ADD, 202-619-5479; Email: sprince@usia.gov	
4. RECORDS CENTER RECEIPT	RECORDS RECEIVED BY (Signature and title)	DATE

R - Office of Research

Chief Accession & Disposal Branch

Fold line

**RECORDS DATA**

ACCESSION NUMBER			VOLUME (cu. ft.)	AGENCY BOX NUMBERS	SERIES DESCRIPTION (With inclusive dates of records)	RESTRICTION	DISPOSAL AUTHORITY (Schedule and item number)	DISPOSAL DATE	COMPLETED BY RECORDS CENTER				
RG	FY	NUMBER							LOCATION	SHELF PLAN	CONT. TYPE	AUTC	DISP
(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)	(j)	(k)	(l)	(m)	
306	97	0124	1	1-1	Office of Research Program Files of the Director for CY 1977	S	N1-306-87-8, Item 1 A	P/2005	02/23-03-45				

TASK	SIGNATURE	DATE
Schedule	<i>[Signature]</i>	7-1-97
Assigned Space	Mike Whitted	7-11-97
Check Contents	<i>[Signature]</i>	8/8/97
Shelving Verification	<i>[Signature]</i>	8-18-97

135-106

Standard Form 135 (Rev. 7-85)  
Prescribed by NARA  
36 CFR 1228.152

No preservation problems *[Signature]*

JUN 25 1997  
June 1, 2023 Production 000243

**U.S. INFORMATION AGENCY**

**R - Office of Research  
CY77 Director's Program Files  
Accession No. 306-97-0124**

**BOX 1/1**

INF - EMERGENCY OPERATING PLAN  
INF 1 - PUBLIC INFORMATION OFFICE  
INF 1 - TECHNICAL SUPPORT UNIT - {DATA MANAGEMENT GROUP}  
INF 1 - RESEARCH REVIEW STAFF  
INF 1 - MEDIA RESEARCH DIVISION  
INF 1-1 - OFFICE OF POLICY AND PLANS  
INF 1 - AGENCY LIBRARY  
INF 1 - RESEARCH REVIEW STAFF  
INF 1 - MEDIA RESEARCH DIVISION  
INF 1 - GENERAL INFORMATION  
INF 1 - DIRECTOR'S OFFICE  
INF 1-11 - INTERAGENCY COORDINATION GENERAL - STATE, DOD  
INF 1-14 - EXECUTIVE COMMITTEE AGENDA & MINUTES - {SEPT. - DEC.}  
INF 2-3 - WEEKLY REPORT TO THE DIRECTOR  
INF 11 - RESEARCH GENERAL  
INF 11-2 - REPORTS  
INF RADIO FREE EUROPE - CONTINGENCY PLANNING  
TRANSITION PAPAERS  
STATEMENT OF MISSION

**RECORDS TRANSMITTAL AND RECEIPT**

Complete and send original and two copies of this form to the appropriate Federal Records Center for approval prior to shipment of records. See specific instructions on reverse.

PAGE **1** OF **PAGES**

1. TO (Complete the address for the appropriate records center serving your area as shown in 36 CFR 1228.150.)

Federal Records Center  
Washington National Records Center  
Washington, D.C. 20409

5. FROM (Enter the name of complete mailing address of the office retiring the records. This signed receipt of this form will be sent to this address)

U. S. Information Agency  
Records Management Staff, M/ADD  
Room 624  
301 4th Street, S.W.  
Washington, D.C. 20547-2801  
Attn: Shelia A. Prince

P - Bureau of Programs

2. AGENCY TRANSFER AUTHORIZATION	TRANSFERRING AGENCY OFFICIAL (Signature and title) <i>[Signature]</i> Records Management Officer	DATE 8/25/97
3. AGENCY CONTACT	TRANSFERRING AGENCY LIAISON OFFICIAL (Name, office and telephone No.) <i>[Signature]</i> 8-25-97 Shelia Prince, M/ADD, 202-619-5479; Email: sprince@usia.gov	
4. RECORDS CENTER RECEIPT	RECORDS RECEIVED BY (Signature and title) Chief Accession & Disposal Branch	DATE

Fold line

**RECORDS DATA**

ACCESSION NUMBER			VOLUME (cu. ft.)	AGENCY BOX NUMBERS	SERIES DESCRIPTION (With inclusive dates of records)	RESTRICTION	DISPOSAL AUTHORITY (Schedule and item number)	DISPOSAL DATE	COMPLETED BY RECORDS CENTER																		
RG	FY	NUMBER							LOCATION	SHELF PLAN	CONT.	TYPE	AUTO DISP														
(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)	(j)	(k)	(l)	(m)															
306	97	0200	1	1-1	BUREAU OF PROGRAMS & POLICY Director Subject Files, Calendar Year 1973-1979	C	N1-306-88-3, Item 1	P/2005	01/41-38-3-1																		
					Nontextual Codes: PBP PCP																						
<table border="1"> <thead> <tr> <th>TASK</th> <th>SIGNATURE</th> <th>DATE</th> </tr> </thead> <tbody> <tr> <td>Schedule</td> <td><i>[Signature]</i></td> <td>8/28/97</td> </tr> <tr> <td>Assigned Space</td> <td><i>[Signature]</i></td> <td>8/29/97</td> </tr> <tr> <td>Check Contents</td> <td><i>[Signature]</i></td> <td>11/6/97</td> </tr> <tr> <td>Shelving Verification</td> <td><i>[Signature]</i></td> <td>11/21/97</td> </tr> </tbody> </table>													TASK	SIGNATURE	DATE	Schedule	<i>[Signature]</i>	8/28/97	Assigned Space	<i>[Signature]</i>	8/29/97	Check Contents	<i>[Signature]</i>	11/6/97	Shelving Verification	<i>[Signature]</i>	11/21/97
TASK	SIGNATURE	DATE																									
Schedule	<i>[Signature]</i>	8/28/97																									
Assigned Space	<i>[Signature]</i>	8/29/97																									
Check Contents	<i>[Signature]</i>	11/6/97																									
Shelving Verification	<i>[Signature]</i>	11/21/97																									

No box tops

No preservation prohibitions *[Signature]*

AUG 27 1997

June 1, 2023 Production 000245

**U.S. Information Agency**  
**Bureau of Programs**  
**CY 1973-1979 Director Subject Files**  
**Accession: 306-97-0200**

**BOX 1/1**

Attribution

Basic Documents 1973

Basic Documents 1974-1975

Basic Documents 1976

Pictures

Basic Documents 1977 (A)

Basic Documents 1977 (B)

Basic Documents 1978 (A)

Basic Documents 1978 (B)

Basic Documents 1979

Reinhardt's Letters 1978-79

**RECORDS TRANSMITTAL AND RECEIPT**

Complete and send original and two copies of this form to the appropriate Federal Records Center for approval prior to shipment of records. See specific instructions on reverse.

1. TO (Complete the address for the appropriate records center serving your area as shown in 36 CFR 1228.150.)

Federal Records Center  
Washington National Records Center  
Washington, D.C. 20409

5. FROM (Enter the name of complete mailing address of the office retiring the records. This signed receipt of this form will be sent to this address)

U. S. Information Agency  
Records Management Staff, M/ADD  
Room 624  
301 4th Street, S.W.  
Washington, D.C. 20547-2801  
Attn: Shelia A. Prince

P - Bureau of Programs

2. AGENCY TRANSFER AUTHORIZATION	TRANSFERRING AGENCY OFFICIAL (Signature and title) <i>[Signature]</i> Records Management Officer	DATE 8/25/97
3. AGENCY CONTACT	TRANSFERRING AGENCY LIAISON OFFICIAL (Name, office and telephone No.) <i>Shelia Prince 8-25-97</i> Shelia Prince, M/ADD, 202-619-5479; Email: sprince@usia.gov	
4. RECORDS CENTER RECEIPT	RECORDS RECEIVED BY (Signature and title) Chief Accession & Disposal Branch	DATE

Fold line

**RECORDS DATA**

ACCESSION NUMBER			VOLUME (cu. ft.)	AGENCY BOX NUMBERS	SERIES DESCRIPTION (With inclusive dates of records)	RESTRICTION	DISPOSAL AUTHORITY (Schedule and item number)	DISPOSAL DATE	COMPLETED BY RECORDS CENTER				
RG	FY	NUMBER							LOCATION	SHELF PLAN	CONT. TYPE	AUT. DISP.	
(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)	(j)	(k)	(l)	(m)	
306	97	0201	1	1-1	BUREAU OF PROGRAMS & POLICY Director Subject Files, Calendar Year 1969-1979	TS	N1-306-88-3, Item 1	P/2005	02/ 82-32-3-5				

TASK	SIGNATURE	DATE
Schedule	<i>[Signature]</i>	8/22/97
Assigned Space	<i>[Signature]</i>	8/29/97
Check Contents	<i>J. Smith</i>	11-6-97
Shelving Verification	<i>[Signature]</i>	11/2/97

Box 1

Gage

No preservation problems **AUG 27 1997**

**U.S. Information Agency**  
**Bureau of Programs**  
**CY 1969-1979 Director Subject Files**  
**Accession: 306-97-0201**

**BOX 1/1**

1977 - New Approaches to Planning  
LAB Labor and Manpower Basic Documents  
ICA - Guidelines for Agency Policy  
International Communication Policy (ICP) 1979  
Top Secret Log 1974-1979 (Destruction)  
Public Diplomacy 1977  
Statement of Mission & Concepts "CU" 1977  
Basic Documents 1970  
Basic Documents 1971  
Basic Documents 1972  
Basic Documents 1973 (A)  
Mary Lou's Basic Documents 1979  
MDS - NDS File (Reports and Recommendations)  
Presidential Review Memorandum (PRM) 1977-1978  
Basic Documents -- NSSMs ( National Security Study Memoranda) 1969-1974  
Basic Documents -- NSDMs (National Security Decision Memoranda) 1979-1977  
Presidential Directive (PD) 1977  
Basic Documents -- NSAM 330 (National Security Action Memoranda) 1969-1970



**RECORDS TRANSMITTAL AND RECEIPT**

Complete and send original and two copies of this form to the appropriate Federal Records Center for approval prior to shipment of records. See specific instructions on reverse.

PAGE **1** OF **1** PAGES

1. TO (Complete the address for the appropriate records center serving your area as shown in 36 CFR 1228.150.)  
**Federal Records Center**  
 Washington National Records Center  
 Washington, D.C. 20409

5. FROM (Enter the name of complete mailing address of the office retiring the records. This signed receipt of this form will be sent to this address)

U. S. Information Agency  
 Records Management Staff, **MADD M/AOL**  
 Room 624, **Attn: C. Brown**  
 301 4th Street, S.W.  
 Washington, D.C. 20547-2801

2. AGENCY TRANSFER AUTHORIZATION  
 TRANSFERRING AGENCY OFFICIAL (Signature and title)  
*Lawrence Shipp*  
 Records Management Officer  
 DATE: **12/17/98**

3. AGENCY CONTACT  
 TRANSFERRING AGENCY LIAISON OFFICIAL (Name, office and telephone No.)  
*Cathy Brown* cabrown@usia.gov  
 Cathy A. Brown, M/AOL (202) 619-5501

4. RECORDS CENTER RECEIPT  
 RECORDS RECEIVED BY (Signature and title)  
**Chief Accession & Disposal Branch**  
 DATE:

GC - Office of the General Counsel

Fold line

**RECORDS DATA**

ACCESSION NUMBER			VOLUME (cu. ft.)	AGENCY BOX NUMBERS	SERIES DESCRIPTION (With inclusive dates of records)	RESTRICTION	DISPOSAL AUTHORITY (Schedule and item number)	DISPOSAL DATE	COMPLETED BY RECORDS CENTER				
RG	FY	NUMBER							LOCATION	SHELF (k)	PLAN (l)	CONT. TYPE (m)	AUTO DISP
(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)	(j)	(k)	(l)	(m)	
306	99	0025	1	1 - 1	Office of the General Counsel General Legal Files - 1972-1982	S	N1-306-95-7, item 1a	1/2005 P/2002 <i>Perm</i>	73-40-25				

TASK	SIGNATURE	DATE
Schedule	<i>LSM</i>	12-22-98
Assigned Space	<i>ac</i>	1/13/99
Check Contents		4-26-98
Shelving Verification	<i>Shipp</i>	5-10-98

DEC 22 1998  
 June 1, 2023 Production 000249

United States Information Agency  
Office of the General Counsel  
1972-1982 General Legal Files  
Accession Number: 306-99-0025

**BOX 1/1**

1972 RIAS General File (Folder 1 of 2)  
1972 RIAS General File (Folder 2 of 2)  
1974 Okinawa Resersion Relocation (Folder 1 of 3)  
1974 Okinawa Resersion Relocation (Folder 2 of 3)  
1974 Okinawa Resersion Relocation (Folder 3 of 3)  
1974 VOA Okinawa Asia VOA  
1974 B.B.C. Sharing Facilities with BBC  
1974 VOA VUNC Transmitter VOA to North Korea  
1974 Reimbursement for DOD Operation of VUNC  
1974 VOA Korea  
1975 Ownership of VOA Facilities and Equipment  
1975 Liberia Relay Station  
1977 Delano, CA Agreement  
1978 VOA Bethany Relay Station  
1979 VOA/BBC Singapore  
1979 VOA/BBC Cutback of Language Services  
1980 VOA Agreement with Botswana (Folder 1 of 5)  
1980 VOA Agreement with Botswana (Folder 2 of 5)  
1980 VOA Agreement with Botswana (Folder 3 of 5)  
1980 VOA Agreement with Botswana (Folder 4 of 5)  
1980 VOA Agreement with Botswana (Folder 5 of 5)  
1982 Philippines

**REQUEST FOR RECORDS DISPOSITION AUTHORITY**  
 (See Instructions on reverse)

TO: NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIRA)  
 WASHINGTON, DC 20408

1. FROM (Agency or establishment)  
 Department of State

2. MAJOR SUBDIVISION  
 UNITED STATES INFORMATION AGENCY

3. MINOR SUBDIVISION

4. NAME OF PERSON WITH WHOM TO CONFER  
 Alice S. Ritchie

5. TELEPHONE  
 (202) 261-8511

**DO NOT LEAVE BLANK (NARA use only)**

NUMBER  
 NI-306-98-3

DATE RECEIVED  
 6/10/05

**NOTIFICATION TO AGENCY**

In accordance with the provisions of 44 U.S.C. 3303a the disposition request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.

DATE  
 8-22-05

ARCHIVIST OF THE UNITED STATES  
*Luis Pellerano*

**6. AGENCY CERTIFICATION**  
 I hereby certify that I am authorized to act for this agency in matters pertaining to the disposition of its records and that the records proposed for disposal on the attached 21 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, under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies,

is not required;  is attached; or  has been requested.

DATE 5/27/2005	SIGNATURE OF AGENCY REPRESENTATIVE <i>Margaret G. Peppe</i> Margaret G. Peppe	TITLE Department Records Officer
-------------------	---	-------------------------------------

7. ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
	Please see attached pages.		

June 1, 2023 Production 000251

**16. Subject Files, 1943-1956. 4 ½ feet.**

Arranged by subject. These records contain policy and issue papers concerning English teaching abroad. The records also include correspondence and memoranda, seminar materials, foreign language texts, training materials, seminar reports on intensive courses for teaching English in Latin America and the Far East, 1946-1950, quarterly reports of field post activities from Brazil, Colombia, Haiti, and Thailand, 1950-1963, and a folder on the Joint Committee on English Teaching, 1943.

WNRC Acc. No. 306-63A190. Box. 337. Lot 56D159. ← Not on Acc. list  
WNRC Acc. No. 306-61A502. Boxes 3-5. Lot 56D189.  
Not on list but a 135 → WNRC Acc. No. 306-63A190. Box 335 (1 folder). Lot 55D515. (Not on Accession List)  
WNRC Acc. No. 306-63A190. Box 327 (pt). Lot 55D461.

PERMANENT. Transfer to the National Archives immediately.

**17. Miscellaneous Subject Files, 1956-1963. 8 feet.**

Arranged by subject and chronologically. The subject files contain materials on the binational centers, conferences on English teaching, seminar reports, and field trip reports. Included are despatches, correspondence, memoranda, as well as sets of domestic field circulars, and chronological files.

WNRC Acc. No. 306-68A1415. Boxes 165-168, 170, 172.  
Lot 66D475.  
WNRC Acc. No. 306-65A175. Boxes 89-90. Lot 64D262.

PERMANENT. Transfer to the National Archives immediately.

**18. Country Files, 1956-1968. 10 feet.**

Arranged by region, there under by country. These records include memorandums, airgrams, reports, operations memorandums, dispatches, and other material related to the program activities of the English Teaching Program. However, several boxes also contain routine administrative records such as book orders, shipping notices, receipts, etc.

WNRC Acc. No. 306-68A1415. Boxes 163, 164, 169, 171.  
Lot 66D475.  
WNRC Acc. No. 306-65A175. Boxes 87, 88, 91, 92. Lot 64D262.  
WNRC Acc. No. 306-70A4044. Boxes 39-40. Lot 69D103.

PERMANENT. Transfer to the National Archives immediately.

**19. Country Files, 1956-1968. 2 feet.**

Arranged by region, there under by country. These boxes contain routine administrative records such as book orders, shipping

REQUEST FOR RECORDS POSITION AUTHORITY  
(See Instructions on reverse)

*Handwritten: 10-7-81*

TO: GENERAL SERVICES ADMINISTRATION,  
NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408

LEAVE BLANK

JOB NO  
NC1-306-81-8

DATE RECEIVED  
March 9, 1981

NOTIFICATION TO AGENCY

**SIGNATURE OF THE ARCHIVIST IS NOT REQUIRED FOR APPROVAL OF PERMANENT RETENTION OF RECORDS**

Date: \_\_\_\_\_  
Archivist of the United States

1. FROM (AGENCY OR ESTABLISHMENT)  
U.S. International Communication Agency (USICA)

2. MAJOR SUBDIVISION  
U.S. Information Agency (USIA)

3. MINOR SUBDIVISION  
Office of the Secretariat (I/S)

4. NAME OF PERSON WITH WHOM TO CONFER  
Sam Staton

5. TEL. EXT.  
724-9783

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

- A Request for immediate disposal.
- B Request for disposal after a specified period of time or request for permanent retention.

C. DATE 3/9/81	D. SIGNATURE OF AGENCY REPRESENTATIVE <i>Harmon L. Davis</i>	E. TITLE Chief Message Center and Records Branch
-------------------	---	--

7. ITEM NO	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO	10. ACTION TAKEN
✓ 1.	SUBJECT FILES, OFFICE OF THE DIRECTOR, USIA, 1953-1978.  Correspondence, memoranda, reports, briefings, and related materials maintained for the Directors, USIA. (Approx. 150 cu. ft. Arranged by subject). Cutoff annually.  <b>PERMANENT.</b> Transfer in annual blocks to FRC when no longer needed for USICA administration. Offer to NARS when 25 years old in 5 year blocks.		
2.	CHRONOLOGICAL FILES, OFFICE OF THE DIRECTOR, USIA, 1953-78.  Copies of correspondence maintained for the Directors, USIA.  a. Microfilmed Files, 1953-70 (112 reels).  <b>PERMANENT.</b> Silver negative and one positive copy. Offer to NARS when 25 yrs. old in 5 yr. blocks.  b. Hardcopy Files, 1961-78 (Approx. 27 cu. ft.).  <b>PERMANENT.</b> Transfer in annual blocks to FRC when no longer needed for USICA administration. Offer to NARS when 25 yrs. old in 5 yr. blocks.		3 items

115-107

*Closed Out: 10-7-81: K.T.D.  
Copy to NCW, NWS & NNF & Agency*

STANDARD FORM 115  
Revised April, 1975  
Prescribed by General Services Administration  
FPMR (41 CFR) 101-11.4

*No MOC Necessary. 11/7/81*

**REQUEST FOR RECORDS DISPOSITION AUTHORITY**

(See Instructions on reverse)

SAVE BLANK (NARA use only)

NUMBER

NI-306-98-3

TO: NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR)  
WASHINGTON, DC 20408

DATE RECEIVED

4/10/05

1. FROM (Agency or establishment)  
Department of State

NOTIFICATION TO AGENCY

2. MAJOR SUBDIVISION  
UNITED STATES INFORMATION AGENCY

In accordance with the provisions of 44 U.S.C. 3303a the disposition request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.

3. MINOR SUBDIVISION

4. NAME OF PERSON WITH WHOM TO CONFER

5. TELEPHONE

(202) 261-8511

DATE

ARCHIVIST OF THE UNITED STATES

8-22-05

*Luis Pella*

Alice S. Ritchie

**6. AGENCY CERTIFICATION**

I hereby certify that I am authorized to act for this agency in matters pertaining to the disposition of its records and that the records proposed for disposal on the attached 21 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, under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies,

is not required;

is attached; or

has been requested.

DATE

SIGNATURE OF AGENCY REPRESENTATIVE

TITLE

5/27/2005

*Margaret G. Peppe*  
Margaret G. Peppe

Department Records Officer

7. ITEM NO.

8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION

9. GRS OR SUPERSEDED JOB CITATION

10. ACTION TAKEN (NARA USE ONLY)

Please see attached pages.

UNITED STATES INFORMATION AGENCY  
OFFICE OF INFORMATION CENTER SERVICE (ICS)

✓ 1. Working Files of the Special Advisor and Chief, Bibliographic Division, Information Center Service, USIA (Ralph Block Files), 1943-1960. 6 ½ feet.

These files span Ralph Block's entire career from the Office of War Information through his unique position as Special Advisor to the Director of the ICS and as Chief of the ICS Bibliographic Division. The series includes memoranda, reports, studies, budget estimates, policy guidance and other records relating to a variety of topics, including contingency guidance on the 1952 Geneva Convention, the 1954 East Berlin Youth Rally, the 1953 Korean Armistice, and memoranda concerning psychological warfare. The records also include a 1947 reading file, a report on psychological warfare, 1944-1945, records concerning the ICS Ideological Program, 1954, memoranda on ideological book distribution, 1959, the 40th anniversary of the Soviet Union, 1957, and intelligence policy, 1947-1956.

WNRC Acc. No. 306-63A190. Boxes 399-403. Lot 60D509.  
WNRC Acc. No. 306-68A5160. Boxes 4-5 (pt). Lot 60D509.

PERMANENT. Transfer to the National Archives immediately.

OFFICE OF THE DIRECTOR AND THE ASSISTANT DIRECTOR (ICS)

2. Miscellaneous Subject File, 1951-1954. 2 feet.

These files consist of reports, memoranda, policy papers, correspondence, and other records relating to the activities of the Information Center Service. Specific topics include the ICS budget, reports to Congress, ICS policy and procedures, and the Information Media Guaranty program. In addition, there are letters and other documents relating to Senator Joseph A. McCarthy and to Congressional investigating committees; an issue paper concerning microfilm deposits resulting from wartime activities of the Army; and records relating to the U.S. Advisory Commission on Books Abroad.

WNRC Acc. No. 306-63A190. Boxes 340-341. Lot 56D455.

PERMANENT. Transfer to the National Archives immediately.

3. Decimal Subject File, 1953-1956. 1 foot.

Arranged by subject according to a numerical decimal scheme. These records consist of memorandums, reports, and related material on a

variety of topics, including the British Overseas Book Program, the Public Information Working Group, Book Appraisal and Selection policies, Recommended Book Lists, and USIA Ideological Programs.

WNRC Acc. No. 306-63A190. Box 362. Lot 58D500.

PERMANENT. Transfer to the National Archives immediately.

**4. Central Files, Office of the Director, 1954-1966, and 1972. 17 feet.**

Arranged by time period, there under by type of record or subject. These records constitute the central files of the Office of the Director. These records contain record sets of letters sent (arranged alphabetically), pouch messages and telegrams, and memoranda. These files contain records concerning all aspects of the Information Center Service, including division head meetings, the work of various committees, ICS personnel, USIA and ICS offices and divisions, and quarterly reports.

WNRC Acc. No. 306-64A853. Boxes 54-55. Lot 63D428.  
WNRC Acc. No. 306-66A1129. Box 51. Lot 65D300.  
WNRC Acc. No. 306-68A4933. Boxes 106-109. Lot 67D462.  
WNRC Acc. No. 306-68A4933. Boxes 110-111. Lot 67D542.  
WNRC Acc. No. 306-69A6135. Boxes 70-73. Lot 68D273.  
WNRC Acc. No. 306-75-19. Boxes 1-4. Lot 74D67.

PERMANENT. Transfer to the National Archives immediately.

**ASSISTANT DIRECTOR FOR OPERATIONS  
(ICS/O)**

**5. General Subject File of the Assistant Director, 1959-1968. 8 feet.**

Arranged by subject. This file covers all aspects of the Information Center Service operations. Topics include the ICS relationship with Franklin Press, Inc., a non-profit, non-governmental organization concerned with fostering local book publishing in developing countries, task force reports, advisory committees, ICS library and binational center policies and issues, exhibits, and congressional affairs. In addition, there are folders containing memoranda and reports to and from all the major ICS offices and divisions.

WNRC Acc. No. 306-73-69. Boxes 1-8. Lot 72D309.

PERMANENT. Transfer to the National Archives immediately.



✓ 6. **Subject File, 1953-1965. 6 feet.**

Arranged chronologically by time period, there under in rough alphabetical order. These records contain background information on the history of the Information Center Service. The records include legislative histories, correspondence and memoranda to and from all ICS offices and divisions, copies of USIA agreements, documentation on ICS book publishing programs, exhibits and other initiatives, and budget and fiscal reports.

WNRC Acc. No. 306-63A190. Box 386. Lot 59D588.  
WNRC Acc. No. 306-64A193. Box 46. Lot 63D231.  
WNRC Acc. No. 306-67A1306. Box 41. Lot 66D120.  
WNRC Acc. No. 306-68A1415. Boxes 159-161. Lot 67D309.

PERMANENT. Transfer to the National Archives immediately.

✓ 7. **Records Relating to Advisory Committees, 1950-1967. 5 feet.**

These records are administrative files relating to the work of ICS advisory committees. The records include membership files, meeting files, minutes, function statements, correspondence, and some photographs. The records relate to the following committees: Advisory Committee on Cultural Information; Advisory Committee on Books Abroad; English Teaching Advisory Panel; and the Music Advisory Panel.

WNRC Acc. No. 306-68A4933. Box 105. Lot 67D437.  
WNRC Acc. No. 306-66A1129. Boxes 80-82. Lot 65D389.  
WNRC Acc. No. 306-68A1415. Box 119. Lot 67D370.

PERMANENT. Transfer to the National Archives immediately.

**POLICY AND PLANNING STAFF  
(ICS/PS)**

8. **Records of the Chief of the Policy and Planning Staff (Arthur Vogel Files), 1947-1955. 2 feet.**

Arranged roughly by subject. These records concern meetings of the Committee on Books Abroad, ICS background information, reports on the Binational Center Program, binders containing country plans, and semi-annual field evaluation reports.

WNRC Acc. No. 306-63A190. Boxes 347-348. Lot 57D55.

PERMANENT. Transfer to the National Archives immediately.

CULTURAL OPERATIONS DIVISION/AFRICA BRANCH (ICS/CA)

37. Country Files, 1959-1965. 19 feet.

Arranged by time period, there under by country. These records include reports, replies to circulars, country background information, evidence of effectiveness, studies, and correspondence and memoranda concerning the ICS program. The boxes also contain a large volume of shipping notices, book orders, requisitions, procurement files, and equipment and supply files.

WNRC Acc. No. 306-68A1415. Boxes 122-126. Lot 63D236.  
WNRC Acc. No. 306-65A564. Boxes 58-60. Lot 64D386.  
WNRC Acc. No. 306-66A1129. Boxes 52-54. Lot 65D328.  
WNRC Acc. No. 306-68A1415. Boxes 127-130. Lot 66D270.  
WNRC Acc. No. 306-68A4933. Boxes 120-123. Lot 67D429.

PERMANENT. Transfer to the National Archives immediately.

CULTURAL OPERATIONS DIVISION/LATIN AMERICA BRANCH (ICS/CL)

38. Country Files, 1949-1966. 23 feet.

Arranged by time period, there under alphabetically by country. The files include country background papers, quarterly and semi-annual statistical reports, evaluation and activity reports, budget memoranda, and correspondence and memoranda concerning the ICS program. The boxes also contain a large volume of shipping notices, book orders, requisitions, procurement files, and equipment and supply files.

WNRC Acc. No. 306-63A190. Box 309 (pt). Lot 54D74.  
WNRC Acc. No. 306-63A190. Box 327 (pt). Lot 55D172.  
WNRC Acc. No. 306-63A190. Box 351. Lot 57D359.  
WNRC Acc. No. 306-63A190. Box 349. Lot 57D71.  
WNRC Acc. No. 306-63A190. Box 357. Lot 58262.  
WNRC Acc. No. 306-63A190. Box 358. Lot 58D263.  
WNRC Acc. No. 306-63A190. Box 379. 59D388.  
WNRC Acc. No. 306-63A190. Box 380. 59D390.  
WNRC Acc. No. 306-63A190. Box 381. 59D391.  
WNRC Acc. No. 306-63A190. Boxes 396-397. 60D437.  
WNRC Acc. No. 306-63A190. Boxes 412-413. 61D467.  
WNRC Acc. No. 306-63A190. Boxes 414-416. 61D315.  
WNRC Acc. No. 306-67A222. Boxes 69-70. Lot 67D264.  
WNRC Acc. No. 306-68A4933. Box 138. Lot 67D547.  
WNRC Acc. No. 306-69A3445. Boxes 103-105. Lot 68D271.

PERMANENT. Transfer to the National Archives immediately.

**CULTURAL OPERATIONS DIVISION/FAR EAST BRANCH (ICS/CF)**

**39. Country Files, 1948-1965. 50 feet.**

Arranged by time period, there under alphabetically by country. The files include country background papers, quarterly and semi-annual statistical reports, evaluation and activity reports, budget memoranda, and exhibit photographs. A portion of box 377 and box 354(a) also contain records of the Far East Branch Central Files. These records should be allocated to the series of ICS/CF Central Files during archival processing.

WNRC Acc. No. 306-63A190. Boxes 328-329. Lot 55D283.  
WNRC Acc. No. 306-63A190. Box 346. Lot 57D52.  
WNRC Acc. No. 306-63A190. Boxes 354a-c. Lot 57D394.  
WNRC Acc. No. 306-63A190. Box 377. Lot 59D323.  
WNRC Acc. No. 306-63A190. Boxes 405-406. Lot 60D461.  
WNRC Acc. No. 306-65A1075. Boxes 117-120. Lot 61D331.  
WNRC Acc. No. 306-63A791. Boxes 43-53. Lot 62D390.  
WNRC Acc. No. 306-65A175. Boxes 40-48. 64D285.  
WNRC Acc. No. 306-67A1306. Boxes 22-29. Lot 66D178.  
WNRC Acc. No. 306-68A4933. Boxes 130-137. Lot 67D541.

PERMANENT. Transfer to the National Archives immediately.

**40. Central Files, 1958-1964. 5 feet.**

Arranged chronologically by year, there under by type of record. The records include correspondence files, progress reports, statistical reports, domestic and field circulars, highlights, policy and procedure files, and directives.

WNRC Acc. No. 306-65A1075. Box 121. Lot 61D331.  
WNRC Acc. No. 306-63A791. Box 54. Lot 62D390.  
WNRC Acc. No. 306-65A175. Box 49. Lot 64D285.  
WNRC Acc. No. 306-67A1306. Box 30. Lot 66D178.  
WNRC Acc. No. 306-68A1415. Box 139. Lot 67D127.

PERMANENT. Transfer to the National Archives immediately.

**CULTURAL OPERATIONS DIVISION/NEAR EAST BRANCH (ICS/CN)**

**✓41. Country Files, 1950-1966. 34 ½ feet.**

Arranged by time period, there under alphabetically by country. These records include country background papers, quarterly and semi-annual statistical reports, evaluation and activity reports, budget memoranda, and exhibit photographs.

WNRC Acc. No. 306-63A190. Box 309 (pt.). Lot 53D457.  
WNRC Acc. No. 306-63A190. Box 323. Lot 54D466.  
WNRC Acc. No. 306-63A190. Box 335 (pt.). Lot 55D571.  
WNRC Acc. No. 306-63A190. Boxes 338-339 (pt). Lot 56D391.  
WNRC Acc. No. 306-63A190. Box 339 (pt.). Lot 56D357.  
WNRC Acc. No. 306-63A190. Box 345 (pt).. Lot 57D35.  
WNRC Acc. No. 306-63A190. Box 353. Lot 57D389.  
WNRC Acc. No. 306-63A190. Box 359. Lot 58D470  
WNRC Acc. No. 306-63A190. Box 376. Lot 59D288.  
WNRC Acc. No. 306-63A190. Box 398. Lot 60D456.  
WNRC Acc. No. 306-65A1075. Boxes 122-126. Lot 61D287.  
WNRC Acc. No. 306-63A368. Box 24-29. Lot 62D258.  
WNRC Acc. No. 306-64A853. Boxes 71-74. Lot 63D244.  
WNRC Acc. No. 306-66A1129. Boxes 65-67. Lot 65D354.  
WNRC Acc. No. 306-67A1306. Boxes 31-34. Lot 66D292.  
WNRC Acc. No. 306-68A4933. Boxes 139-142. Lot 67D523.  
WNRC Acc. No. 306-69A3445. Boxes 106-109. Lot 68D275.

PERMANENT. Transfer to the National Archives immediately.

**42. Shipping Notices, Book Orders, and Subscriptions, 1950-1966.  
3 feet.**

These records include shipping notices, book orders, and subscriptions.

WNRC Acc. No. 306-64A853. Boxes 75-77. Lot 63D244

Destroy immediately.

**EXHIBITS DIVISION (ICS/E)**

The Exhibits Division coordinated the USIA's participation in international trade fairs, as well as the production and display of exhibits at USIA posts abroad.

**43. Project Files, 1956-1961. 4 feet.**

Arranged in numerical order by project number. These records include administrative and logistical records relating to exhibits, including shipping notices, queries, and requisitions.

WNRC Acc. No. 306-65A1075. Boxes 142-145. Lot 63D230.

Destroy immediately.

WNRC Acc. No. 306-65A564. Box 69 (pt). Lot 64D458.

PERMANENT. Transfer to the National Archives immediately.

**54. Country File, 1943-1955. 7 feet.**

Arranged in alphabetical order by name of country. This series contains despatches and other records concerning the early years of the book translation program. The records include the period of transition when the program was transferred from the Department of State to the USIA.

WNRC Acc. No. 306-66A274. Boxes 73-79. Lot 65D50.

PERMANENT. Transfer to the National Archives immediately.

✓ **55. Area Country Files, 1944-1966. 16 feet.**

Arranged primarily by region, there under by country. This series consists of correspondence and memoranda concerning the book translation program as it functioned in various countries. The files were maintained by area offices within the Publications Division and contain circulars, replies to circulars, memoranda, chronological correspondence files, and contracts.

WNRC Acc. No. 306-67A222. Boxes 90-91. Lot 66D37.

WNRC Acc. No. 306-68A4933. Boxes 195-203. Lot 67D364.

WNRC Acc. No. 306-69A3445. Box 124. Lot 68D158.

WNRC Acc. No. 306-69A3445. Boxes 125-128. Lot 68D129.

PERMANENT. Transfer to the National Archives immediately.

**56. Subject File, 1946-1962. 9 ½ feet.**

Arranged generally by subject. This series consists of correspondence with publishers, authors, private individuals and organizations, and government agencies concerning the book translation program. The records include correspondence, inter-office memoranda, and policy documents. There are also records of correspondence with Franklin Publishers Inc. concerning the approval of books to be translated and several folders of background information on the PL 480 program.

WNRC Acc. No. 306-65A564. Boxes 70-77. Lot 64D473.

WNRC Acc. No. 306-65A175. Box 86. Lot 64D277.

WNRC Acc. No. 306-65A564. Box 69 (pt). Lot 64D458.

PERMANENT. Transfer to the National Archives immediately.

**57. Publishers File, 1948-1955. 4 feet.**

Arranged in alphabetical order by name of publisher. These records

<b>REQUEST FOR RECORDS DISPOSITION AUTHORITY</b> (See Instructions on reverse)		<b>DO NOT WRITE IN THESE SPACES</b> NUMBER <b>NI-300 93-3</b>	
TO: NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) WASHINGTON, DC 20408		DATE RECEIVED <b>4/10/05</b>	
1. FROM (Agency or establishment) Department of State		NOTIFICATION TO AGENCY In accordance with the provisions of 44 U.S.C. 3303a the disposition request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.	
2. MAJOR SUBDIVISION UNITED STATES INFORMATION AGENCY		DATE <b>4-22-05</b> ARCHIVIST OF THE UNITED STATES <i>Tom Pelletier</i>	
3. MINOR SUBDIVISION			
4. NAME OF PERSON WITH WHOM TO CONFER  Alice S. Ritchie	5. TELEPHONE (202) 261-8511		

**6. AGENCY CERTIFICATION**  
 I hereby certify that I am authorized to act for this agency in matters pertaining to the disposition of its records and that the records proposed for disposal on the attached 21 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, under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies,

is not required;
  is attached; or
  has been requested.

DATE <b>5/27/2005</b>	SIGNATURE OF AGENCY REPRESENTATIVE <i>Margaret G. Peppe</i> Margaret G. Peppe	TITLE Department Records Officer
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7. ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
	Please see attached pages.		

UNITED STATES INFORMATION AGENCY  
OFFICE OF INFORMATION CENTER SERVICE (ICS)

**1. Working Files of the Special Advisor and Chief, Bibliographic Division, Information Center Service, USIA (Ralph Block Files), 1943-1960. 6 ½ feet.**

These files span Ralph Block's entire career from the Office of War Information through his unique position as Special Advisor to the Director of the ICS and as Chief of the ICS Bibliographic Division. The series includes memoranda, reports, studies, budget estimates, policy guidance and other records relating to a variety of topics, including contingency guidance on the 1952 Geneva Convention, the 1954 East Berlin Youth Rally, the 1953 Korean Armistice, and memoranda concerning psychological warfare. The records also include a 1947 reading file, a report on psychological warfare, 1944-1945, records concerning the ICS Ideological Program, 1954, memoranda on ideological book distribution, 1959, the 40th anniversary of the Soviet Union, 1957, and intelligence policy, 1947-1956.

WNRC Acc. No. 306-63A190. Boxes 399-403. Lot 60D509.  
WNRC Acc. No. 306-68A5160. Boxes 4-5 (pt). Lot 60D509.

PERMANENT. Transfer to the National Archives immediately.

**OFFICE OF THE DIRECTOR AND THE ASSISTANT DIRECTOR (ICS)**

**2. Miscellaneous Subject File, 1951-1954. 2 feet.**

These files consist of reports, memoranda, policy papers, correspondence, and other records relating to the activities of the Information Center Service. Specific topics include the ICS budget, reports to Congress, ICS policy and procedures, and the Information Media Guaranty program. In addition, there are letters and other documents relating to Senator Joseph A. McCarthy and to Congressional investigating committees; an issue paper concerning microfilm deposits resulting from wartime activities of the Army; and records relating to the U.S. Advisory Commission on Books Abroad.

WNRC Acc. No. 306-63A190. Boxes 340-341. Lot 56D455.

PERMANENT. Transfer to the National Archives immediately.

**3. Decimal Subject File, 1953-1956. 1 foot.**

Arranged by subject according to a numerical decimal scheme. These records consist of memorandums, reports, and related material on a

variety of topics, including the British Overseas Book Program, the Public Information Working Group, Book Appraisal and Selection policies, Recommended Book Lists, and USIA Ideological Programs.

WNRC Acc. No. 306-63A190. Box 362. Lot 58D500.

PERMANENT. Transfer to the National Archives immediately.

**4. Central Files, Office of the Director, 1954-1966, and 1972. 17 feet.**

Arranged by time period, there under by type of record or subject. These records constitute the central files of the Office of the Director. These records contain record sets of letters sent (arranged alphabetically), pouch messages and telegrams, and memoranda. These files contain records concerning all aspects of the Information Center Service, including division head meetings, the work of various committees, ICS personnel, USIA and ICS offices and divisions, and quarterly reports.

WNRC Acc. No. 306-64A853. Boxes 54-55. Lot 63D428.  
WNRC Acc. No. 306-66A1129. Box 51. Lot 65D300.  
WNRC Acc. No. 306-68A4933. Boxes 106-109. Lot 67D462.  
WNRC Acc. No. 306-68A4933. Boxes 110-111. Lot 67D542.  
WNRC Acc. No. 306-69A6135. Boxes 70-73. Lot 68D273.  
WNRC Acc. No. 306-75-19. Boxes 1-4. Lot 74D67.

PERMANENT. Transfer to the National Archives immediately.

**ASSISTANT DIRECTOR FOR OPERATIONS  
(ICS/O)**

**5. General Subject File of the Assistant Director, 1959-1968. 8 feet.**

Arranged by subject. This file covers all aspects of the Information Center Service operations. Topics include the ICS relationship with Franklin Press, Inc., a non-profit, non-governmental organization concerned with fostering local book publishing in developing countries, task force reports, advisory committees, ICS library and binational center policies and issues, exhibits, and congressional affairs. In addition, there are folders containing memoranda and reports to and from all the major ICS offices and divisions.

WNRC Acc. No. 306-73-69. Boxes 1-8. Lot 72D309.

PERMANENT. Transfer to the National Archives immediately.



**6. Subject File, 1953-1965. 6 feet.**

Arranged chronologically by time period, there under in rough alphabetical order. These records contain background information on the history of the Information Center Service. The records include legislative histories, correspondence and memoranda to and from all ICS offices and divisions, copies of USIA agreements, documentation on ICS book publishing programs, exhibits and other initiatives, and budget and fiscal reports.

WNRC Acc. No. 306-63A190. Box 386. Lot 59D588.  
WNRC Acc. No. 306-64A193. Box 46. Lot 63D231.  
WNRC Acc. No. 306-67A1306. Box 41. Lot 66D120.  
WNRC Acc. No. 306-68A1415. Boxes 159-161. Lot 67D309.

PERMANENT. Transfer to the National Archives immediately.

**7. Records Relating to Advisory Committees, 1950-1967. 5 feet.**

These records are administrative files relating to the work of ICS advisory committees. The records include membership files, meeting files, minutes, function statements, correspondence, and some photographs. The records relate to the following committees: Advisory Committee on Cultural Information; Advisory Committee on Books Abroad; English Teaching Advisory Panel; and the Music Advisory Panel.

WNRC Acc. No. 306-68A4933. Box 105. Lot 67D437.  
WNRC Acc. No. 306-66A1129. Boxes 80-82. Lot 65D389.  
WNRC Acc. No. 306-68A1415. Box 119. Lot 67D370.

PERMANENT. Transfer to the National Archives immediately.

**POLICY AND PLANNING STAFF  
(ICS/PS)**

**8. Records of the Chief of the Policy and Planning Staff (Arthur Vogel Files), 1947-1955. 2 feet.**

Arranged roughly by subject. These records concern meetings of the Committee on Books Abroad, ICS background information, reports on the Binational Center Program, binders containing country plans, and semi-annual field evaluation reports.

WNRC Acc. No. 306-63A190. Boxes 347-348. Lot 57D55.

PERMANENT. Transfer to the National Archives immediately.

**9. Records Concerning the Colloquium of Islamic Culture (Sept. 1953), 1952-1955. 1 foot.**

The Colloquium of Islamic Culture, sponsored by Princeton University and the Library of Congress in September 1953, brought together distinguished Muslim scholars who were visiting the United States at the time. These records were maintained by the Policy and Planning Staff. Arranged roughly by subject, this accession contains documentation concerning conference planning, proceedings, and effectiveness. Specific types of records include biographical information relating to participants, published proceedings, event programs, photographs, speeches, and correspondence.

WNRC Acc. No. 306-63A190. Box 333. Lot 55D477.

PERMANENT. Transfer to the National Archives immediately.

**10. Subject File of the Cultural Affairs Advisor, 1954-1957. 6 feet.**

Arranged primarily in alphabetical order by subject. These records constitute the subject file of the Cultural Affairs Advisor, Office of Policy and Planning. The files include records about the selection and duties of cultural affairs officers, the English Teaching Program, President's Fund activities, the Soviet cultural offensive, the ICS ideological program, and other matters. The records contain despatches, correspondence, memoranda, and other records concerning cultural affairs issues. In addition, there is a five volume study of USIA Operating Assumptions dated December 1954.

WNRC Acc. No. 306-63A190. Boxes 388-389. Lot 60D310.

WNRC Acc. No. 306-63A190. Boxes 390-391. Lot 60D342.

WNRC Acc. No. 306-63A190. Box 392 (1 folder). Lot 60D372.

WNRC Acc. No. 306-63A190. Boxes 393-394. Lot 60D391.

PERMANENT. Transfer to the National Archives immediately.

**11. President's Fund Files, 1954-1956. 6 inches.**

Arranged by subject. This file is closely related to the cultural affairs material described in item 13 of this appraisal. This file relates almost exclusively to ICS programs sponsored by the President's Fund, i.e. monies allocated to fund cultural programs abroad. These activities included performances by American orchestras, productions of American plays, and visits by noted musicians, actors, and athletes. Included are records concerning the Family of Man exhibit, the re-opening of the Vienna State Opera House in 1955, an English Teaching survey (1956), the 1956 Olympics, and the ICS ideological program.

WNRC Acc. No. 306-63A190. Box 345 (pt.). Lot 57D54.

PERMANENT. Transfer to the National Archives immediately.

**12. Intelligence Reports and Evaluation Studies, 1951-1954. 3 feet.**

Arranged by country or subject. These records contain intelligence reports and evaluation studies concerning the effectiveness of overseas information programs. The studies were prepared by the Evaluations Staff of the United States Information Administration (IIA/IEV) and referred to the ICS Office of Policy and Planning. The series includes a report of the Soviet Union's use of books in its overseas propaganda programs; contract reports prepared for the ICS by the International Public Opinion Research Inc.; studies on the political situation in foreign countries and on the effectiveness of United States Information Service program in various countries.

WNRC Acc. No. 306-63A190. Boxes 324-326. Lot 54D517.

PERMANENT. Transfer to the National Archives immediately.

**INFORMATION MEDIA GUARANTY PROGRAM (ICS/IMG)**

The Information Media Guaranty Program was created under the authority of Title I of the Foreign Assistance Act of 1948 (PL 472). By the authority of Executive Order 10368, June 30, 1952, the IMG program was transferred from the Economic Cooperation Administration to the International Information Administration of the Department of State. It later came under the jurisdiction of the Information Center Service of the United States Information Agency. The IMG program provided for the conversion of foreign currencies into U.S. dollars that were earned abroad by U.S. producers of informational media, including books, audio recordings, and motion picture films.

**13. Subject File of the Chief of the Information Media Guaranty Division, 1958-1972. 4 feet.**

Arranged by subject. These records document the background, development, policies, and liquidation of the Information Media Guaranty program from approximately 1958-1972. The series includes correspondence with the Director of the USIA, legislative and background information, lists of approved and disapproved authors, copies of contracts and agreements with foreign countries, policy papers, and IMG study group reports.

WNRC Acc. No. 306-75-24. Boxes 1-4. Lot 74D123.

PERMANENT. Transfer to the National Archives immediately.

**14. Records of the Information Media Guaranty Fiscal Branch, 1948-1953. 2 feet.**

These records deal almost exclusively with the IMG's motion picture film program. They contain correspondence with members of the motion picture industry; correspondence, minutes of meetings, and other records relating to the Motion Picture Committee established for the purpose of review of motion picture films; an alphabetical file of reviews of motion picture films; and film ratings by the Legion of Decency, the Protestant Film Commission, the General Federation of Women's Clubs, and the British Film Institute. It also contains records concerning House and Senate hearings, staff reports, news clippings, and other records.

WNRC Acc. No. 306-61A502. Boxes 1-2. Lot 56D86.

PERMANENT. Transfer to the National Archives immediately.

**15. Records of the Information Media Guaranty Division, 1952-1967. 8 feet.**

These records consist of the divisional files of the IMG program for the coverage period. The records contain copies of agreements with countries, IMG issuances, evidence of effectiveness, correspondence with members of the motion picture and publishing industries, and other records. They also contain a country file of correspondence and memoranda concerning proposed IMG programs in various countries; an IMG chronological file; an IMG Director's file; and a subject file consisting of despatches, review board correspondence, and reports to Congress.

WNRC Acc. No. 306-68A6356. Boxes 1-8.

PERMANENT. Transfer to the National Archives immediately.

**RECORDS OF THE ENGLISH TEACHING DIVISION (ICS/T)**

The English Teaching Division was responsible for the USIA's worldwide English teaching program. The division goal was to increase the ability of foreign populations to read English language publications or listen to English language broadcasts. The Division developed teaching materials directly or produced other materials on contract. The English teaching program was established during World War II when binational centers were introduced in Latin America.

**16. Subject Files, 1943-1956. 4 ½ feet.**

Arranged by subject. These records contain policy and issue papers concerning English teaching abroad. The records also include correspondence and memoranda, seminar materials, foreign language texts, training materials, seminar reports on intensive courses for teaching English in Latin America and the Far East, 1946-1950, quarterly reports of field post activities from Brazil, Colombia, Haiti, and Thailand, 1950-1963, and a folder on the Joint Committee on English Teaching, 1943.

WNRC Acc. No. 306-63A190. Box. 337. Lot 56D159.  
WNRC Acc. No. 306-61A502. Boxes 3-5. Lot 56D189. *Box 3 only*  
WNRC Acc. No. 306-63A190. Box 335 (1 folder). Lot 55D515.  
WNRC Acc. No. 306-63A190. Box 327 (pt). Lot 55D461.

PERMANENT. Transfer to the National Archives immediately.

**17. Miscellaneous Subject Files, 1956-1963. 8 feet.**

Arranged by subject and chronologically. The subject files contain materials on the binational centers, conferences on English teaching, seminar reports, and field trip reports. Included are despatches, correspondence, memoranda, as well as sets of domestic field circulars, and chronological files.

WNRC Acc. No. 306-68A1415. Boxes 165-168, 170, 172.  
Lot 66D475.  
WNRC Acc. No. 306-65A175. Boxes 89-90. Lot 64D262.

PERMANENT. Transfer to the National Archives immediately.

**18. Country Files, 1956-1968. 10 feet.**

Arranged by region, there under by country. These records include memorandums, airgrams, reports, operations memorandums, dispatches, and other material related to the program activities of the English Teaching Program. However, several boxes also contain routine administrative records such as book orders, shipping notices, receipts, etc.

WNRC Acc. No. 306-68A1415. Boxes 163, 164, 169, 171.  
Lot 66D475.  
WNRC Acc. No. 306-65A175. Boxes 87, 88, 91, 92. Lot 64D262.  
WNRC Acc. No. 306-70A4044. Boxes 39-40. Lot 69D103.

PERMANENT. Transfer to the National Archives immediately.

**19. Country Files, 1956-1968. 2 feet.**

Arranged by region, there under by country. These boxes contain routine administrative records such as book orders, shipping

notices, receipts, and related material.

WNRC Acc. No. 306-70A4044. Boxes 41-42. Lot 69D315.

Destroy immediately.

**20. Administrative and Program Files, 1965-1967. 3 feet.**

Arranged by subject. This series contains policy memos and other materials relating to the administration of the English teaching program. The records include correspondence with other agencies such as the Peace Corps and the Agency for International Development; correspondence with English teaching advisory panels and other associations; memoranda; reports of "evidence of effectiveness," and memoranda to and from the English Teaching Division and the Director's office.

WNRC Acc. No. 306-69A3445. Boxes 131. Lot 68D37.

WNRC Acc. No. 306-70A4044. Boxes 37-38. Lot 69D103.

PERMANENT. Transfer to the National Archives immediately.

**21. Records Relating to Book Program Development, 1960-1969. 7 feet.**

Arranged roughly by name of project, there under by subject. This series contains files relating to the development of English teaching materials, including textbooks, films, and study units. The records also include contract records, proposals, minutes of meetings, photographs, as well as drafts and manuscripts of English teaching study units. The series gives a sense of the types of topics developed for the English teaching program (study units on President Kennedy, Eleanor Roosevelt, Robert Frost) as well as different materials and techniques used for teaching English.

WNRC Acc. No. 306-72A4904. Boxes 33-39. Lot 70D131.

PERMANENT. Transfer to the National Archives immediately.

**RECORDS OF THE BIBLIOGRAPHIC DIVISION (ICS/B)**

The Bibliographic Division was responsible for reviewing and selecting books for ICS libraries and as gifts for foreign leaders and scholars. The selections made by the Bibliographic Division reflect the policies and ideas supported by ICS activities overseas.

**22. Bibliographic Division Historical File, 1946-1963. 6 feet.**  
Arranged by subject in rough chronological order. The records include files on policy issues, memoranda to ICS offices and divisions, documentation of book policy and procedures, bibliographies, and book appraisals. There are folders containing correspondence and memoranda to and from book publishers and files relating to the McCarthy hearings and "anti-Communist materials."

WNRC Acc. No. 306-68A4933. Boxes 114-119. Lot 67D601.

PERMANENT. Transfer to the National Archives immediately.

**23. Subject File, 1959-1967. 3 feet.**  
Arranged alphabetically by subject. These records include information about major topics of concern to the Bibliographic Division, particularly in the area of book publishing and the production and distribution of "Blue Books" (lists of books for use abroad). The records also include field messages, correspondence, memoranda, and reports. There are folders containing book lists, book appraisals, policy and procedures, and correspondence to and from authors. There are also monthly statistical reports, 1961-1967.

WNRC Acc. No. 306-71A2101. Box 135. Lot 69D504.

WNRC Acc. No. 306-72A4932. Box 20. Lot 71D378.

WNRC Acc. No. 306-72A4932. Box 19. Lot 71D395.

PERMANENT. Transfer to the National Archives immediately.

**24. Chronological Correspondence File, 1955-1960. 1 foot.**  
Arranged by year, there under chronologically. The file includes letters received and copies of letters and memoranda sent to publishers concerning subscriptions, book reviews, recommendations of books from the general public, and the analysis of books. The records also include four folders of monthly reports for the period 1955-1959.

WNRC Acc. No. 306-65A175. Box 38. Lot 64D267.

PERMANENT. Transfer to the National Archives immediately.

**25. Book Lists and Book Appraisals, 1953-1965. 2 feet.**  
These records include: a record set of the Bibliographic Division's "Blue Books" (Books Recommended for the Overseas Program), 1953-1964; Subject Bibliographies, 1954-1965; Special Lists of Recommended Books, 1961-1965; and Current Books Recommended for USIS, 1954-1965. Box 112 also contains fifteen rolls of 35 mm negative microfilm and ten rolls of 16 mm negative microfilm of the

Bibliographic Divisions' central book appraisal file, 1953-1964.

WNRC Acc. No. 306-68D4933. Boxes 112-113. Lot 65D381.

PERMANENT. Transfer to the National Archives immediately.

#### **CULTURAL OPERATIONS DIVISION (ICS/C)**

The Cultural Operations Division, formerly called the Centers Operations Division, assisted the USIA's libraries and binational centers abroad in their day-to-day functions. The Division assisted the Information Centers in acquiring books, periodicals, music, films, equipment, and other materials necessary to conduct ICS programs. The Division was composed of five area branches. The branches were: Africa, Europe, Latin America, Near East and South Asia, and East Asia and Pacific.

#### **26. Miscellaneous Subject File, 1946-1953. 1 foot.**

Arranged by subject. These files consist of background materials relating to the overseas library program. The records include: budget material, 1951; fiscal records, 1947-1949; a briefing book on the Lima Cultural Conference, Nov. 1951; and monthly reports. There is also a two volume printed report on binational and multinational cooperation in Germany.

WNRC Acc. No. 306-63A190. Box 334. Lot 55D503.

PERMANENT. Transfer to the National Archives immediately.

#### **27. Records Relating to the McCarthy Hearings, 1948-1955. 2 feet.**

Arranged by subject. These records document Information Center Service responses to inquiries from Congress concerning overseas information programs, particular the use of books by Communist authors. There are memoranda of conversations, copies of directives regarding book selection, and memoranda regarding the work of various authors. In addition, the records also include circulars and replies to circulars concerning the withdrawal of books from Information Centers abroad and folders relating to the overseas trips of ICS directors.

WNRC Acc. No. 306-61A502. Boxes 6-7. Lot 56D581.

PERMANENT. Transfer to the National Archives immediately.



**28. Records Relating to Binational Center Grantee Orientation, 1956-1959. 1 foot.**

These records document the grantee training orientation program relating to binational centers. The files include memoranda, agendas, schedules, and lists of trainees. The training concerned the function and operation of the binational centers, protocol, and other matters.

WNRC Acc. No. 306-63A190. Box 395. Lot 60D435.

Destroy immediately.

**PROGRAM SERVICES BRANCH (ICS/CP)**

The Program Services Branch made purchases for supplies and equipment needed by the ICS centers and procured government documents, periodicals, books, and publications for use overseas.

**29. Purchase Orders and Shipping Notices, 1959-1965. 20 feet.**

Arranged primarily in alphabetical order by country. These records consist mainly of purchase orders, requisitions, and green and pink copies of shipping notices (with attached requests from ICS posts). The records also include blue copies of GPO "Deposit Order Blanks" for shipment of government publications and white copies of Operation Memoranda relating to orders and receipt of government publications. Box 138 of Accession 65A1075 contains two folders (3 inches) relating to the India Stamp Program consisting of routine information and notices, as well as a 1st Day issue 4-cent Ghandi commemorative stamp (Jan. 26, 1961) and a 1st day commemorative program.

WNRC Acc. No. 306-65A1075. Boxes 133-141. 64D43.

WNRC Acc. No. 306-67A222. Boxes 71-76. Lot 65D544.

WNRC Acc. No. 306-68A4933. Boxes 143-147. Lot 67D476.

Destroy immediately.

**30. Distribution Sheets and Shipping Notices, 1950-1956. 1 foot.**

This accession contains copies of printed forms showing the title of publication, total number of copies, and the number distributed to each post.

WNRC Acc. No. 306-63A190. Box 352. Lot 57D371.

Destroy immediately.

**31. Subject Files, 1952-1954. 2 inches.**

A small portion of box 327 contains records relating to periodical subscriptions.

WNRC Acc. No. 306-63A190. Box 327 (pt). Lot 55D359.

Destroy immediately.

**CULTURAL OPERATIONS DIVISION, MUSIC BRANCH (ICS/CM)**

The Music Branch selected music for use at overseas posts and centers and obtained rights for the performance of American plays and the showing of American films about American composers to be shown in centers or by private groups abroad.

**32. Subject Correspondence File, 1956-1961. 2 ½ feet.**

Arranged by subject. These records include correspondence with musicians and composers, music organizations, orchestras, and members of the music and recording industries. There are records relating to the Music Advisory Panel, the Advisory Committee of Cultural Information, the President's Fund, and UNESCO projects, as well as statistical reports (FY 1958-1959), budget calls, and estimates (FY 1958-1961).

WNRC Acc. No. 306-64A536. Boxes 100, 101, 102 (pt).  
Lot 63D297.

PERMANENT. Transfer to the National Archives immediately.

**33. Orders and Requisitions, 1956-1961. 1 ½ feet.**

Arranged by year, there under by type of order. These files consist of copies of print music orders, record orders, and requisitions.

WNRC Acc. No. 306-64A536. Boxes 102 (pt) and 103. Lot 63D297.

Destroy immediately.

**34. Country File, 1951-1961. 8 feet.**

Arranged by region, there under by country. These records contain field communications and reports of music activities abroad. The records also include folders containing reports and evidence of effectiveness, cables and program notes, with some photographs, brochures, and posters. There is a set of the newsletter *American*

Music, which was published by the USIS in London and Vienna for the period 1957-1962 and circulars, 1954-1960.

WNRC Acc. No. 306-63A190. Box 383. Lot 59D458.  
WNRC Acc. No. 306-64A853. Boxes 64-70. Lot 63D253.

PERMANENT. Transfer to the National Archives immediately.

**CULTURAL OPERATIONS DIVISION/EUROPEAN BRANCH (ICS/CE)**

**35. Subject File, 1949-1958. 5 feet.**

Arranged by subject. These records include action copies of despatches, correspondence, annual evaluation reports, and policy memoranda. There are files on ICS policy in post-war Germany and Austria, book selection guidance, statistical reports, and records relating to the U.S. High Commission for Germany.

WNRC Acc. No. 306-63A190. Box 342-344. Lot 56D462.  
WNRC Acc. No. 306-63A190. Box 360-361. Lot 58D479.

PERMANENT. Transfer to the National Archives immediately.

**36. Country Files, 1949-1964. 38 feet.**

Arranged by time period, there under by country. These records include reports, replies to circulars, country background information, evidence of effectiveness, studies, and correspondence and memoranda concerning the ICS program.

WNRC Acc. No. 306-63A190. Box 327 (pt). Lot 55D294.  
WNRC Acc. No. 306-63A190. Box 318 (pt). Lot 54D327.  
WNRC Acc. No. 306-63A190. Boxes 330-331. Lot 55D325.

WNRC Acc. No. 306-63A190. Boxes 350. Lot 57D358.  
WNRC Acc. No. 306-63A190. Box 378. Lot 59D362.  
WNRC Acc. No. 306-63A368. Boxes 18-23. Lot 60D483.  
WNRC Acc. No. 306-65A1075. Boxes 111-116. Lot 61D274.  
WNRC Acc. No. 306-65A1075. Boxes 105-110. Lot 62D265.  
WNRC Acc. No. 306-66A1129. Boxes 55-59. Lot 64D407.  
WNRC Acc. No. 306-66A1129. Boxes 60-64. Lot 65D463.  
WNRC Acc. No. 306-68A4933. Boxes 124-129. Lot 67D356.

PERMANENT. Transfer to the National Archives immediately.

CULTURAL OPERATIONS DIVISION/AFRICA BRANCH (ICS/CA)

37. Country Files, 1959-1965. 19 feet.

Arranged by time period, there under by country. These records include reports, replies to circulars, country background information, evidence of effectiveness, studies, and correspondence and memoranda concerning the ICS program. The boxes also contain a large volume of shipping notices, book orders, requisitions, procurement files, and equipment and supply files.

WNRC Acc. No. 306-68A1415. Boxes 122-126. Lot 63D236.  
WNRC Acc. No. 306-65A564. Boxes 58-60. Lot 64D386.  
WNRC Acc. No. 306-66A1129. Boxes 52-54. Lot 65D328.  
WNRC Acc. No. 306-68A1415. Boxes 127-130. Lot 66D270.  
WNRC Acc. No. 306-68A4933. Boxes 120-123. Lot 67D429.

PERMANENT. Transfer to the National Archives immediately.

CULTURAL OPERATIONS DIVISION/LATIN AMERICA BRANCH (ICS/CL)

38. Country Files, 1949-1966. 23 feet.

Arranged by time period, there under alphabetically by country. The files include country background papers, quarterly and semi-annual statistical reports, evaluation and activity reports, budget memoranda, and correspondence and memoranda concerning the ICS program. The boxes also contain a large volume of shipping notices, book orders, requisitions, procurement files, and equipment and supply files.

WNRC Acc. No. 306-63A190. Box 309 (pt). Lot 54D74.  
WNRC Acc. No. 306-63A190. Box 327 (pt). Lot 55D172.  
WNRC Acc. No. 306-63A190. Box 351. Lot 57D359.  
WNRC Acc. No. 306-63A190. Box 349. Lot 57D71.  
WNRC Acc. No. 306-63A190. Box 357. Lot 58262.  
WNRC Acc. No. 306-63A190. Box 358. Lot 58D263.  
WNRC Acc. No. 306-63A190. Box 379. 59D388. ✓  
WNRC Acc. No. 306-63A190. Box 380. 59D390. ✓  
WNRC Acc. No. 306-63A190. Box 381. 59D391. ✓  
WNRC Acc. No. 306-63A190. Boxes 396-397. 60D437.  
WNRC Acc. No. 306-63A190. Boxes 412-413. 61D467.  
WNRC Acc. No. 306-63A190. Boxes 414-416. 61D315.  
WNRC Acc. No. 306-67A222. Boxes 69-70. Lot 67D264.  
WNRC Acc. No. 306-68A4933. Box 138. Lot 67D547.  
WNRC Acc. No. 306-69A3445. Boxes 103-105. Lot 68D271.

PERMANENT. Transfer to the National Archives immediately.

CULTURAL OPERATIONS DIVISION/FAR EAST BRANCH (ICS/CF)

**39. Country Files, 1948-1965. 50 feet.**

Arranged by time period, there under alphabetically by country. The files include country background papers, quarterly and semi-annual statistical reports, evaluation and activity reports, budget memoranda, and exhibit photographs. A portion of box 377 and box 354(a) also contain records of the Far East Branch Central Files. These records should be allocated to the series of ICS/CF Central Files during archival processing.

WNRC Acc. No. 306-63A190. Boxes 328-329. Lot 55D283.  
WNRC Acc. No. 306-63A190. Box 346. Lot 57D52.  
WNRC Acc. No. 306-63A190. Boxes 354a-c. Lot 57D394.  
WNRC Acc. No. 306-63A190. Box 377. Lot 59D323.  
WNRC Acc. No. 306-63A190. Boxes 405-406. Lot 60D461.  
WNRC Acc. No. 306-65A1075. Boxes 117-120. Lot 61D331.  
WNRC Acc. No. 306-63A791. Boxes 43-53. Lot 62D390.  
WNRC Acc. No. 306-65A175. Boxes 40-48. 64D285.  
WNRC Acc. No. 306-67A1306. Boxes 22-29. Lot 66D178.  
WNRC Acc. No. 306-68A4933. Boxes 130-137. Lot 67D541.

PERMANENT. Transfer to the National Archives immediately.

**40. Central Files, 1958-1964. 5 feet.**

Arranged chronologically by year, there under by type of record. The records include correspondence files, progress reports, statistical reports, domestic and field circulars, highlights, policy and procedure files, and directives.

WNRC Acc. No. 306-65A1075. Box 121. Lot 61D331.  
WNRC Acc. No. 306-63A791. Box 54. Lot 62D390.  
WNRC Acc. No. 306-65A175. Box 49. Lot 64D285.  
WNRC Acc. No. 306-67A1306. Box 30. Lot 66D178.  
WNRC Acc. No. 306-68A1415. Box 139. Lot 67D127.

PERMANENT. Transfer to the National Archives immediately.

CULTURAL OPERATIONS DIVISION/NEAR EAST BRANCH (ICS/CN)

**41. Country Files, 1950-1966. 34 ½ feet.**

Arranged by time period, there under alphabetically by country. These records include country background papers, quarterly and semi-annual statistical reports, evaluation and activity reports, budget memoranda, and exhibit photographs.

WNRC Acc. No. 306-63A190. Box 309 (pt.). Lot 53D457.  
WNRC Acc. No. 306-63A190. Box 323. Lot 54D466.  
WNRC Acc. No. 306-63A190. Box 335 (pt.). Lot 55D571.  
WNRC Acc. No. 306-63A190. Boxes 338-339 (pt). Lot 56D391.  
WNRC Acc. No. 306-63A190. Box 339 (pt.). Lot 56D357.  
WNRC Acc. No. 306-63A190. Box 345 (pt). Lot 57D35.  
WNRC Acc. No. 306-63A190. Box 353. Lot 57D389.  
WNRC Acc. No. 306-63A190. Box 359. Lot 58D470  
WNRC Acc. No. 306-63A190. Box 376. Lot 59D288.  
WNRC Acc. No. 306-63A190. Box 398. Lot 60D456.  
WNRC Acc. No. 306-65A1075. Boxes 122-126. Lot 61D287.  
WNRC Acc. No. 306-63A368. Box 24-29. Lot 62D258.  
WNRC Acc. No. 306-64A853. Boxes 71-74. Lot 63D244.  
WNRC Acc. No. 306-66A1129. Boxes 65-67. Lot 65D354.  
WNRC Acc. No. 306-67A1306. Boxes 31-34. Lot 66D292.  
WNRC Acc. No. 306-68A4933. Boxes 139-142. Lot 67D523.  
WNRC Acc. No. 306-69A3445. Boxes 106-109. Lot 68D275.

PERMANENT. Transfer to the National Archives immediately.

**42. Shipping Notices, Book Orders, and Subscriptions, 1950-1966.  
3 feet.**

These records include shipping notices, book orders, and subscriptions.

WNRC Acc. No. 306-64A853. Boxes 75-77. Lot 63D244

Destroy immediately.

**EXHIBITS DIVISION (ICS/E)**

The Exhibits Division coordinated the USIA's participation in international trade fairs, as well as the production and display of exhibits at USIA posts abroad.

**43. Project Files, 1956-1961. 4 feet.**

Arranged in numerical order by project number. These records include administrative and logistical records relating to exhibits, including shipping notices, queries, and requisitions.

WNRC Acc. No. 306-65A1075. Boxes 142-145. Lot 63D230.

Destroy immediately.

**44. Selected Project Files, 1957-1966. 1 foot.**

Arranged by project number. These records include records relating to selected exhibits, such as the "Alliance for Progress," "America Elects a President," "Berlin Green Week," and the "U.S. Space Program." The records include correspondence with developers, some design drawings and proposals, exhibit texts, and memoranda with State Department officials.

WNRC Acc. No. 306-69A6135. Box 84. Lot 69D11.

PERMANENT. Transfer to the National Archives immediately.

**45. Records Relating to International Trade Fairs, 1958-1965. 8 feet.**

Arranged alphabetically by subject or name of city. This series contains basic documentation concerning the ICS participation in International Trade Fairs. The records include: a chronological file, Feb 1956-December 1965; photographs, ca. 1964-65; correspondence with the Department of Commerce's Office of International Trade Fairs; and folders on trade fairs in various cities.

WNRC Acc. No. 306-66A1129. Boxes 84-86. 65D396.

WNRC Acc. No. 306-68A4933. Boxes 148-152. 67D501.

PERMANENT. Transfer to the National Archives immediately.

**46. International Trade Fair Project File, 1966-1968. 5 feet.**

Arranged by project number. This series contains exhibit development files for exhibits in Bangkok, Thailand, Budapest, Hungary, Poznan, Poland, and Plovdiv, Bulgaria. The records include correspondence with corporations requesting contributions for exhibits, descriptions of exhibit components, and correspondence and despatches concerning telecommunication needs, language services, and routine matters. In addition, there are photographs of 1968 technology (computers, cameras, microfilm equipment).

WNRC Acc. No. 306-72A4932. Boxes 41-43. Lot 70D179.

WNRC Acc. No. 306-72A4932. Boxes 44-45. Lot 70D302.

PERMANENT. Transfer to the National Archives immediately.

**47. Trade Fair Transaction File, 1966. 6 feet.**

WNRC Acc. No. 306-68A4933. Boxes 168-173. Lot 67D590.

This series contains bills of lading, requisitions, order forms,

and routine correspondence with vendors and the Department of Commerce Office of International Trade Promotion.

Destroy immediately.

**PUBLICATIONS DIVISION/EDITORIAL BRANCH (ICS/PE)**

**48. Book Development Files, 1954-1965. 9 feet.**

Arranged by subject. This series contains records relating to the Publications Division's book development program. There are files containing chronological files (1962-1967), correspondence with members of Congress, and correspondence with authors and publishers. In addition, there are photographs, book proposals, manuscripts, page proofs, budget files and meeting files. Book topics include works relating to Communism, the Hungarian Revolution, the United Nations, Cuba, the Great Society, "Negro Leaders in the US," sports figures, and musicians.

WNRC Acc. No. 306-72A4904. Boxes 24-32. Lot 70D318.

PERMANENT. Transfer to the National Archives immediately.

**49. Low Priced Book Program Contract Correspondence File, 1955-1962. 5 feet.**

Arranged by contract number. This series consists of correspondence with a principal contractor (Feffer and Simons) and sub-contractors regarding the low priced book translation program.

WNRC Acc. No. 306-68A4933. Boxes 190-194. Lot 68D86.

Destroy immediately.

**50. Book Translation Packets, 1951-1956. 1 foot.**

Arranged in alphabetical order by name of publisher. This series contains signed agreements and related correspondence with book publishers regarding book translation projects.

WNRC Acc. No. 306-71P2101. Box 142. Lot 70D109.

Destroy immediately.



PUBLICATIONS DIVISION/ACTIVITIES BRANCH (ICS/PEP)

**51. Correspondence with Field and Publishers, 1959-1963. 1 foot.**  
Arranged by type of correspondence. This series consists of correspondence with publishers and others about the selection of books for exhibits overseas. This file relates to upcoming publications, the "Fifty Books of the Year" exhibit sponsored by the American Institute of Graphic Arts, and a proposed model of an American bookshop to be displayed in several foreign cities.

WNRC Acc. No. 306-66A1129. Box 87. Lot 65D329.

PERMANENT. Transfer to the National Archives immediately.

**52. Subject File, 1951-1966. 9 feet.**  
Arranged by subject. The files include folders on policy and procedures, budgets, quarterly reports, and circulars. In addition, there is background information concerning the use of PL 480 funds to finance book translation projects, the India Wheat Loan Education Exchange Program, and correspondence with CARE, Inc. There are also files on the 1964 Warsaw Book Fair and the Nizamiah Observatory Project in New Delhi. The records also include is a small country file relating to book exhibits that may possibly be identified as a separate series during archival processing.

WNRC Acc. No. 306-68A4933. Box 181-189. Lot 67D594.

PERMANENT. Transfer to the National Archives immediately.

PUBLICATIONS DIVISION/TRANSLATION BRANCH (ICS/PT)

**53. Field Correspondence Relating to the PL 480 Book Translation Program, 1943-1962. 5 ½ feet.**  
Arranged by country. These records include correspondence, cables, letters, operations memoranda, statistical reports, and other documentation concerning the use of PL 480 funds for book translation projects in specific countries. The PL 480 program authorized the use of foreign currencies accrued from the sale of surplus U.S. agricultural products to carry out textbook translation programs in the countries where the funds were generated.

WNRC Acc. No. 306-64A853. Box 79. Lot 64D161.

WNRC Acc. No. 306-65A175. Boxes 83-84. Lot 64D242.

WNRC Acc. No. 306-65A175. Box 82. Lot 64D217.

WNRC Acc. No. 306-65A175. Box 85. Lot 64D277.

WNRC Acc. No. 306-65A564. Box 69 (pt). Lot 64D458.

PERMANENT. Transfer to the National Archives immediately.

**54. Country File, 1943-1955. 7 feet.**

Arranged in alphabetical order by name of country. This series contains despatches and other records concerning the early years of the book translation program. The records include the period of transition when the program was transferred from the Department of State to the USIA.

WNRC Acc. No. 306-66A274. Boxes 73-79. Lot 65D50.

PERMANENT. Transfer to the National Archives immediately.

**55. Area Country Files, 1944-1966. 16 feet.**

Arranged primarily by region, there under by country. This series consists of correspondence and memoranda concerning the book translation program as it functioned in various countries. The files were maintained by area offices within the Publications Division and contain circulars, replies to circulars, memoranda, chronological correspondence files, and contracts.

WNRC Acc. No. 306-67A222. Boxes 90-91. Lot 66D37.

WNRC Acc. No. 306-68A4933. Boxes 195-203. Lot 67D364.

WNRC Acc. No. 306-69A3445. Box 124. Lot 68D158.

WNRC Acc. No. 306-69A3445. Boxes 125-128. Lot 68D129.

PERMANENT. Transfer to the National Archives immediately.

**56. Subject File, 1946-1962. 9 ½ feet.**

Arranged generally by subject. This series consists of correspondence with publishers, authors, private individuals and organizations, and government agencies concerning the book translation program. The records include correspondence, inter-office memoranda, and policy documents. There are also records of correspondence with Franklin Publishers Inc. concerning the approval of books to be translated and several folders of background information on the PL 480 program.

WNRC Acc. No. 306-65A564. Boxes 70-77. Lot 64D473.

WNRC Acc. No. 306-65A175. Box 86. Lot 64D277.

WNRC Acc. No. 306-65A564. Box 69 (pt). Lot 64D458.

PERMANENT. Transfer to the National Archives immediately.

**57. Publishers File, 1948-1955. 4 feet.**

Arranged in alphabetical order by name of publisher. These records

include letters and agreements with individuals and publishers concerning copyright, publication, and translation.

WNRC Acc. No. 306-65A564. Boxes 78-81. Lot 64D527.

Destroy immediately.

#### OFFICE OF PRIVATE COOPERATION (IOC)

The Office of Private Cooperation was responsible for stimulating, guiding, and coordinating efforts of USIA to obtain the fullest possible use of the contributed services and facilities of non-governmental agencies and groups to further the objectives of the U.S. information program. The office worked with private agencies such as business, industrial, fraternal, and non-profit groups having interests and capabilities in creating understanding abroad of U.S. aims. IOC was abolished effective July 1, 1967, as part of an economy and efficiency movement within USIA. Its functions were absorbed by the Office of Policy and Research (IOP) and by the Information Center Service (ICS).

#### **58. Records Relating to the Donated Books Program, 1962-1966. 3 feet.**

Arranged primarily by subject in a rough alphabetical order. These records consist of the office files of the Office of Private Resources, including cables, memoranda, correspondence with publishers, and a chronological file relating to the donated books program.

WNRC Acc. No. 306-70A4044. Boxes 34-36. Lot 68D185.

PERMANENT. Transfer to the National Archives immediately.

**RECOMMENDATION TO THE ARCHIVIST ON RECORDS  
DISPOSITION REQUEST**

NO: NI-306-98-3

Item Count: 58

**SUMMARY**

The Department of State submits this schedule to reflect NARA's appraisal of unscheduled records retired by the Office of Information Centers Service (ICS) of the United State Information Agency (USIA). The merger of most USIA functions into the Department of State in 1999, left the Department with the responsibility for handling legacy records of those programs. USIA was established on August 1, 1953 and the new agency inherited all of the international information activities of the Department of State that were being performed by the semi-autonomous International Information Administration (IIA). One program in the new agency was designated as the Information Centers Service (ICS) which operated until April 1, 1978, when USIA was abolished and replaced by the International Communication Agency (ICA). The Information Centers Service planned, directed, and supported USIA programs for the dissemination overseas of information through its information centers and libraries; through binational centers and indigenous organizations such as foreign libraries, universities, and similar institutions; through the distribution of American books and other publications, and the publications overseas of translated books; through English teaching; music programs, exhibits, lectures, discussions, and other general programs and cultural activities. Those records of the following organizations that warrant permanent preservation are designated for transfer to the National Archives. All other records are designated for destruction: OFFICE OF THE DIRECTOR AND THE ASSISTANT DIRECTOR (ICS), the ASSISTANT DIRECTOR FOR OPERATIONS, the POLICY AND PLANNING STAFF, the INFORMATION MEDIA GUARANTY PROGRAM, the ENGLISH TEACHING DIVISION, the BIBLIOGRAPHIC DIVISION, the CULTURAL OPERATIONS DIVISION, the PROGRAM SERVICES BRANCH, the MUSIC BRANCH, the geographic branches, the EXHIBITS DIVISION, the PUBLICATIONS DIVISION, and the OFFICE OF PRIVATE COOPERATION. All retention periods are adequate from the standpoint of governmental accountability and the protection of legal rights.

I recommend approval of this job.

We received no requests for this schedule and associated appraisal.

**RECOMMENDATION**

- 1. APPROVED FOR DISPOSAL. The records described under all items of the schedule, except those that may be listed in blocks 2, 3, and 4 of this section, are disposable because they do not, or will not after the lapse of the period specified, have sufficient administrative, legal, research or other value to warrant their continued preservation by the Government.
- 2. APPROVED FOR PERMANENT RETENTION. The records described under the following item or items have been appraised by the National Archives and Records Administration (NARA) and are determined to have sufficient historical or other value to warrant their continued preservation by the United States Government. The agency will transfer these records to the National Archives as specified. **Items 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 20, 21, 22, 23, 24, 25, 26, 27, 32, 34, 35, 36, 37, 38, 39, 40, 41, 44, 45, 46, 48, 51, 52, 53, 54, 55, 56, and 58.**
- 3. DISPOSITION NOT APPROVED. The records described under the following item or items are not approved for disposition.
- 4. WITHDRAWN. The records described under the following item or items have been withdrawn at the request of the agency and/or NARA.

**FEDERAL REGISTER NOTICE**

Not required.

Required — Publication Date: 6/29/05  
Copies Requested: 0  
Comments Received: 0

SIGNATURES	TITLE	SIGNATURE	DATE
Appraisal	Appraiser	<i>David Alamy</i>	8/7/05
	NWML	<i>Paul M. Wislizenus</i>	08-18-2005
	NWM	<i>Paul M. Wislizenus</i>	08-18-2005
CONCURRENCES	NW	<i>Michael J. ...</i>	8-19-05

May 16, 2005

Margaret G. Peppe  
Chief, A/RPS/IPS/PP  
SA-2, Room 6073  
Department of State  
515 22<sup>nd</sup> St NW  
Washington, DC 20522

Dear Ms. Peppe:

The National Archives and Records Administration has completed an appraisal of selected records formerly in the custody of the United States Information Agency located in the Washington National Records Center (WNRC). The records fall into two groups. The first covers records of Department of State predecessor organizations transferred to USIA in 1953. The second covers records that originated in the USIA Office of Information Center Service (ICS) and related organizations. We have determined that most of the records warrant transfer to the National Archives while some should be destroyed.

For your convenience, I have prepared an SF 115, Request for Records Disposition Authority, to cover each group of records. If Department agrees please complete block 6, sign, date, and return the original form plus one copy to me within 30 days of the date of this letter. I can be reached on 301-713-7110 x235 if you have any questions.

Sincerely,

DAVID A. LANGBART  
Life Cycle Management Division

Enclosures

Official File-NWML  
Reading File-NWML

cc: Langbart  
    Job File N1-306-98-3  
    Job File N1-59-05-407

doc: s:\correspondence\1306983.letter

file: 1301-1a DEPARTMENT OF STATE

Drafted by: Langbart

Dl/sg/05/16/05



# National Archives and Records Administration

Washington National Records Center  
4205 Suitland Road  
Suitland, MD 20746-8001

Date : March 18, 2005

Reply to  
Attn of : NWMWA

Subject : Comments on appraisal report for NI-306-98-3-1

To : NWML  
Attn: David Langbart

We have no comments about this appraisal. We verified the accession, box, and lot numbers. We did see four typos in the lot numbers. They are:

Page 12, Item 22. Acc. No. 306-65A175, Boxes 87, 88, 91, 92  
Lot 64D2 2 should be Lot 64D202

Page 21, Item 42. Acc. No. 306-68A4933, Box 138  
Lot 67D 47 should be Lot 67D 47

Page 22, Item 45 Acc. No. 306-63A190, Box 359  
Lot 58D should be Lot 58D

Page 22, Item 45 Acc. No. 306-63A190, Box 376  
Lot 59D 88 should be Lot 59D 88

JUDITH A. BARNES  
Chief, Accession and Disposal Branch



# *National Archives and Records Administration*

8601 Adelphi Road  
College Park, Maryland 20740-6001

Date: March 10, 2005  
To: David Langbart - NWML  
From: Marvin F. Russell - NWCTC  
Subject: N1-306-98-3-P

NWCTC concurs in this appraisal. It appears to do a thorough and complete job of describing the series it covers and justifying their proposed dispositions.

A handwritten signature in cursive script, appearing to read "Marvin F. Russell".

MARVIN F. RUSSELL  
Project Manager, Civilian Records  
Textual Archives Services Division





# National Archives and Records Administration

8601 Adelphi Road  
College Park, Maryland 20740-6001

Date : March 8, 2005

ok DLT  
3/9/05

Reply to

Attn of : Mary Kay Schmidt, NWMD

Subject : Appraisal of records covered by N1-306-98-3-P

To : David Langbart, NWML *re: 100-10100*

I reviewed Bill Fischer's appraisal of the unscheduled records of the Office of Information Center Service of the United States Information Agency (USIA). The appraisal is thoughtful, thorough, and well-written, and I concur with all of Bill's recommendations for permanent and temporary records. These records will fill a major gap in NARA's holdings of USIA records and nicely complement the records of the USIA Historical Collection and other existing series.

*Mary Kay Schmidt*

MARY KAY SCHMIDT

Archivist

Initial Processing and Declassification Division

# National Archives at College Park



8601 Adelphi Road College Park, Maryland 20740-6001

Date: February 18, 2005

From: William P. Fischer, NWML (Trainee)

Subject: Appraisal of records covered by N1-306-98-3-P

To: NWML

DAL  
2/18/05

This appraisal covers unscheduled records retired by the Office of Information Center Service (ICS) of the United State Information Agency (USIA). Brenda Kepley (NWCTB) began this project as part of the Washington National Records Center (WNRC) End of the Century Project. She finished the initial review of the records but completion of the project was delayed by USIA's declassification review of the records. The USIA removed the records from the WNRC in order to conduct their declassification review, which prevented Kepley's final analysis of the records. I completed the review of the records in February 2005 and prepared the final appraisal memo.

The USIA was established on August 1, 1953 and the new agency inherited all of the international information activities of the Department of State that were being performed by the semi-autonomous International Information Administration (IIA) with the exception of the International Education Exchange Service. The information activities included the International Information Center Service (ICS), which was redesignated as the Information Center Service (ICS). The Information Center Service functioned as a major program of the USIA from August 1, 1953 until the USIA was abolished on April 1, 1978. The foreign information and binational center programs directed by the Information Center Service were transferred to the International Communication Agency (ICA) and operated by the Office of Cultural Centers and Resources of the ICA.

The Information Center Service planned, directed, and supported USIA programs for the dissemination overseas of information through its information centers and libraries; through binational centers and indigenous organizations such as foreign libraries, universities, and similar institutions; through the distribution of American books and other publications, and the publications overseas of translated books; through English teaching; music programs, exhibits, lectures, discussions, and other general programs and cultural activities.

This appraisal is primarily organized according to the major ICS organizational units, and the permanent records are recommended for accessioning into RG 306, Records of the United States Information Agency. However, there are several series of permanent records covered by this appraisal that were created by predecessor elements of the ICS in the

Department of State. These records are identified in the appraisal and should be accessioned into RG 59, General Records of the Department of State.

**I. RG 59**

**DEPARTMENT OF STATE  
ASSISTANT SECRETARY FOR PUBLIC AFFAIRS (P)  
OFFICE OF EDUCATIONAL EXCHANGE (OEX)  
DIVISION OF LIBRARIES AND INSTITUTES (ILI)**

The Division of Libraries and Institutes (ILI) furnished educational, scientific, and cultural information and materials for distribution through its libraries and cultural centers maintained abroad. The Division also assisted in the recovery of artistic and historic arts and monuments looted or confiscated from war areas.

**1. Subject Files of the Division Chief (Lawrence S. Morris), 1944-1951. 5 feet.**

WNRC Acc. No. 306-63A190. Boxes 304-308. Lot 53D445.

Arranged by subject. These records consist of information statements, progress reports, correspondence, policy papers, instructions, memos, and other records relating to the Division of Libraries and Institutes (ILI). The files concern ILI policies, committees, personnel, foreign scholarship programs, book selection policies, and office organization and procedures.

I recommend that these records be scheduled for immediate transfer to the National Archives for accessioning into RG 59. These files contain unique and important records relating to the work and activities of the Division of Libraries and Institutes and will serve as a valuable complement to other permanent files of the Department of State.

**2. Records Relating to Overseas Library Book Procurement, 1944-1949. 3 inches.**

WNRC Acc. No. 306-63A190. Box 309 (pt). Lot 54D197.

Arranged by subject. These records relate to the establishment of overseas libraries during the post-World War II period and to the Division's book and periodical procurement policies concerning these libraries. The records include: one 1949 bound report of educational exchange activities by country; one 1947 copy of the periodical subscription policy; monthly reports from foreign posts; letters; and bibliographies.

records contain background information on the history of the Information Center Service. The records include legislative histories, correspondence and memoranda to and from all ICS offices and divisions, copies of USIA agreements, documentation on ICS book publishing programs, exhibits and other initiatives, and budget and fiscal reports.

I recommend that these records be scheduled for immediate transfer to the National Archives. These records contain vital information about the history and organization of the ICS and warrant permanent preservation in the National Archives.

**11. Records Relating to Advisory Committees, 1950-1967. 5 feet.**

WNRC Acc. No. 306-68A4933. Box 105. Lot 67D437.

WNRC Acc. No. 306-66A1129. Boxes 80-82. Lot 65D389.

WNRC Acc. No. 306-68A1415. Box 119. Lot 67D370.

These records are administrative files relating to the work of ICS advisory committees. The records include membership files, meeting files, minutes, function statements, correspondence, and some photographs. The records relate to the following committees: Advisory Committee on Cultural Information; Advisory Committee on Books Abroad; English Teaching Advisory Panel; and the Music Advisory Panel.

I recommend that these records be scheduled for immediate transfer to the National Archives. These records contain unique and important information relating to the formation of U.S. public diplomacy in concert with non-governmental entities and warrant permanent preservation in the National Archives.

**POLICY AND PLANNING STAFF (ICS/PS)**

**12. Records of the Chief of the Policy and Planning Staff (Arthur Vogel Files), 1947-1955. 2 feet.**

WNRC Acc. No. 306-63A190. Boxes 347-348. Lot 57D55.

Arranged roughly by subject. These records concern meetings of the Committee on Books Abroad, ICS background information, reports on the Binational Center Program, binders containing country plans, and semi-annual field evaluation reports.

I recommend that these records be scheduled for immediate transfer to the National Archives. These records contain unique and important information about the early development of the ICS and warrant permanent preservation in the National Archives.

**13. Records Concerning the Colloquium of Islamic Culture (Sept. 1953), 1952-1955. 1 foot.**

WNRC Acc. No. 306-63A190. Box 333. Lot 55D477.

The Colloquium of Islamic Culture, sponsored by Princeton University and the Library of Congress in September 1953, brought together distinguished Muslim scholars who were visiting the United States at the time. These records were maintained by the Policy and Planning Staff. Arranged roughly by subject, this accession contains documentation concerning conference planning, proceedings, and effectiveness. Specific types of records include biographical information relating to participants, published proceedings, event programs, photographs, speeches, and correspondence.

I recommend that these records be scheduled for immediate transfer to the National Archives. These records contain unique information about early ICS activities relating to Islamic culture and warrant permanent preservation in the National Archives.

**14. Subject File of the Cultural Affairs Advisor, 1954-1957. 6 feet.**

WNRC Acc. No. 306-63A190. Boxes 388-389. Lot 60D310.

WNRC Acc. No. 306-63A190. Boxes 390-391. Lot 60D342.

WNRC Acc. No. 306-63A190. Box 392 (1 folder). Lot 60D372.

WNRC Acc. No. 306-63A190. Boxes 393-394. Lot 60D391.

Arranged primarily in alphabetical order by subject. These records constitute the subject file of the Cultural Affairs Advisor, Office of Policy and Planning. The files include records about the selection and duties of cultural affairs officers, the English Teaching Program, President's Fund activities, the Soviet cultural offensive, the ICS ideological program, and other matters. The records contain despatches, correspondence, memoranda, and other records concerning cultural affairs issues. In addition, there is a five volume study of USIA Operating Assumptions dated December 1954.

I recommend that these records be scheduled for immediate transfer to the National Archives. These records contain unique and important information relating to overall policymaking and the early organization of the ICS and warrant permanent preservation in the National Archives.

**15. President's Fund Files, 1954-1956. 6 inches.**

WNRC Acc. No. 306-63A190. Box 345 (pt.). Lot 57D54.

Arranged by subject. This file is closely related to the cultural affairs material described in item 13 of this appraisal. This file relates almost exclusively to ICS programs sponsored by the President's Fund, i.e. monies allocated to fund cultural programs abroad. These activities included performances by American orchestras, productions of American plays, and visits by noted musicians, actors, and athletes. Included are records concerning the Family of Man exhibit, the re-opening of the Vienna State Opera House in 1955, an English Teaching survey (1956), the 1956 Olympics, and the ICS ideological program.

I recommend that these records be scheduled for immediate transfer to the National Archives. These records contain unique and important information relating to ICS cultural affairs programs and warrant permanent preservation in the National Archives.

**16. Intelligence Reports and Evaluation Studies, 1951-1954. 3 feet.**

WNRC Acc. No. 306-63A190. Boxes 324-326. Lot 54D517.

Arranged by country or subject. These records contain intelligence reports and evaluation studies concerning the effectiveness of overseas information programs. The studies were prepared by the Evaluations Staff of the United States Information Administration (IIA/IEV) and referred to the ICS Office of Policy and Planning.

The series includes a report of the Soviet Union's use of books in its overseas propaganda programs; contract reports prepared for the ICS by the International Public Opinion Research Inc.; studies on the political situation in foreign countries and on the effectiveness of United States Information Service program in various countries.

I recommend that these records be scheduled for immediate transfer to the National Archives. These records document the information assessment efforts of the United States Information Administration and the United States Information Agency and warrant permanent preservation in the National Archives.

**INFORMATION MEDIA GUARANTY PROGRAM (ICS/IMG)**

The Information Media Guaranty Program was created under the authority of Title I of the Foreign Assistance Act of 1948 (PL 472). By the authority of Executive Order 10368, June 30, 1952, the IMG program was transferred from the Economic Cooperation Administration to the International Information Administration of the Department of State. It later came under the jurisdiction of the Information Center Service of the United States Information Agency. The IMG program provided for the conversion of foreign currencies into U.S.

dollars that were earned abroad by U.S. producers of informational media, including books, audio recordings, and motion picture films.

**17. Subject File of the Chief of the Information Media Guaranty Division, 1958-1972. 4 feet.**

WNRC Acc. No. 306-75-24. Boxes 1-4. Lot 74D123.

Arranged by subject. These records document the background, development, policies, and liquidation of the Information Media Guaranty program from approximately 1958-1972. The series includes correspondence with the Director of the USIA, legislative and background information, lists of approved and disapproved authors, copies of contracts and agreements with foreign countries, policy papers, and IMG study group reports.

I recommend that these records be scheduled for immediate transfer to the National Archives. This series contains unique and important documentation on the development and liquidation of the IMG program.

**18. Records of the Information Media Guaranty Fiscal Branch, 1948-1953. 2 feet.**

WNRC Acc. No. 306-61A502. Boxes 1-2. Lot 56D86.

These records deal almost exclusively with the IMG's motion picture film program. They contain correspondence with members of the motion picture industry; correspondence, minutes of meetings, and other records relating to the Motion Picture Committee established for the purpose of review of motion picture films; an alphabetical file of reviews of motion picture films; and film ratings by the Legion of Decency, the Protestant Film Commission, the General Federation of Women's Clubs, and the British Film Institute. It also contains records concerning House and Senate hearings, staff reports, news clippings, and other records.

I recommend that these records be scheduled for immediate transfer to the National Archives. These records complement Information Media Guaranty records covered by other items of this appraisal and warrant permanent preservation in the National Archives.

**19. Records of the Information Media Guaranty Division, 1952-1967. 8 feet.**

WNRC Acc. No. 306-68A6356. Boxes 1-8.

These records consist of the divisional files of the IMG program for the coverage period.

The records contain copies of agreements with countries, IMG issuances, evidence of effectiveness, correspondence with members of the motion picture and publishing industries, and other records. They also contain a country file of correspondence and memoranda concerning proposed IMG programs in various countries; an IMG chronological file; an IMG Director's file; and a subject file consisting of despatches, review board correspondence, and reports to Congress.

I recommend that these records be scheduled for immediate transfer to the National Archives. These records contain unique and important documentation on the operation of the IMG program.

### **RECORDS OF THE ENGLISH TEACHING DIVISION (ICS/T)**

The English Teaching Division was responsible for the USIA's worldwide English teaching program. The division goal was to increase the ability of foreign populations to read English language publications or listen to English language broadcasts. The Division developed teaching materials directly or produced other materials on contract. The English teaching program was established during World War II when binational centers were introduced in Latin America.

#### **20. Subject Files, 1943-1956. 4 ½ feet.**

WNRC Acc. No. 306-63A190. Box. 337. Lot 56D159.  
WNRC Acc. No. 306-61A502. Boxes 3-5. Lot 56D189.  
WNRC Acc. No. 306-63A190. Box 335 (1 folder). Lot 55D515.  
WNRC Acc. No. 306-63A190. Box 327 (pt). Lot 55D461.

Arranged by subject. These records contain policy and issue papers concerning English teaching abroad. The records also include correspondence and memoranda, seminar materials, foreign language texts, training materials, seminar reports on intensive courses for teaching English in Latin America and the Far East, 1946-1950, quarterly reports of field post activities from Brazil, Colombia, Haiti, and Thailand, 1950-1963, and a folder on the Joint Committee on English Teaching, 1943.

I recommend that these records be scheduled for immediate transfer to the National Archives. These files contain unique and important documentation on the development of the English teaching program, including the transition from the Department of State to the Information Center Service.

#### **21. Miscellaneous Subject Files, 1956-1963. 8 feet.**



WNRC Acc. No. 306-68A1415. Boxes 165-168, 170, 172. Lot 66D475.  
WNRC Acc. No. 306-65A175. Boxes 89-90. Lot 64D262.

Arranged by subject and chronologically. The subject files contain materials on the binational centers, conferences on English teaching, seminar reports, and field trip reports. Included are despatches, correspondence, memoranda, as well as sets of domestic field circulars, and chronological files.

I recommend that these records be scheduled for immediate transfer to the National Archives. These files contain unique and important documentation about the organization and function of the English teaching program.

**22. Country Files, 1956-1968. 10 feet.**

WNRC Acc. No. 306-68A1415. Boxes 163, 164, 169, 171. Lot 66D475.  
WNRC Acc. No. 306-65A175. Boxes 87, 88, 91, 92. Lot 64D272.  
WNRC Acc. No. 306-70A4044. Boxes 39-40. Lot 69D103.

Arranged by region, there under by country. These records include memorandums, airgrams, reports, operations memorandums, despatches, and other material related to the program activities of the English Teaching Program. However, several boxes also contain routine administrative records such as book orders, shipping notices, receipts, etc.

I recommend that these records be scheduled for immediate transfer to the National Archives. These files contain unique and important documentation about the activities of the English teaching program around the world and complement other records appraised as permanent in this appraisal memo. However, it is recommended that routine administrative records such as book orders, shipping notices, receipts, etc. be removed from the records during archival processing, particularly for boxes 169 and 171.

**23. Country Files, 1956-1968. 2 feet.**

WNRC Acc. No. 306-70A4044. Boxes 41-42. Lot 69D315.

Arranged by region, there under by country. These boxes contain routine administrative records such as book orders, shipping notices, receipts, and related material.

I recommend that these records be scheduled for immediate destruction. These records are of a routine nature and do not contain significant historical value. They do not warrant

permanent preservation in the National Archives.

**24. Administrative and Program Files, 1965-1967. 3 feet.**

WNRC Acc. No. 306-69A3445. Boxes 131. Lot 68D37.  
WNRC Acc. No. 306-70A4044. Boxes 37-38. Lot 69D103.

Arranged by subject. This series contains policy memos and other materials relating to the administration of the English teaching program. The records include correspondence with other agencies such as the Peace Corps and the Agency for International Development; correspondence with English teaching advisory panels and other associations; memoranda; reports of "evidence of effectiveness," and memoranda to and from the English Teaching Division and the Director's office.

I recommend that these records be scheduled for immediate transfer to the National Archives. These records contain unique and important documentation on the administration of the English teaching program.

**25. Records Relating to Book Program Development, 1960-1969. 7 feet.**

WNRC Acc. No. 306-72A4904. Boxes 33-39. Lot 70D131.

Arranged roughly by name of project, there under by subject. This series contains files relating to the development of English teaching materials, including textbooks, films, and study units. The records also include contract records, proposals, minutes of meetings, photographs, as well as drafts and manuscripts of English teaching study units. The series gives a sense of the types of topics developed for the English teaching program (study units on President Kennedy, Eleanor Roosevelt, Robert Frost) as well as different materials and techniques used for teaching English.

I recommend that these records be scheduled for immediate transfer to the National Archives. These records contain unique and important information relating to the development of the English teaching program.

**RECORDS OF THE BIBLIOGRAPHIC DIVISION (ICS/B)**

The Bibliographic Division was responsible for reviewing and selecting books for ICS libraries and as gifts for foreign leaders and scholars. The selections made by the Bibliographic Division reflect the policies and ideas supported by ICS activities overseas.

**26. Bibliographic Division Historical File, 1946-1963. 6 feet.**

WNRC Acc. No. 306-68A4933. Boxes 114-119. Lot 67D601.

Arranged by subject in rough chronological order. The records include files on policy issues, memoranda to ICS offices and divisions, documentation of book policy and procedures, bibliographies, and book appraisals. There are folders containing correspondence and memoranda to and from book publishers and files relating to the McCarthy hearings and "anti-Communist materials."

I recommend that these records be scheduled for immediate transfer to the National Archives. These records contain unique and important information about the development of U.S. public diplomacy during the early period of the Cold War.

**27. Subject File, 1959-1967. 3 feet.**

WNRC Acc. No. 306-71A2101. Box 135. Lot 69D504.

WNRC Acc. No. 306-72A4932. Box 20. Lot 71D378.

WNRC Acc. No. 306-72A4932. Box 19. Lot 71D395.

Arranged alphabetically by subject. These records include information about major topics of concern to the Bibliographic Division, particularly in the area of book publishing and the production and distribution of "Blue Books" (lists of books for use abroad). The records also include field messages, correspondence, memoranda, and reports. There are folders containing book lists, book appraisals, policy and procedures, and correspondence to and from authors. There are also monthly statistical reports, 1961-1967.

I recommend that these records be scheduled for immediate transfer to the National Archives. These records contain unique and important information about the development of U.S. public diplomacy during the early period of the Cold War.

**28. Chronological Correspondence File, 1955-1960. 1 foot.**

WNRC Acc. No. 306-65A175. Box 38. Lot 64D267.

Arranged by year, there under chronologically. The file includes letters received and copies of letters and memoranda sent to publishers concerning subscriptions, book reviews, recommendations of books from the general public, and the analysis of books. The records also include four folders of monthly reports for the period 1955-1959.

I recommend that these records be scheduled for immediate transfer to the National Archives. These records contain unique and important information about the development of U.S. public diplomacy during the early period of the Cold War.

**29. Book Lists and Book Appraisals, 1953-1965. 2 feet.**

WNRC Acc. No. 306-68D4933. Boxes 112-113. Lot 65D381.

These records include: a record set of the Bibliographic Division's "Blue Books" (Books Recommended for the Overseas Program), 1953-1964; Subject Bibliographies, 1954-1965; Special Lists of Recommended Books, 1961-1965; and Current Books Recommended for USIS, 1954-1965. Box 112 also contains fifteen rolls of 35 mm negative microfilm and ten rolls of 16 mm negative microfilm of the Bibliographic Divisions' central book appraisal file, 1953-1964.

I recommend that these records be scheduled for immediate transfer to the National Archives. The book appraisals and recommendations were central to the work of the Bibliographic Division and reflect the views and ideas promoted by the ICS overseas programs. These records contain unique and important information about the development of U.S. public diplomacy during the early period of the Cold War.

**CULTURAL OPERATIONS DIVISION (ICS/C)**

The Cultural Operations Division, formerly called the Centers Operations Division, assisted the USIA's libraries and binational centers abroad in their day-to-day functions. The Division assisted the Information Centers in acquiring books, periodicals, music, films, equipment, and other materials necessary to conduct ICS programs. The Division was composed of five area branches. The branches were: Africa, Europe, Latin America, Near East and South Asia, and East Asia and Pacific.

**30. Miscellaneous Subject File, 1946-1953. 1 foot.**

WNRC Acc. No. 306-63A190. Box 334. Lot 55D503.

Arranged by subject. These files consist of background materials relating to the overseas library program. The records include: budget material, 1951; fiscal records, 1947-1949; a briefing book on the Lima Cultural Conference, Nov. 1951; and monthly reports. There is also a two volume printed report on binational and multinational cooperation in Germany.

I recommend that these records be scheduled for immediate transfer to the National

Archives. These records contain unique and important information documenting the early policy development of the library program and are closely related to later documentation of the Cultural Operations Division.

**31. Records Relating to the McCarthy Hearings, 1948-1955. 2 feet.**

WNRC Acc. No. 306-61A502. Boxes 6-7. Lot 56D581.

Arranged by subject. These records document Information Center Service responses to inquiries from Congress concerning overseas information programs, particular the use of books by Communist authors. There are memoranda of conversations, copies of directives regarding book selection, and memoranda regarding the work of various authors. In addition, the records also include circulars and replies to circulars concerning the withdrawal of books from Information Centers abroad and folders relating to the overseas trips of ICS directors.

I recommend that these records be scheduled for immediate transfer to the National Archives. These records contain unique and important documentation on the impact of the McCarthy hearings on the ICS.

**32. Records Relating to Binational Center Grantee Orientation, 1956-1959. 1 foot.**

WNRC Acc. No. 306-63A190. Box 395. Lot 60D435.

These records document the grantee training orientation program relating to binational centers. The files include memoranda, agendas, schedules, and lists of trainees. The training concerned the function and operation of the binational centers, protocol, and other matters.

I recommend that these records be scheduled for immediate destruction. Although these records document training provided by the ICS to foreign nationals, they are not of significant historical value to warrant permanent preservation by the National Archives.

**PROGRAM SERVICES BRANCH (ICS/CP)**

The Program Services Branch made purchases for supplies and equipment needed by the ICS centers and procured government documents, periodicals, books, and publications for use overseas.

**33. Purchase Orders and Shipping Notices, 1959-1965. 20 feet.**

WNRC Acc. No. 306-65A1075. Boxes 133-141. 64D43.  
WNRC Acc. No. 306-67A222. Boxes 71-76. Lot 65D544.  
WNRC Acc. No. 306-68A4933. Boxes 143-147. Lot 67D476.

Arranged primarily in alphabetical order by country. These records consist mainly of purchase orders, requisitions, and green and pink copies of shipping notices (with attached requests from ICS posts). The records also include blue copies of GPO "Deposit Order Blanks" for shipment of government publications and white copies of Operation Memoranda relating to orders and receipt of government publications. Box 138 of Accession 65A1075 contains two folders (3 inches) relating to the India Stamp Program consisting of routine information and notices, as well as a 1st Day issue 4-cent Ghandi commemorative stamp (Jan. 26, 1961) and a 1st day commemorative program.

I recommend that these records be scheduled for immediate destruction. These records are of a routine nature and do not contain significant historical value. They do not warrant permanent preservation by the National Archives.

**34. Distribution Sheets and Shipping Notices, 1950-1956. 1 foot.**

WNRC Acc. No. 306-63A190. Box 352. Lot 57D371.

This accession contains copies of printed forms showing the title of publication, total number of copies, and the number distributed to each post. These records are of a routine and administrative nature. I recommend that these records be scheduled for immediate destruction.

**35. Subject Files, 1952-1954. 2 inches.**

WNRC Acc. No. 306-63A190. Box 327 (pt). Lot 55D359.

A small portion of box 327 contains records relating to periodical subscriptions.

I recommend that the two inches of records described in this item for box 327 be scheduled for immediate destruction. These records are of a routine administrative nature and do not warrant permanent preservation by the National Archives.

**CULTURAL OPERATIONS DIVISION, MUSIC BRANCH (ICS/CM)**

The Music Branch selected music for use at overseas posts and centers and obtained rights

for the performance of American plays and the showing of American films about American composers to be shown in centers or by private groups abroad.

**36. Subject Correspondence File, 1956-1961. 2 ½ feet.**

WNRC Acc. No. 306-64A536. Boxes 100, 101, 102 (pt). Lot 63D297.

Arranged by subject. These records include correspondence with musicians and composers, music organizations, orchestras, and members of the music and recording industries. There are records relating to the Music Advisory Panel, the Advisory Committee of Cultural Information, the President's Fund, and UNESCO projects, as well as statistical reports (FY 1958-1959), budget calls, and estimates (FY 1958-1961).

I recommend that these records be scheduled for immediate transfer to the National Archives. These records document important aspects of the cultural operations of the USIA and warrant permanent preservation in the National Archives.

**37. Orders and Requisitions, 1956-1961. 1 ½ feet.**

WNRC Acc. No. 306-64A536. Boxes 102 (pt) and 103. Lot 63D297.

Arranged by year, there under by type of order. These files consist of copies of print music orders, record orders, and requisitions. I recommend that the portion of box 102 described under this item and all of box 103 be scheduled for immediate destruction. These records are of a routine administrative nature and do not warrant permanent preservation in the National Archives.

**38. Country File, 1951-1961. 8 feet.**

WNRC Acc. No. 306-63A190. Box 383. Lot 59D458.

WNRC Acc. No. 306-64A853. Boxes 64-70. Lot 63D253.

Arranged by region, there under by country. These records contain field communications and reports of music activities abroad. The records also include folders containing reports and evidence of effectiveness, cables and program notes, with some photographs, brochures, and posters. There is a set of the newsletter *American Music*, which was published by the USIS in London and Vienna for the period 1957-1962 and circulars, 1954-1960.

I recommend that these accessions be scheduled for immediate transfer to the National Archives. These records document important aspects of the cultural operations of the USIA

and warrant permanent preservation in the National Archives.

**CULTURAL OPERATIONS DIVISION/EUROPEAN BRANCH (ICS/CE)**

**39. Subject File, 1949-1958. 5 feet.**

WNRC Acc. No. 306-63A190. Box 342-344. Lot 56D462.

WNRC Acc. No. 306-63A190. Box 360-361. Lot 58D479.

Arranged by subject. These records include action copies of despatches, correspondence, annual evaluation reports, and policy memoranda. There are files on ICS policy in post-war Germany and Austria, book selection guidance, statistical reports, and records relating to the U.S. High Commission for Germany.

I recommend that these records be scheduled for immediate transfer to the National Archives. These records contain unique and important information about the development of U.S. public diplomacy in Europe and warrant permanent preservation in the National Archives.

**40. Country Files, 1949-1964. 38 feet.**

WNRC Acc. No. 306-63A190. Box 327 (pt). Lot 55D294.

WNRC Acc. No. 306-63A190. Box 318 (pt). Lot 54D327.

WNRC Acc. No. 306-63A190. Boxes 330-331. Lot 55D325.

WNRC Acc. No. 306-63A190. Boxes 350. Lot 57D358.

WNRC Acc. No. 306-63A190. Box 378. Lot 59D362.

WNRC Acc. No. 306-63A368. Boxes 18-23. Lot 60D483.

WNRC Acc. No. 306-65A1075. Boxes 111-116. Lot 61D274.

WNRC Acc. No. 306-65A1075. Boxes 105-110. Lot 62D265.

WNRC Acc. No. 306-66A1129. Boxes 55-59. Lot 64D407.

WNRC Acc. No. 306-66A1129. Boxes 60-64. Lot 65D463.

WNRC Acc. No. 306-68A4933. Boxes 124-129. Lot 67D356.

Arranged by time period, there under by country. These records include reports, replies to circulars, country background information, evidence of effectiveness, studies, and correspondence and memoranda concerning the ICS program.

I recommend that these records be scheduled for immediate transfer to the National Archives. These records contain unique and important information about the development of U.S. public diplomacy in Europe and warrant permanent preservation in the National Archives.



**CULTURAL OPERATIONS DIVISION/AFRICA BRANCH (ICS/CA)**

**41. Country Files, 1959-1965. 19 feet.**

WNRC Acc. No. 306-68A1415. Boxes 122-126. Lot 63D236.  
WNRC Acc. No. 306-65A564. Boxes 58-60. Lot 64D386.  
WNRC Acc. No. 306-66A1129. Boxes 52-54. Lot 65D328.  
WNRC Acc. No. 306-68A1415. Boxes 127-130. Lot 66D270.  
WNRC Acc. No. 306-68A4933. Boxes 120-123. Lot 67D429.

Arranged by time period, there under by country. These records include reports, replies to circulars, country background information, evidence of effectiveness, studies, and correspondence and memoranda concerning the ICS program. The boxes also contain a large volume of shipping notices, book orders, requisitions, procurement files, and equipment and supply files.

I recommend that these records be scheduled for immediate transfer to the National Archives. These records contain unique and important information about the development of U.S. public diplomacy in Africa and warrant permanent preservation in the National Archives. However, it is recommended that routine administrative records such as shipping notices, book orders, requisitions, procurement files, and equipment and supply files, etc. be removed from the records during archival processing. These records are of a routine administrative nature and do not warrant permanent preservation in the National Archives.

**CULTURAL OPERATIONS DIVISION/LATIN AMERICA BRANCH (ICS/CL)**

**42. Country Files, 1949-1966. 23 feet.**

WNRC Acc. No. 306-63A190. Box 309 (pt). Lot 54D74.  
WNRC Acc. No. 306-63A190. Box 327 (pt). Lot 55D172.  
WNRC Acc. No. 306-63A190. Box 351. Lot 57D359.  
WNRC Acc. No. 306-63A190. Box 349. Lot 57D71.  
WNRC Acc. No. 306-63A190. Box 357. Lot 58262.  
WNRC Acc. No. 306-63A190. Box 358. Lot 58D263.  
WNRC Acc. No. 306-63A190. Box 379. 59D388.  
WNRC Acc. No. 306-63A190. Box 380. 59D390.  
WNRC Acc. No. 306-63A190. Box 381. 59D391.  
WNRC Acc. No. 306-63A190. Boxes 396-397. 60D437.  
WNRC Acc. No. 306-63A190. Boxes 412-413. 61D467.  
WNRC Acc. No. 306-63A190. Boxes 414-416. 61D315.

WNRC Acc. No. 306-67A222. Boxes 69-70. Lot 67D264.  
WNRC Acc. No. 306-68A4933. Box 138. Lot 67D347.  
WNRC Acc. No. 306-69A3445. Boxes 103-105. Lot 68D271.

Arranged by time period, there under alphabetically by country. The files include country background papers, quarterly and semi-annual statistical reports, evaluation and activity reports, budget memoranda, and correspondence and memoranda concerning the ICS program. The boxes also contain a large volume of shipping notices, book orders, requisitions, procurement files, and equipment and supply files.

I recommend that these records be scheduled for immediate transfer to the National Archives. These records contain unique and important information about the development of U.S. public diplomacy in Latin America and warrant permanent preservation in the National Archives. However, it is recommended that routine administrative records such as shipping notices, book orders, requisitions, procurement files, and equipment and supply files, etc. be removed from the records during archival processing. These records are of a routine administrative nature and do not warrant permanent preservation in the National Archives.

#### **CULTURAL OPERATIONS DIVISION/FAR EAST BRANCH (ICS/CF)**

##### **43. Country Files, 1948-1965. 50 feet.**

WNRC Acc. No. 306-63A190. Boxes 328-329. Lot 55D283.  
WNRC Acc. No. 306-63A190. Box 346. Lot 57D52.  
WNRC Acc. No. 306-63A190. Boxes 354a-c. Lot 57D394.  
WNRC Acc. No. 306-63A190. Box 377. Lot 59D323.  
WNRC Acc. No. 306-63A190. Boxes 405-406. Lot 60D461.  
WNRC Acc. No. 306-65A1075. Boxes 117-120. Lot 61D331.  
WNRC Acc. No. 306-63A791. Boxes 43-53. Lot 62D390.  
WNRC Acc. No. 306-65A175. Boxes 40-48. 64D285.  
WNRC Acc. No. 306-67A1306. Boxes 22-29. Lot 66D178.  
WNRC Acc. No. 306-68A4933. Boxes 130-137. Lot 67D541.

Arranged by time period, there under alphabetically by country. The files include country background papers, quarterly and semi-annual statistical reports, evaluation and activity reports, budget memoranda, and exhibit photographs. A portion of box 377 and box 354(a) also contain records of the Far East Branch Central Files. These records should be allocated to the series of ICS/CF Central Files during archival processing.

I recommend that these records be scheduled for immediate transfer to the National

Archives. These records contain unique and important information about the development of U.S. public diplomacy in the Far East and warrant permanent preservation in the National Archives.

**44. Central Files, 1958-1964. 5 feet.**

WNRC Acc. No. 306-65A1075. Box 121. Lot 61D331.  
WNRC Acc. No. 306-63A791. Box 54. Lot 62D390.  
WNRC Acc. No. 306-65A175. Box 49. Lot 64D285.  
WNRC Acc. No. 306-67A1306. Box 30. Lot 66D178.  
WNRC Acc. No. 306-68A1415. Box 139. Lot 67D127.

Arranged chronologically by year, there under by type of record. The records include correspondence files, progress reports, statistical reports, domestic and field circulars, highlights, policy and procedure files, and directives.

I recommend that these records be scheduled for immediate transfer to the National Archives. These records contain unique and important information about the development of U.S. public diplomacy in the Far East and warrant permanent preservation in the National Archives.

**CULTURAL OPERATIONS DIVISION/NEAR EAST BRANCH (ICS/CN)**

**45. Country Files, 1950-1966. 34 ½ feet.**

WNRC Acc. No. 306-63A190. Box 309 (pt.). Lot 53D457.  
WNRC Acc. No. 306-63A190. Box 323. Lot 54D466.  
WNRC Acc. No. 306-63A190. Box 335 (pt.). Lot 55D571.  
WNRC Acc. No. 306-63A190. Boxes 338-339 (pt). Lot 56D391.  
WNRC Acc. No. 306-63A190. Box 339 (pt.). Lot 56D357.  
WNRC Acc. No. 306-63A190. Box 345 (pt). Lot 57D35.  
WNRC Acc. No. 306-63A190. Box 353. Lot 57D389.  
WNRC Acc. No. 306-63A190. Box 359. Lot 58D47.  
WNRC Acc. No. 306-63A190. Box 376. Lot 59D788.  
WNRC Acc. No. 306-63A190. Box 398. Lot 60D456.  
WNRC Acc. No. 306-65A1075. Boxes 122-126. Lot 61D287.  
WNRC Acc. No. 306-63A368. Box 24-29. Lot 62D258.  
WNRC Acc. No. 306-64A853. Boxes 71-74. Lot 63D244.  
WNRC Acc. No. 306-66A1129. Boxes 65-67. Lot 65D354.  
WNRC Acc. No. 306-67A1306. Boxes 31-34. Lot 66D292.  
WNRC Acc. No. 306-68A4933. Boxes 139-142. Lot 67D523.

WNRC Acc. No. 306-69A3445. Boxes 106-109. Lot 68D275.

Arranged by time period, then under alphabetically by country. These records include country background papers, quarterly and semi-annual statistical reports, evaluation and activity reports, budget memoranda, and exhibit photographs.

I recommend that these records be scheduled for immediate transfer to the National Archives. These records contain unique and important information about the development of U.S. public diplomacy in the Near East and warrant permanent preservation in the National Archives.

**46. Shipping Notices, Book Orders, and Subscriptions, 1950-1966. 3 feet.**

WNRC Acc. No. 306-64A853. Boxes 75-77. Lot 63D244

These records include shipping notices, book orders, and subscriptions. I recommend that these records be scheduled for immediate destruction. These records are of a routine administrative nature and do not warrant permanent preservation in the National Archives.

**EXHIBITS DIVISION (ICS/E)**

The Exhibits Division coordinated the USIA's participation in international trade fairs, as well as the production and display of exhibits at USIA posts abroad.

**47. Project Files, 1956-1961. 4 feet.**

WNRC Acc. No. 306-65A1075. Boxes 142-145. Lot 63D230.

Arranged in numerical order by project number. These records include administrative and logistical records relating to exhibits, including shipping notices, queries, and requisitions. I recommend that these records be scheduled for immediate destruction. These records are of a routine administrative nature and do not warrant permanent preservation in the National Archives.

**48. Selected Project Files, 1957-1966. 1 foot.**

WNRC Acc. No. 306-69A6135. Box 84. Lot 69D11.

Arranged by project number. These records include non-routine program records relating to selected exhibits, such as the "Alliance for Progress," "America Elects a President," "Berlin

Green Week,” and the “U.S. Space Program.” The records include correspondence with developers, some design drawings and proposals, exhibit texts, and memoranda with State Department officials.

I recommend that these records be scheduled for immediate transfer to the National Archives. These records contain unique information about the USIA exhibits program and warrant permanent preservation in the National Archives.

**49. Records Relating to International Trade Fairs, 1958-1965. 8 feet.**

WNRC Acc. No. 306-66A1129. Boxes 84-86. 65D396.  
WNRC Acc. No. 306-68A4933. Boxes 148-152. 67D501.

Arranged alphabetically by subject or name of city. This series contains basic documentation concerning the ICS participation in International Trade Fairs. The records include: a chronological file, Feb 1956-December 1965; photographs, ca. 1964-65; correspondence with the Department of Commerce’s Office of International Trade Fairs; and folders on trade fairs in various cities.

I recommend that these records be scheduled for immediate transfer to the National Archives. These records document the activities of the Exhibits Division for the coverage dates and include photographic and textual records.

**50. International Trade Fair Project File, 1966-1968. 5 feet.**

WNRC Acc. No. 306-72A4932. Boxes 41-43. Lot 70D179.  
WNRC Acc. No. 306-72A4932. Boxes 44-45. Lot 70D302.

Arranged by project number. This series contains exhibit development files for exhibits in Bangkok, Thailand, Budapest, Hungary, Poznan, Poland, and Plovdiv, Bulgaria. The records include correspondence with corporations requesting contributions for exhibits, descriptions of exhibit components, and correspondence and despatches concerning telecommunication needs, language services, and routine matters. In addition, there are photographs of 1968 technology (computers, cameras, microfilm equipment).

I recommend that these records be scheduled for immediate transfer to the National Archives. These records contain unique information about the USIA exhibits program and warrant permanent preservation in the National Archives. These records also complement other records scheduled as permanent in this appraisal.

**51. Trade Fair Transaction File, 1966. 3 feet.**

WNRC Acc. No. 306-68A4933. Boxes 168-173. Lot 67D590.

This series contains bills of lading, requisitions, order forms, and routine correspondence with vendors and the Department of Commerce Office of International Trade Promotion. I recommend that these records be scheduled for immediate destruction. These records are of a routine administrative nature and do not warrant permanent preservation in the National Archives.

**PUBLICATIONS DIVISION/EDITORIAL BRANCH (ICS/PE)**

**52. Book Development Files, 1954-1965. 9 feet.**

WNRC Acc. No. 306-72A4904. Boxes 24-32. Lot 70D318.

Arranged by subject. This series contains records relating to the Publications Division's book development program. There are files containing chronological files (1962-1967), correspondence with members of Congress, and correspondence with authors and publishers. In addition, there are photographs, book proposals, manuscripts, page proofs, budget files and meeting files. Book topics include works relating to Communism, the Hungarian Revolution, the United Nations, Cuba, the Great Society, "Negro Leaders in the US," sports figures, and musicians.

I recommend that these records be scheduled for immediate transfer to the National Archives. These records present a comprehensive picture of the broad spectrum of book projects endorsed by the USIA and warrant permanent preservation in the National Archives.

**53. Low Priced Book Program Contract Correspondence File, 1955-1962. 5 feet.**

WNRC Acc. No. 306-68A4933. Boxes 190-194. Lot 68D86.

Arranged by contract number. This series consists of correspondence with a principal contractor (Feffer and Simons) and sub-contractors regarding the low priced book translation program. For each contract, the files include copies of the contract(s), correspondence, audit reports and accounting records, vouchers, and requisitions. The records also include folders concerning sub-contractors in various countries and translation programs for specific books.

I recommend that these records be scheduled for immediate destruction. These records are of a routine administrative nature and do not warrant permanent preservation in the National

Archives.

**54. Book Translation Packets, 1951-1956. 1 foot.**

WNRC Acc. No. 306-71P2101. Box 142. Lot 70D109.

Arranged in alphabetical order by name of publisher. This series contains signed agreements and related correspondence with book publishers regarding book translation projects. I recommend that these records be scheduled for immediate destruction. These records are of a routine administrative nature and do not warrant permanent preservation in the National Archives.

**PUBLICATIONS DIVISION/ACTIVITIES BRANCH (ICS/PEP)**

**55. Correspondence with Field and Publishers, 1959-1963. 1 foot.**

WNRC Acc. No. 306-66A1129. Box 87. Lot 65D329.

Arranged by type of correspondence. This series consists of correspondence with publishers and others about the selection of books for exhibits overseas. This file relates to upcoming publications, the "Fifty Books of the Year" exhibit sponsored by the American Institute of Graphic Arts, and a proposed model of an American bookshop to be displayed in several foreign cities.

I recommend that these records be scheduled for immediate transfer to the National Archives. These records document the selection and exhibit function of the Publications Division.

**56. Subject File, 1951-1966. 9 feet.**

WNRC Acc. No. 306-68A4933. Box 181-189. Lot 67D594.

Arranged by subject. The files include folders on policy and procedures, budgets, quarterly reports, and circulars. In addition, there is background information concerning the use of PL 480 funds to finance book translation projects, the India Wheat Loan Education Exchange Program, and correspondence with CARE, Inc. There are also files on the 1964 Warsaw Book Fair and the Nizamiah Observatory Project in New Delhi. The records also include a small country file relating to book exhibits that may possibly be identified as a separate series during archival processing.

I recommend that these records be scheduled for immediate transfer to the National Archives. These records contain unique and important information concerning the activities of the Publications Division and warrant permanent preservation in the National Archives.

**PUBLICATIONS DIVISION/TRANSLATION BRANCH (ICS/PT)**

**57. Field Correspondence Relating to the PL 480 Book Translation Program, 1943-1962. 5 ½ feet.**

WNRC Acc. No. 306-64A853. Box 79. Lot 64D161.  
WNRC Acc. No. 306-65A175. Boxes 83-84. Lot 64D242.  
WNRC Acc. No. 306-65A175. Box 82. Lot 64D217.  
WNRC Acc. No. 306-65A175. Box 85. Lot 64D277.  
WNRC Acc. No. 306-65A564. Box 69 (pt). Lot 64D458.

Arranged by country. These records include correspondence, cables, letters, operations memoranda, statistical reports, and other documentation concerning the use of PL 480 funds for book translation projects in specific countries. The PL 480 program authorized the use of foreign currencies accrued from the sale of surplus U.S. agricultural products to carry out textbook translation programs in the countries where the funds were generated.

I recommend that these records be scheduled for immediate transfer to the National Archives. These records contain unique and important information concerning the PL 480 Book Translation Program and warrant permanent preservation in the National Archives

**58. Country File, 1943-1955. 7 feet.**

WNRC Acc. No. 306-66A274. Boxes 73-79. Lot 65D50.

Arranged in alphabetical order by name of country. This series contains despatches and other records concerning the early years of the book translation program. The records include the period of transition when the program was transferred from the Department of State to the USIA.

I recommend that these records be scheduled for immediate transfer to the National Archives. These records contain unique and important information concerning the development of the Book Translation Program and complement other records scheduled as permanent in this appraisal. These records warrant permanent preservation in the National Archives.



**59. Area Country Files, 1944-1966. 16 feet.**

WNRC Acc. No. 306-67A222. Boxes 90-91. Lot 66D37.  
WNRC Acc. No. 306-68A4933. Boxes 195-203. Lot 67D364.  
WNRC Acc. No. 306-69A3445. Box 124. Lot 68D158.  
WNRC Acc. No. 306-69A3445. Boxes 125-128. Lot 68D129.

Arranged primarily by region, there under by country. This series consists of correspondence and memoranda concerning the book translation program as it functioned in various countries. The files were maintained by area offices within the Publications Division and contain circulars, replies to circulars, memoranda, chronological correspondence files, and contracts.

I recommend that these records be scheduled for immediate transfer to the National Archives. These records document the Publication Divisions operations in foreign countries and warrant permanent preservation in the National Archives.

**60. Subject File, 1946-1962. 9 ½ feet.**

WNRC Acc. No. 306-65A564. Boxes 70-77. Lot 64D473.  
WNRC Acc. No. 306-65A175. Box 86. Lot 64D277.  
WNRC Acc. No. 306-65A564. Box 69 (pt). Lot 64D458.

Arranged generally by subject. This series consists of correspondence with publishers, authors, private individuals and organizations, and government agencies concerning the book translation program. The records include correspondence, inter-office memoranda, and policy documents. There are also records of correspondence with Franklin Publishers Inc. concerning the approval of books to be translated and several folders of background information on the PL 480 program.

I recommend that these records be scheduled for immediate transfer to the National Archives. These records constitute a comprehensive series of Publications Division correspondence and policy documents concerning the book translation program and warrant permanent preservation in the National Archives.

**61. Publishers File, 1948-1955. 4 feet.**

WNRC Acc. No. 306-65A564. Boxes 78-81. Lot 64D527.

Arranged in alphabetical order by name of publisher. These records include letters and

agreements with individuals and publishers concerning copyright, publication, and translation. I recommend that these records be scheduled for immediate destruction. These records are of a routine administrative nature and do not warrant permanent preservation in the National Archives.

**UNITED STATES INFORMATION AGENCY  
OFFICE OF PRIVATE COOPERATION (IOC)**

The Office of Private Cooperation was responsible for stimulating, guiding, and coordinating efforts of USIA to obtain the fullest possible use of the contributed services and facilities of non-governmental agencies and groups to further the objectives of the U.S. information program. The office worked with private agencies such as business, industrial, fraternal, and non-profit groups having interests and capabilities in creating understanding abroad of U.S. aims. IOC was abolished effective July 1, 1967, as part of an economy and efficiency movement within USIA. Its functions were absorbed by the Office of Policy and Research (IOP) and by the Information Center Service (ICS).

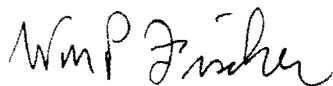
**62. Records Relating to the Donated Books Program, 1962-1966. 3 feet.**

WNRC Acc. No. 306-70A4044. Boxes 34-36. Lot 68D185.

Arranged primarily by subject in a rough alphabetical order. These records consist of the office files of the Office of Private Resources, including cables, memoranda, correspondence with publishers, and a chronological file relating to the donated books program.

I recommend that these records be scheduled for immediate transfer to the National Archives. These files contain unique and important documentation on the IOC program and fill gaps in the existing records of IOC covered by N1-306-96-1.

I would appreciate the comments of other NW units. NWML will then prepare an SF 115, Request for Records Disposition Authority, for the Department of State to sign.



WILLIAM P. FISCHER  
Trainee  
Life Cycle Management Division

# National Archives at College Park



8601 Adelphi Road  
College Park, Maryland 20740-6001

Date : July 6, 1998  
Reply to  
Attn of : David A. Langbart, NWML  
Subject : Request for CAP (Code G)  
To : NR

Please have the records on the two attached lists CAPed (Code G) under the job number noted.

Please call me on 301-713-7110 x235 if you have any questions.

Attachments: N1-306-98-2 List  
N1-306-98-3 List

INFORMATION CENTERS SERVICE  
{ ICS }

306-61A502 boxes 1-7

306-63A190 boxes 304-309  
306-63A190 box 318  
306-63A190 boxes 323-335  
306-63A190 box 337-354  
306-63A190 boxes 357-362  
306-63A190 boxes 376-381  
306-63A190 box 383  
306-63A190 boxes 386-403  
306-63A190 boxes 405-406  
306-63A190 boxes 412-416

306-63A368 boxes 18-31

306-63A791 boxes 43-54

306-64A193 box 46

306-64A536 boxes 100-103

306-64A853 boxes 54-55  
306-64A853 boxes 64-77  
306-64A853 box 79

306-65A175 box 38  
306-65A175 boxes 40-49  
306-65A175 boxes 82-92

306-65A564 boxes 58-60  
306-65A564 boxes 69-81

306-65A1075 boxes 105-127  
306-65A1075 boxes 133-145

306-66A274 boxes 73-79

306-66A1129 boxes 51-67  
306-66A1129 boxes 80-82  
306-66A1129 boxes 84-87

306-67A222 boxes 69-76  
306-67A222 boxes 90-91

306-67A1306 boxes 22-34  
306-67A1306 box 41

306-68A1415 box 119  
306-68A1415 boxes 122-130  
306-68A1415 box 139  
306-68A1415 boxes 159-161  
306-68A1415 boxes 163-172  
  
306-68A4933 boxes 105-153  
306-68A4933 boxes 159-160  
306-68A4933 boxes 168-170  
306-68A4933 boxes 181-203  
  
306-68A5160 boxes 4-5 (part)  
  
306-68A6356 boxes 1-8  
  
306-69A3445 boxes 103-109  
306-69A3445 boxes 124-128  
306-69A3445 box 131  
  
306-69A6135 boxes 70-73  
306-69A6135 box 84  
  
306-70A4044 boxes 34-42  
  
306-71A2101 box 135  
306-71A2101 box 142  
  
306-72A4904 boxes 24-39  
  
306-72A4932 boxes 19-20  
306-72A4932 boxes 41-45  
  
306-73-69 boxes 1-8  
  
306-75-19 boxes 1-4  
  
306-75-24 boxes 1-4

<b>REQUEST FOR RECORDS DISPOSITION AUTHORITY</b> (See Instructions on reverse)		.AVE BLANK (NARA use only)	
TO: NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) WASHINGTON, DC 20408		JOB NUMBER	N1-59-05-14
1. FROM (Agency or establishment) Department of State		DATE RECEIVED	6/10/05
2. MAJOR SUBDIVISION		NOTIFICATION TO AGENCY	
3. MINOR SUBDIVISION		In accordance with the provisions of 44 U.S.C. 3303a the disposition request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.	
4. NAME OF PERSON WITH WHOM TO CONFER Alice S. Ritchie	5. TELEPHONE (202) 261-8511	DATE	ARCHIVIST OF THE UNITED STATES
		6/20/05	Alan Weinstein

**6. AGENCY CERTIFICATION**  
 I hereby certify that I am authorized to act for this agency in matters pertaining to the disposition of its records and that the records proposed for disposal on the attached 2 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, under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies,

is not required;  is attached; or  has been requested.

DATE	SIGNATURE OF AGENCY REPRESENTATIVE	TITLE
5/27/2005	Margaret G. Peppe <i>Margaret G. Peppe</i>	Department Records Officer

7. ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
	Please see attached pages.		

ASSISTANT SECRETARY FOR PUBLIC AFFAIRS  
OFFICE OF EDUCATIONAL EXCHANGE  
DIVISION OF LIBRARIES AND INSTITUTES  
(P/OEX/ILI)

1. Subject Files of the Division Chief (Lawrence S. Morris),  
1944-1951. 5 feet.

Arranged by subject. These records consist of information statements, progress reports, correspondence, policy papers, instructions, memos, and other records relating to the Division of Libraries and Institutes (ILI). The files concern ILI policies, committees, personnel, foreign scholarship programs, book selection policies, and office organization and procedures.

WNRC Acc. No. 306-63A190. Boxes 304-308. Lot 53D445.

PERMANENT. Transfer to the National Archives immediately.

2. Records Relating to Overseas Library Book Procurement, 1944-  
1949. 3 inches.

Arranged by subject. These records relate to the establishment of overseas libraries during the post-World War II period and to the Division's book and periodical procurement policies concerning these libraries. The records include: one 1949 bound report of educational exchange activities by country; one 1947 copy of the periodical subscription policy; monthly reports from foreign posts; letters; and bibliographies.

WNRC Acc. No. 306-63A190. Box 309 (pt). Lot 54D197

PERMANENT. Transfer to the National Archives immediately.

UNITED STATES INTERNATIONAL INFORMATION ADMINISTRATION (IIA)  
INFORMATION CENTER SERVICE  
(IIA/ICS)

3. Miscellaneous Records, 1949-1952. 6 inches.

Arranged by country. These records contain documentation of the music program as it operated under the International Information Administration of the Department of State. These records included news clippings retained as evidence of the success of the music programs, music broadcast sheets, records relating to

# Accession Detail

## Basic Information

**Accession #:** NN3-306-08-004      **Archival Unit:** Archives II, A2  
**Record Group/Collection #:** 0306  
**Description:** IWE Working Files, Correspondence with Posts and Inter-Agency (USIA) elements


**# of Containers:** 2      **Cubic Feet:** 2.15  
**Classification Status:** Classified      **Status:** Records Received  
**Risk Level:** No Preservation Action Now      **Access Restriction:** Restricted- Fully  
**Inclusive Start Date:** 1970      **Inclusive End Date:** 1970  
**Comments:** Lot No. 72D56

## Container Information:

Container Type:	# of Containers:	Cubic Feet:
FRC-S	2	2.15



# Accession - Asset Shelf Report

<b>Accession Number :</b>		NN3-306-08-004	<b>Media Type :</b>	Textual
<b>RG/Collection # :</b>	0306		<b>Accession Type :</b>	Direct Offer
<b>Description :</b>	IWE Working Files, Correspondence with Posts and Inter-Agency (USIA) elements		<b>Total # Of Containers :</b>	2
			<b>Cubic Feet :</b>	2.154

Asset ID	Container #	Type	Location
HC1-63103141	1	FRC-S	A2-02-0000490-010-2-030-00
HC1-63103146	2	FRC-S	A2-02-0000490-010-2-031-00


**Basic Information**

**Accession #:** NN3-306-08-004      **Archival Unit:** Archives II, A2  
**Record Group/Collection #:** 0306  
**Description:** IWE Record copies of subject communications and official documents pertaining to USIA operations in Sweden, Norway, Iceland, Denmark, and Finland  
**# of Containers:** 3      **Cubic Feet:** 3.23  
**Classification Status:** Classified      **Status:** Records Received  
**Risk Level:** No Preservation Action Now      **Access Restriction:** Restricted- Fully  
**Inclusive Start Date:** 1970      **Inclusive End Date:** 1970  
**Comments:** Lot No. 72D57

**Container Information:**

Container Type:	# of Containers:	Cubic Feet:
FRC-S	3	3.23

# Accession - Asset Shelf Report

<b>Accession Number :</b>		NN3-306-08-004	<b>Media Type :</b>	Textual
<b>RG/Collection # :</b>	0306		<b>Accession Type :</b>	Direct Offer
<b>Description :</b>	IWE Record copies of subject communications and official documents pertaining to USIA operations in Sweden, Norway, Iceland, Denmark, and Finland		<b>Total # Of Containers :</b>	3
			<b>Cubic Feet :</b>	3.231

Asset ID	Container #	Type	Location
HC1-63103155	1	FRC-S	A2-02-0000490-015-2-005-00
HC1-63103160	2	FRC-S	A2-02-0000490-015-2-005-00
HC1-63103163	3	FRC-S	A2-02-0000490-015-2-006-00


**Basic Information**

**Accession #:** NN3-306-08-004      **Archival Unit:** Archives II, A2  
**Record Group/Collection #:** 0306  
**Description:** IWE Record copies of Subject communications and Official documents pertaining to USIA operations in Luxembourg, Belgium, Spain  
**# of Containers:** 2      **Cubic Feet:** 2.15  
**Classification Status:** Classified      **Status:** Records Received  
**Risk Level:** No Preservation Action Now      **Access Restriction:** Restricted- Fully  
**Inclusive Start Date:** 1970      **Inclusive End Date:** 1970  
**Comments:** Lot No. 72D79

**Container Information:**

Container Type:	# of Containers:	Cubic Feet:
FRC-S	2	2.15

# Accession - Asset Shelf Report

<b>Accession Number :</b>		NN3-306-08-004	<b>Media Type :</b>	Textual
<b>RG/Collection # :</b>	0306		<b>Accession Type :</b>	Direct Offer
<b>Description :</b>	IWE Record copies of Subject communications and Official documents pertaining to USIA operations in Luxembourg, Belgium, Spain		<b>Total # Of Containers :</b>	2
			<b>Cubic Feet :</b>	2.154

Asset ID	Container #	Type	Location
HC1-63303173	1	FRC-S	A2-02-0000490-015-2-006-00
HC1-63303178	2	FRC-S	A2-02-00631L1-007-1-001-01

# Accession Detail


## Basic Information

**Accession #:** NN3-306-08-004      **Archival Unit:** Archives II, A2  
**Record Group/Collection #:** 0306  
**Description:** IWE Record copies of subject communications and official documents pertaining to USIA operations in U.K., Canada, Italy, Malta, France, and Netherlands  
**# of Containers:** 10      **Cubic Feet:** 10.77  
**Classification Status:** Classified      **Status:** Records Received  
**Risk Level:** No Preservation Action Now      **Access Restriction:** Restricted- Fully  
**Inclusive Start Date:** 1969      **Inclusive End Date:** 1970  
**Comments:** Lot No. 72D80

## Container Information:

Container Type:	# of Containers:	Cubic Feet:
FRC-S	10	10.77

# Accession - Asset Shelf Report

<b>Accession Number :</b>		NN3-306-08-004	<b>Media Type :</b>	Textual
<b>RG/Collection # :</b>	0306		<b>Accession Type :</b>	Direct Offer
<b>Description :</b>	IWE Record copies of subject communications and official documents pertaining to USIA operations in U.K., Canada, Italy, Malta, France, and Netherlands			<b>Total # Of Containers :</b> 10
			<b>Cubic Feet :</b>	10.77

Asset ID	Container #	Type	Location
HC1-63103174	1	FRC-S	A2-02-0000490-014-2-008-00
HC1-63103179	2	FRC-S	A2-02-0000490-014-2-008-00
HC1-63103182	3	FRC-S	A2-02-0000490-014-2-009-00
HC1-63103185	4	FRC-S	A2-02-0000490-014-2-009-00
HC1-63103188	5	FRC-S	A2-02-0000490-014-2-009-00
HC1-63103191	6	FRC-S	A2-02-0000490-014-2-010-00
HC1-63103194	7	FRC-S	A2-02-0000490-014-2-010-00
HC1-63103197	8	FRC-S	A2-02-0000490-014-2-010-00
HC1-63103200	9	FRC-S	A2-02-0000490-014-2-011-00
HC1-63103203	10	FRC-S	A2-02-0000490-014-2-011-00

# Accession Detail

## Basic Information


**Accession #:** NN3-306-08-004      **Archival Unit:** Archives II, A2  
**Record Group/Collection #:** 0306  
**Description:** IWE Record copies of subject communications and official documents pertaining to USIA operations in Italy  
**# of Containers:** 2      **Cubic Feet:** 2.15  
**Classification Status:** Classified      **Status:** Records Received  
**Risk Level:** No Preservation Action Now      **Access Restriction:** Restricted- Fully  
**Inclusive Start Date:** 1968      **Inclusive End Date:** 1970  
**Comments:** Lot No. 72D81

## Container Information:

Container Type:	# of Containers:	Cubic Feet:
FRC-S	2	2.15



# Accession - Asset Shelf Report

<b>Accession Number :</b>		NN3-306-08-004	<b>Media Type :</b>	Textual
<b>RG/Collection # :</b>	0306		<b>Accession Type :</b>	Direct Offer
<b>Description :</b>	IWE Record copies of subject communications and official documents pertaining to USIA operations in Italy		<b>Total # Of Containers :</b>	2
			<b>Cubic Feet :</b>	2.154

Asset ID	Container #	Type	Location
HC1-63103228	1	FRC-S	A2-02-0000490-015-2-006-00
HC1-63103233	2	FRC-S	A2-02-0000490-015-2-007-00


**Basic Information**

**Accession #:** NN3-306-08-004      **Archival Unit:** Archives II, A2  
**Record Group/Collection #:** 0306  
**Description:** IWE Record Copies of subject communications and official documents pertaining to USIA operations in European Area Policy Files  
**# of Containers:** 2      **Cubic Feet:** 2.15  
**Classification Status:** Classified      **Status:** Records Received  
**Risk Level:** No Preservation Action Now      **Access Restriction:** Restricted- Fully  
**Inclusive Start Date:** 1970      **Inclusive End Date:** 1970  
**Comments:** Lot No. 72D82

**Container Information:**

Container Type:	# of Containers:	Cubic Feet:
FRC-S	2	2.15

# Accession - Asset Shelf Report

<b>Accession Number :</b>		NN3-306-08-004	<b>Media Type :</b>	Textual
<b>RG/Collection # :</b>	0306		<b>Accession Type :</b>	Direct Offer
<b>Description :</b>	IWE Record Copies of subject communications and official documents pertaining to USIA operations in European Area Policy Files		<b>Total # Of Containers :</b>	2
			<b>Cubic Feet :</b>	2.154

Asset ID	Container #	Type	Location
HC1-63103242	1	FRC-S	A2-02-0000490-014-2-011-00
HC1-63103247	2	FRC-S	A2-02-0000490-014-2-012-00

# Accession Detail


## Basic Information

**Accession #:** NN3-306-08-004      **Archival Unit:** Archives II, A2  
**Record Group/Collection #:** 0306  
**Description:** IWE Record copies of subject communications and official documents pertaining to USIA Policy - BKS-General Policy Plans to PAO Letter Back-Up  
**# of Containers:** 2      **Cubic Feet:** 2.15  
**Classification Status:** Classified      **Status:** Records Received  
**Risk Level:** No Preservation Action Now      **Access Restriction:** Restricted- Fully  
**Inclusive Start Date:** 1970      **Inclusive End Date:** 1970  
**Comments:** Lot No. 72D83

## Container Information:

Container Type:	# of Containers:	Cubic Feet:
FRC-S	2	2.15

# Accession - Asset Shelf Report

<b>Accession Number :</b>		NN3-306-08-004	<b>Media Type :</b>	Textual
<b>RG/Collection # :</b>	0306		<b>Accession Type :</b>	Direct Offer
<b>Description :</b>	IWE Record copies of subject communications and official documents pertaining to USIA Policy - BKS-General Policy Plans to PAO Letter Back-Up		<b>Total # Of Containers :</b>	2
			<b>Cubic Feet :</b>	2.154

Asset ID	Container #	Type	Location
HC1-63103256	1	FRC-S	A2-02-0000490-014-2-012-00
HC1-63103261	2	FRC-S	A2-02-0000490-014-2-012-00

# Accession Detail


## Basic Information

**Accession #:** NN3-306-08-004      **Archival Unit:** Archives II, A2  
**Record Group/Collection #:** 0306  
**Description:** IWE Record copies of subject communications and official documents pertaining to USIA operations in France  
**# of Containers:** 2      **Cubic Feet:** 2.15  
**Classification Status:** Classified      **Status:** Records Received  
**Risk Level:** No Preservation Action Now      **Access Restriction:** Restricted- Fully  
**Inclusive Start Date:** 1970      **Inclusive End Date:** 1970  
**Comments:** Lot No. 72D84

## Container Information:

Container Type:	# of Containers:	Cubic Feet:
FRC-S	2	2.15

# Accession - Asset Shelf Report

<b>Accession Number :</b>		NN3-306-08-004	<b>Media Type :</b>	Textual
<b>RG/Collection # :</b>	0306		<b>Accession Type :</b>	Direct Offer
<b>Description :</b>	IWE Record copies of subject communications and official documents pertaining to USIA operations in France		<b>Total # Of Containers :</b>	2
			<b>Cubic Feet :</b>	2.154

Asset ID	Container #	Type	Location
HC1-63103270	1	FRC-S	A2-02-0000490-014-2-013-00
HC1-63103275	2	FRC-S	A2-02-0000490-014-2-013-00

# Accession Detail

## Basic Information


**Accession #:** NN3-306-08-004      **Archival Unit:** Archives II, A2  
**Record Group/Collection #:** 0306  
**Description:** IEE 1970 Yugoslav Files, 1969-70 Bulgaria Files, Inclusive Exhibits - Bulgaria (Plovdiv) 1968-70, and Albania Files  
**# of Containers:** 4      **Cubic Feet:** 4.31  
**Classification Status:** Classified      **Status:** Records Received  
**Risk Level:** No Preservation Action Now      **Access Restriction:** Restricted- Fully  
**Inclusive Start Date:** 1970      **Inclusive End Date:** 1970  
**Comments:** Lot No. 72D107

## Container Information:

Container Type:	# of Containers:	Cubic Feet:
FRC-S	4	4.31



# Accession - Asset Shelf Report

<b>Accession Number :</b>		NN3-306-08-004	<b>Media Type :</b>	Textual
<b>RG/Collection # :</b>	0306		<b>Accession Type :</b>	Direct Offer
<b>Description :</b>	IEE 1970 Yugoslav Files, 1969-70 Bulgaria Files, Inclusive Exhibits - Bulgaria (Plovdiv) 1968-70, and Albania Files		<b>Total # Of Containers :</b>	4
			<b>Cubic Feet :</b>	4.308

Asset ID	Container #	Type	Location
HC1-63103288	1	FRC-S	A2-02-0000490-014-2-022-00
HC1-63103293	2	FRC-S	A2-02-0000490-014-2-022-00
HC1-63103296	3	FRC-S	A2-02-0000490-014-2-022-00
HC1-63103299	4	FRC-S	A2-02-0000490-014-2-023-00



# Accession Detail




## Basic Information

<b>Accession #:</b>	NN3-306-08-004	<b>Archival Unit:</b>	Archives II, A2
<b>Record Group/Collection #:</b>	0306		
<b>Description:</b>	IWE Record copies of subject communications and official documents pertaining to USIA operations in Greece, Turkey, and Cyprus		
<b># of Containers:</b>	3	<b>Cubic Feet:</b>	3.23
<b>Classification Status:</b>	Classified	<b>Status:</b>	Records Received
<b>Risk Level:</b>	No Preservation Action Now	<b>Access Restriction:</b>	Restricted- Fully
<b>Inclusive Start Date:</b>	1970	<b>Inclusive End Date:</b>	1970
<b>Comments:</b>	Lot No. 72D117		

## Container Information:

Container Type:	# of Containers:	Cubic Feet:
FRC-S	3	3.23

# Accession - Asset Shelf Report

<b>Accession Number :</b>		NN3-306-08-004	<b>Media Type :</b>	Textual
<b>RG/Collection # :</b>	0306		<b>Accession Type :</b>	Direct Offer
<b>Description :</b>	IWE Record copies of subject communications and official documents pertaining to USIA operations in Greece, Turkey, and Cyprus		<b>Total # Of Containers :</b>	3
			<b>Cubic Feet :</b>	3.231

Asset ID	Container #	Type	Location
HC1-63303183	1	FRC-S	A2-02-00631L1-006-1-069-07
HC1-63303188	2	FRC-S	A2-02-00631L1-006-1-069-07
HC1-63303191	3	FRC-S	A2-02-00C0490-014-2-013-00

# Accession Detail


## Basic Information

**Accession #:** NN3-306-08-004      **Archival Unit:** Archives II, A2  
**Record Group/Collection #:** 0306  
**Description:** ILA Files of ILA domestic and field correspondence Concerning USIA activities in the Dominican Republic  
**# of Containers:** 1      **Cubic Feet:** 1.08  
**Classification Status:** Classified      **Status:** Records Received  
**Risk Level:** No Preservation Action Now      **Access Restriction:** Restricted- Fully  
**Inclusive Start Date:** 1970      **Inclusive End Date:** 1970  
**Comments:** Lot No. 72D159

## Container Information:

Container Type:	# of Containers:	Cubic Feet:
FRC-S	1	1.08

# Accession - Asset Shelf Report

<b>Accession Number :</b>		NN3-306-08-004	<b>Media Type :</b>	Textual
<b>RG/Collection # :</b>	0306		<b>Accession Type :</b>	Direct Offer
<b>Description :</b>	ILA Files of ILA domestic and field correspondence Concerning USIA activities in the Dominican Republic		<b>Total # Of Containers :</b>	1
			<b>Cubic Feet :</b>	1.077

Asset ID	Container #	Type	Location
HC1-63103312	1	FRC-S	A2-02-0000490-014-2-023-00

# Accession Detail

## Basic Information


**Accession #:** NN3-306-08-004      **Archival Unit:** Archives II, A2  
**Record Group/Collection #:** 0306  
**Description:** IEE Soviet Affairs Files: telegrams, reports, correspondence, etc.

**# of Containers:** 8      **Cubic Feet:** 8.62  
**Classification Status:** Classified      **Status:** Records Received  
**Risk Level:** No Preservation Action Now      **Access Restriction:** Restricted- Fully  
**Inclusive Start Date:** 1968      **Inclusive End Date:** 1970  
**Comments:** Lot No. 72D162

## Container Information:

Container Type:	# of Containers:	Cubic Feet:
FRC-S	8	8.62

# Accession - Asset Shelf Report

<b>Accession Number :</b>		NN3-306-08-004	<b>Media.Type :</b>	Textual
<b>RG/Collection # :</b>	0306		<b>Accession Type :</b>	Direct Offer
<b>Description :</b>	IEE Soviet Affairs Files: telegrams, reports, correspondence, etc.		<b>Total # Of Containers :</b>	8
			<b>Cubic Feet :</b>	8.616

Asset ID	Container #	Type	Location
HC1-63103321	1	FRC-S	A2-02-0000490-014-2-026-00
HC1-63103326	2	FRC-S	A2-02-0000490-014-2-027-00
HC1-63103329	3	FRC-S	A2-02-0000490-014-2-027-00
HC1-63103332	4	FRC-S	A2-02-0000490-014-2-027-00
HC1-63103335	5	FRC-S	A2-02-0000490-014-2-028-00
HC1-63103338	6	FRC-S	A2-02-0000490-014-2-028-00
HC1-63103341	7	FRC-S	A2-02-0000490-014-2-028-00
HC1-63103344	8	FRC-S	A2-02-0000490-014-2-031-00

# Accession Detail

## Basic Information


**Accession #:** NN3-306-08-004      **Archival Unit:** Archives II, A2  
**Record Group/Collection #:** 0306  
**Description:** IAA General Correspondence and specific Country Plans and Assessment Reports for period 1967-1969; also Country Plans for individual countries  
**# of Containers:** 11      **Cubic Feet:** 11.85  
**Classification Status:** Classified      **Status:** Records Received  
**Risk Level:** No Preservation Action Now      **Access Restriction:** Restricted- Fully  
**Inclusive Start Date:** 1967      **Inclusive End Date:** 1971  
**Comments:** Lot No. 72D188

## Container Information:

Container Type:	# of Containers:	Cubic Feet:
FRC-S	11	11.85



# Accession - Asset Shelf Report

<b>Accession Number :</b>		NN3-306-08-004	<b>Media Type :</b>	Textual
<b>RG/Collection # :</b>	0306		<b>Accession Type :</b>	Direct Offer
<b>Description :</b>	IAA General Correspondence and specific Country Plans and Assessment Reports for period 1967-1969; also Country Plans for individual countries			<b>Total # Of Containers :</b> 11
			<b>Cubic Feet :</b>	11.847

Asset ID	Container #	Type	Location
HC1-63103365	1	FRC-S	A2-02-0000490-014-2-031-00
HC1-63103370	2	FRC-S	A2-02-0000490-014-2-031-00
HC1-63103373	3	FRC-S	A2-02-0000490-014-2-032-00
HC1-63103376	4	FRC-S	A2-02-0000490-014-2-032-00
HC1-63103379	5	FRC-S	A2-02-0000490-014-2-032-00
HC1-63103382	6	FRC-S	A2-02-0000490-014-2-033-00
HC1-63103385	7	FRC-S	A2-02-0000490-014-2-033-00
HC1-63103388	8	FRC-S	A2-02-0000490-014-2-033-00
HC1-63103391	9	FRC-S	A2-02-0000490-014-2-034-00
HC1-63103394	10	FRC-S	A2-02-0000490-014-2-034-00
HC1-63103397	11	FRC-S	A2-02-0000490-014-2-034-00

# Accession Detail

## Basic Information


**Accession #:** NN3-306-08-004      **Archival Unit:** Archives II, A2  
**Record Group/Collection #:** 0306  
**Description:** IEAVN Cultural and educational Projects - 1969 and part of 1970 (East Asia and Pacific)

**# of Containers:** 2      **Cubic Feet:** 2.15  
**Classification Status:** Classified      **Status:** Records Received  
**Risk Level:** No Preservation Action Now      **Access Restriction:** Restricted- Fully  
**Inclusive Start Date:** 1969      **Inclusive End Date:** 1970  
**Comments:** Lot No. 72D211

## Container Information:

Container Type:	# of Containers:	Cubic Feet:
FRC-S	2	2.15

# Accession - Asset Shelf Report

<b>Accession Number :</b>		NN3-306-08-004	<b>Media Type :</b>	Textual
<b>RG/Collection # :</b>	0306		<b>Accession Type :</b>	Direct Offer
<b>Description :</b>	IEAVN Cultural and educational Projects - 1969 and part of 1970 (East Asia and Pacific)		<b>Total # Of Containers :</b>	2
			<b>Cubic Feet :</b>	2.154

Asset ID	Container #	Type	Location
HC1-63103424	1	FRC-S	A2-02-0000490-015-2-002-00
HC1-63103429	2	FRC-S	A2-02-0000490-015-2-002-00

# Accession Detail

## Basic Information


**Accession #:** NN3-306-08-004      **Archival Unit:** Archives II, A2  
**Record Group/Collection #:** 0306  
**Description:** IEA Area Subject Files

**# of Containers:** 2      **Cubic Feet:** 2.15  
**Classification Status:** Classified      **Status:** Records Received  
**Risk Level:** No Preservation Action Now      **Access Restriction:** Restricted- Fully  
**Inclusive Start Date:** 1969      **Inclusive End Date:** 1969  
**Comments:** Lot No. 72D212

## Container Information:

Container Type:	# of Containers:	Cubic Feet:
FRC-S	2	2.15

# Accession - Asset Shelf Report

<b>Accession Number :</b>		NN3-306-08-004	<b>Media Type :</b>	Textual
<b>RG/Collection # :</b>	0306		<b>Accession Type :</b>	Direct Offer
<b>Description :</b>	IEA Area Subject Files		<b>Total # Of Containers :</b>	2
			<b>Cubic Feet :</b>	2.154

Asset ID	Container #	Type	Location
HC1-63303196	1	FRC-S	
HC1-63303201	2	FRC-S	

# Accession Detail

## Basic Information


**Accession #:** NN3-306-08-004      **Archival Unit:** Archives II, A2  
**Record Group/Collection #:** 0306  
**Description:** IEE Assistant Director's Administrative and Program files

**# of Containers:** 7      **Cubic Feet:** 7.54  
**Classification Status:** Classified      **Status:** Records Received  
**Risk Level:** No Preservation Action Now      **Access Restriction:** Restricted- Fully  
**Inclusive Start Date:** 1962      **Inclusive End Date:** 1969  
**Comments:** Lot No. 72D247

## Container Information:

Container Type:	# of Containers:	Cubic Feet:
FRC-S	7	7.54

# Accession - Asset Shelf Report

<b>Accession Number :</b>		NN3-306-08-004	<b>Media Type :</b>	Textual
<b>RG/Collection # :</b>	0306		<b>Accession Type :</b>	Direct Offer
<b>Description :</b>	IEE Assistant Director's Administrative and Program files		<b>Total # Of Containers :</b>	7
			<b>Cubic Feet :</b>	7.539

Asset ID	Container #	Type	Location
HC1-63103438	1	FRC-S	A2-02-0000490-014-2-024-00
HC1-63103443	2	FRC-S	A2-02-0000490-014-2-024-00
HC1-63103446	3	FRC-S	A2-02-0000490-014-2-025-00
HC1-63103449	4	FRC-S	A2-02-0000490-014-2-025-00
HC1-63103452	5	FRC-S	A2-02-0000490-014-2-025-00
HC1-63103455	6	FRC-S	A2-02-0000490-014-2-026-00
HC1-63103458	7	FRC-S	A2-02-0000490-014-2-026-00

**Accession Detail**

**Basic Information**

**Accession #:** NN3-306-08-004      **Archival Unit:** Archives II, A2  
**Record Group/Collection #:** 0306  
**Description:** ICS General Files and Franklin Publication Files


**# of Containers:** 8      **Cubic Feet:** 8.62  
**Classification Status:** Classified      **Status:** Records Received  
**Risk Level:** No Preservation Action Now      **Access Restriction:** Restricted- Fully  
**Inclusive Start Date:** 1959      **Inclusive End Date:** 1968  
**Comments:** Lot No. 72D309

**Container Information:**

<b>Container Type:</b>	<b># of Containers:</b>	<b>Cubic Feet:</b>
FRC-S	8	8.62



# Accession - Asset Shelf Report

<b>Accession Number :</b>		NN3-306-08-004	<b>Media Type :</b>	Textual
<b>RG/Collection # :</b>	0306		<b>Accession Type :</b>	Direct Offer
<b>Description :</b>	ICS General Files and Franklin Publication Files		<b>Total # Of Containers :</b>	8
			<b>Cubic Feet :</b>	8.616

Asset ID	Container #	Type	Location
HC1-63103477	1	FRC-S	A2-02-0000490-010-2-032-00
HC1-63103482	2	FRC-S	A2-02-0000490-010-2-032-00
HC1-63103485	3	FRC-S	A2-02-0000490-010-2-032-00
HC1-63103488	4	FRC-S	A2-02-0000490-010-2-033-00
HC1-63103491	5	FRC-S	A2-02-0000490-010-2-033-00
HC1-63103494	6	FRC-S	A2-02-0000490-010-2-033-00
HC1-63103497	7	FRC-S	A2-02-0000490-010-2-034-00
HC1-63103500	8	FRC-S	A2-02-0000490-010-2-034-00


**Basic Information**

<b>Accession #:</b>	NN3-306-08-004	<b>Archival Unit:</b>	Archives II, A2
<b>Record Group/Collection #:</b>	0306		
<b>Description:</b>	INE Record copies of Subject communications pertaining to USIA operations in Cyprus, Nepal, Ceylon, Lebanon, Yemen, Greece, Pakistan, India, Iran, Kuwait, Israel, Syria, Saudi Arabia, Aden, Iraq, Afghanistan, UAR, Turkey, Yemen, Jordan, and Kathmandu		
<b># of Containers:</b>	6	<b>Cubic Feet:</b>	6.46
<b>Classification Status:</b>	Classified	<b>Status:</b>	Records Received
<b>Risk Level:</b>	No Preservation Action Now	<b>Access Restriction:</b>	Restricted- Fully
<b>Inclusive Start Date:</b>	1958	<b>Inclusive End Date:</b>	1969
<b>Comments:</b>	Lot No. 72D407		

**Container Information:**

Container Type:	# of Containers:	Cubic Feet:
FRC-S	6	6.46

# Accession - Asset Shelf Report

<b>Accession Number :</b>		NN3-306-08-004	<b>Media Type :</b>	Textual	
<b>RG/Collection # :</b>	0306		<b>Accession Type :</b>	Direct Offer	
<b>Description :</b>	INE Record copies of Subject communications pertaining to USIA operations in Cyprus, Nepal, Ceylon, Lebanon, Yemen, Greece, Pakistan, India, Iran, Kuwait, Israel, Syria, Saudi Arabia, Aden, Iraq, Afghanistan, UAR, Turkey, Yemen, Jordan, and Kathmandu			<b>Total # Of Containers :</b>	6
			<b>Cubic Feet :</b>	6.462	

Asset ID	Container #	Type	Location
HC1-63294841	1	FRC-S	A2-02-0000490-002-2-003-00
HC1-63294846	2	FRC-S	A2-02-0000490-002-2-004-00
HC1-63294849	3	FRC-S	A2-02-0000490-002-2-004-00
HC1-63294852	4	FRC-S	A2-02-0000490-002-2-004-00
HC1-63294855	5	FRC-S	A2-02-0000490-002-2-006-00
HC1-63294858	6	FRC-S	A2-02-0000490-002-2-006-00

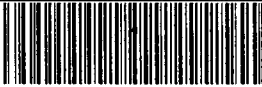
**Basic Information**

**Accession #:** NN3-306-08-004      **Archival Unit:** Archives II, A2  
**Record Group/Collection #:** 0306  
**Description:** IWE Working files for 1971 - Correspondence with Posts & Inter-Agency (USIS) elements  
**# of Containers:** 1      **Cubic Feet:** 1.08  
**Classification Status:** Classified      **Status:** Records Received  
**Risk Level:** No Preservation Action Now      **Access Restriction:** Restricted- Fully  
**Inclusive Start Date:** 1971      **Inclusive End Date:** 1971  
**Comments:** Lot No. 72D449

**Container Information:**

<b>Container Type:</b>	<b># of Containers:</b>	<b>Cubic Feet:</b>
FRC-S	1	1.08

# Accession - Asset Shelf Report

<b>Accession Number :</b>		NN3-306-08-004	<b>Media Type :</b>	Textual
<b>RG/Collection # :</b>	0306		<b>Accession Type :</b>	Direct Offer
<b>Description :</b>	IWE Working files for 1971 - Correspondence with Posts & Inter-Agency (USIS) elements		<b>Total # Of Containers :</b>	1
			<b>Cubic Feet :</b>	1.077

Asset ID	Container #	Type	Location
HC1-63103521	1	FRC-S	A2-02-0000490-011-2-006-00

**Accession Detail**


**Basic Information**

**Accession #:** NN3-306-08-004      **Archival Unit:** Archives II, A2  
**Record Group/Collection #:** 0306  
**Description:** IWE Record copies of subject communications pertaining to USIS operations in Austria, Belgium, Greece, Sweden, Switzerland, Canada, Cyprus, Italy, Malta, United Kingdom, USEC Brussels  
**# of Containers:** 3      **Cubic Feet:** 3.23  
**Classification Status:** Classified      **Status:** Records Received  
**Risk Level:** No Preservation Action Now      **Access Restriction:** Restricted- Fully  
**Inclusive Start Date:** 1971      **Inclusive End Date:** 1971  
**Comments:** Lot No. 72D450

**Container Information:**

<b>Container Type:</b>	<b># of Containers:</b>	<b>Cubic Feet:</b>
FRC-S	3	3.23

# Accession - Asset Shelf Report

<b>Accession Number :</b>		NN3-306-08-004	<b>Media Type :</b>	Textual
<b>RG/Collection # :</b>	0306		<b>Accession Type :</b>	Direct Offer
<b>Description :</b>	IWE Record copies of subject communications pertaining to USIS operations in Austria, Belgium, Greece, Sweden, Switzerland, Canada, Cyprus, Italy, Malta, United Kingdom, USEC Brussels		<b>Total # Of Containers :</b>	3
			<b>Cubic Feet :</b>	3.231

Asset ID	Container #	Type	Location
HC1-63103530	1	FRC-S	A2-02-0000490-010-2-003-00
HC1-63103535	2	FRC-S	A2-02-0000490-010-2-003-00
HC1-63103538	3	FRC-S	A2-02-0000490-010-2-003-00

**Basic Information**


**Accession #:** NN3-306-08-004      **Archival Unit:** Archives II, A2  
**Record Group/Collection #:** 0306  
**Description:** IWE Record copies of subject communications pertaining to USIS operations in Denmark, Finland, Iceland, Netherlands, Norway, Germany, NATO, Turkey, Portugal, Spain and France  
**# of Containers:** 3      **Cubic Feet:** 3.23  
**Classification Status:** Classified      **Status:** Records Received  
**Risk Level:** No Preservation Action Now      **Access Restriction:** Restricted- Fully  
**Inclusive Start Date:** 1971      **Inclusive End Date:** 1971  
**Comments:** Lot No. 72D451

**Container Information:**

Container Type:	# of Containers:	Cubic Feet:
FRC-S	3	3.23



# Accession - Asset Shelf Report

<b>Accession Number :</b>		NN3-306-08-004	<b>Media Type :</b>	Textual
<b>RG/Collection # :</b>	0306		<b>Accession Type :</b>	Direct Offer
<b>Description :</b>	IWE Record copies of subject communications pertaining to USIS operations in Denmark, Finland, Iceland, Netherlands, Norway, Germany, NATO, Turkey, Portugal, Spain and France		<b>Total # Of Containers :</b>	3
			<b>Cubic Feet :</b>	3.231

Asset ID	Container #	Type	Location
HC1-63303204	1	FRC-S	A2-02-00631L1-006-1-068-02
HC1-63303209	2	FRC-S	A2-02-00631L1-006-1-068-03
HC1-63303212	3	FRC-S	A2-02-0000490-010-2-013-00

# Accession Detail


## Basic Information

**Accession #:** NN3-306-08-004      **Archival Unit:** Archives II, A2  
**Record Group/Collection #:** 0306  
**Description:** IEA Indochina Desk - A few 1966-1968 folders for Viet-Nam; all 1969-1970 file folders for Viet-Nam; A few 1969-1970 file folders for Cambodia  
**# of Containers:** 6      **Cubic Feet:** 6.46  
**Classification Status:** Classified      **Status:** Records Received  
**Risk Level:** No Preservation Action Now      **Access Restriction:** Restricted- Fully  
**Inclusive Start Date:** 1966      **Inclusive End Date:** 1970  
**Comments:** Lot No. 72D458

## Container Information:

Container Type:	# of Containers:	Cubic Feet:
FRC-S	6	6.46

# Accession - Asset Shelf Report

<b>Accession Number :</b>		NN3-306-08-004	<b>Media Type :</b>	Textual
<b>RG/Collection # :</b>	0306		<b>Accession Type :</b>	Direct Offer
<b>Description :</b>	IEA Indochina Desk - A few 1966-1968 folders for Viet-Nam; all 1969-1970 file folders for Viet-Nam; A few 1969-1970 file folders for Cambodia		<b>Total # Of Containers :</b>	6
			<b>Cubic Feet :</b>	6.462

Asset ID	Container #	Type	Location
HC1-63294804	1	FRC-S	A2-02-0000490-001-2-035-00
HC1-63294809	2	FRC-S	A2-02-0000490-002-2-001-00
HC1-63294812	3	FRC-S	A2-02-0000490-002-2-001-00
HC1-63294815	4	FRC-S	A2-02-0000490-002-2-001-00
HC1-63294818	5	FRC-S	A2-02-0000490-002-2-003-00
HC1-63294821	6	FRC-S	A2-02-0000490-002-2-003-00


**Basic Information**

**Accession #:** NN3-306-08-004      **Archival Unit:** Archives II, A2  
**Record Group/Collection #:** 0306  
**Description:** IEA Australia, Indonesia, Japan, Korea, Micronesia, Manila, and Thailand mostly 1968-1970; Okinawa Reversion from 1966-1970; Canberra Agreements for 1968 & 1969  
**# of Containers:** 10      **Cubic Feet:** 10.77  
**Classification Status:** Classified      **Status:** Records Received  
**Risk Level:** No Preservation Action Now      **Access Restriction:** Restricted- Fully  
**Inclusive Start Date:** 1966      **Inclusive End Date:** 1970  
**Comments:** Lot No. 72D499

**Container Information:**

Container Type:	# of Containers:	Cubic Feet:
FRC-S	10	10.77

# Accession - Asset Shelf Report

<b>Accession Number :</b>		NN3-306-08-004	<b>Media Type :</b> Textual
<b>RG/Collection # :</b>	0306		<b>Accession Type :</b> Direct Offer
<b>Description :</b>	IEA Australia, Indonesia, Japan, Korea, Micronesia, Manila, and Thailand mostly 1968-1970; Okinawa Reversion from 1966-1970; Canberra Agreements for 1968 & 1969		<b>Total # Of Containers :</b> 10
			<b>Cubic Feet :</b> 10.77

Asset ID	Container #	Type	Location
HC1-63303217	1	FRC-S	A2-02-0000490-003-2-023-00
HC1-63303222	2	FRC-S	A2-02-0000490-003-2-024-00
HC1-63303225	3	FRC-S	A2-02-0000490-003-2-024-00
HC1-63303228	4	FRC-S	A2-02-00631L1-006-1-068-02
HC1-63303231	5	FRC-S	A2-02-0000490-003-2-024-00
HC1-63303234	6	FRC-S	A2-02-00631L1-006-1-068-04
HC1-63303237	7	FRC-S	A2-02-0000490-003-2-025-00
HC1-63303240	8	FRC-S	A2-02-0000490-003-2-025-00
HC1-63303243	9	FRC-S	A2-02-0000490-003-2-025-00
HC1-63303246	10	FRC-S	A2-02-0000490-003-2-026-00



# Accession Detail




## Basic Information

<b>Accession #:</b>	NN3-306-08-004	<b>Archival Unit:</b>	Archives II, A2
<b>Record Group/Collection #:</b>	0306		
<b>Description:</b>	ILA 1971 Files of ILA Domestic and Field correspondence concerning USIA activities in Mexico and Brazil		
<b># of Containers:</b>	4	<b>Cubic Feet:</b>	4.31
<b>Classification Status:</b>	Classified	<b>Status:</b>	Records Received
<b>Risk Level:</b>	No Preservation Action Now	<b>Access Restriction:</b>	Restricted- Fully
<b>Inclusive Start Date:</b>	1971	<b>Inclusive End Date:</b>	1971
<b>Comments:</b>	Lot No. 73D49		

## Container Information:

Container Type:	# of Containers:	Cubic Feet:
FRC-S	4	4.31

# Accession - Asset Shelf Report

<b>Accession Number :</b>		NN3-306-08-004	<b>Media Type :</b>	Textual
<b>RG/Collection # :</b>	0306		<b>Accession Type :</b>	Direct Offer
<b>Description :</b>	ILA 1971 Files of ILA Domestic and Field correspondence concerning USIA activities in Mexico and Brazil		<b>Total # Of Containers :</b>	4
			<b>Cubic Feet :</b>	4.308

Asset ID	Container #	Type	Location
HC1-63103549	1	FRC-S	A2-02-0000490-010-2-014-00
HC1-63103554	2	FRC-S	A2-02-0000490-010-2-014-00
HC1-63103557	3	FRC-S	A2-02-0000490-010-2-014-00
HC1-63103560	4	FRC-S	A2-02-0000490-010-2-015-00



**Basic Information**


<b>Accession #:</b>	NN3-306-08-004	<b>Archival Unit:</b>	Archives II, A2
<b>Record Group/Collection #:</b>	0306		
<b>Description:</b>	IEA Indochina Desk 1971 Viet-Nam Working Files, a few 1970 Working Files for Laos		
<b># of Containers:</b>	4	<b>Cubic Feet:</b>	4.31
<b>Classification Status:</b>	Classified	<b>Status:</b>	Records Received
<b>Risk Level:</b>	No Preservation Action Now	<b>Access Restriction:</b>	Restricted- Fully
<b>Inclusive Start Date:</b>	1970	<b>Inclusive End Date:</b>	1971
<b>Comments:</b>	Lot No. 73D50		

**Container Information:**

Container Type:	# of Containers:	Cubic Feet:
FRC-S	4	4.31



# Accession - Asset Shelf Report

<b>Accession Number :</b>		NN3-306-08-004	<b>Media Type :</b>	Textual
<b>RG/Collection # :</b>	0306		<b>Accession Type :</b>	Direct Offer
<b>Description :</b>	IEA Indochina Desk 1971 Viet-Nam Working Files, a few 1970 Working Files for Laos		<b>Total # Of Containers :</b>	4
			<b>Cubic Feet :</b>	4.308

Asset ID	Container #	Type	Location
HC1-63103573	1	FRC-S	A2-02-0000490-010-2-024-00
HC1-63103578	2	FRC-S	A2-02-0000490-010-2-025-00
HC1-63103581	3	FRC-S	A2-02-0000490-010-2-025-00
HC1-63103584	4	FRC-S	A2-02-0000490-010-2-025-00

# Accession Detail


## Basic Information

<b>Accession #:</b>	NN3-306-08-004	<b>Archival Unit:</b>	Archives II, A2
<b>Record Group/Collection #:</b>	0306		
<b>Description:</b>	ILA Subject Files		
<b># of Containers:</b>	3	<b>Cubic Feet:</b>	3.23
<b>Classification Status:</b>	Classified	<b>Status:</b>	Records Received
<b>Risk Level:</b>	No Preservation Action Now	<b>Access Restriction:</b>	Restricted- Fully
<b>Inclusive Start Date:</b>	1971	<b>Inclusive End Date:</b>	1971
<b>Comments:</b>	Lot No. 73D51		

## Container Information:

<b>Container Type:</b>	<b># of Containers:</b>	<b>Cubic Feet:</b>
FRC-S	3	3.23

# Accession - Asset Shelf Report

<b>Accession Number :</b>		NN3-306-08-004	<b>Media Type :</b>	Textual
<b>RG/Collection # :</b>	0306		<b>Accession Type :</b>	Direct Offer
<b>Description :</b>	ILA Subject Files		<b>Total # Of Containers :</b>	3
			<b>Cubic Feet :</b>	3.231

Asset ID	Container #	Type	Location
HC1-63103597	1	FRC-S	A2-02-0000490-010-2-010-00
HC1-63103602	2	FRC-S	A2-02-0000490-010-2-011-00
HC1-63103605	3	FRC-S	A2-02-0000490-010-2-011-00

# Accession Detail


## Basic Information

**Accession #:** NN3-306-08-004      **Archival Unit:** Archives II, A2  
**Record Group/Collection #:** 0306  
**Description:** ILA Files of Domestic and Filed Correspondence concerning USIA activities in Colombia, Peru, Venezuela, and Ecuador  
**# of Containers:** 6      **Cubic Feet:** 6.46  
**Classification Status:** Classified      **Status:** Records Received  
**Risk Level:** No Preservation Action Now      **Access Restriction:** Restricted- Fully  
**Inclusive Start Date:** 1971      **Inclusive End Date:** 1971  
**Comments:** Lot No. 73D52

## Container Information:

Container Type:	# of Containers:	Cubic Feet:
FRC-S	6	6.46

# Accession - Asset Shelf Report

<b>Accession Number :</b>		NN3-306-08-004	<b>Media Type :</b>	Textual
<b>RG/Collection # :</b>	0306		<b>Accession Type :</b>	Direct Offer
<b>Description :</b>	ILA Files of Domestic and Filed Correspondence concerning USIA activities in Colombia, Peru, Venezuela, and Ecuador		<b>Total # Of Containers :</b>	6
			<b>Cubic Feet :</b>	6.462

Asset ID	Container #	Type	Location
HC1-63294878	1	FRC-S	A2-02-0000490-001-2-032-00
HC1-63294883	2	FRC-S	A2-02-0000490-001-2-033-00
HC1-63294886	3	FRC-S	A2-02-0000490-001-2-033-00
HC1-63294889	4	FRC-S	A2-02-0000490-001-2-033-00
HC1-63294892	5	FRC-S	A2-02-0000490-001-2-035-00
HC1-63294895	6	FRC-S	A2-02-0000490-001-2-035-00



# Accession Detail




## Basic Information

<b>Accession #:</b>	NN3-306-08-004	<b>Archival Unit:</b>	Archives II, A2
<b>Record Group/Collection #:</b>	0306		
<b>Description:</b>	IEE Polish Affairs Files; telegrams, reports, and correspondence		
<b># of Containers:</b>	2	<b>Cubic Feet:</b>	2.15
<b>Classification Status:</b>	Classified	<b>Status:</b>	Records Received
<b>Risk Level:</b>	No Preservation Action Now	<b>Access Restriction:</b>	Restricted- Fully
<b>Inclusive Start Date:</b>	1970	<b>Inclusive End Date:</b>	1971
<b>Comments:</b>	Lot No. 73D76		

## Container Information:

Container Type:	# of Containers:	Cubic Feet:
FRC-S	2	2.15

# Accession - Asset Shelf Report

<b>Accession Number :</b>		NN3-306-08-004	<b>Media Type :</b>	Textual
<b>RG/Collection # :</b>	0306		<b>Accession Type :</b>	Direct Offer
<b>Description :</b>	IEE Polish Affairs Files; telegrams, reports, and correspondence		<b>Total # Of Containers :</b>	2
			<b>Cubic Feet :</b>	2.154

Asset ID	Container #	Type	Location
HC1-63294915	1	FRC-S	A2-02-0000490-003-2-005-00
HC1-63294920	2	FRC-S	A2-02-0000490-003-2-005-00



# Accession Detail



## Basic Information


<b>Accession #:</b>	NN3-306-08-004	<b>Archival Unit:</b>	Archives II, A2
<b>Record Group/Collection #:</b>	0306		
<b>Description:</b>	IEE Romanian Affairs Files: telegrams, reports, correspondence, etc.		
<b># of Containers:</b>	2	<b>Cubic Feet:</b>	2.15
<b>Classification Status:</b>	Classified	<b>Status:</b>	Records Received
<b>Risk Level:</b>	No Preservation Action Now	<b>Access Restriction:</b>	Restricted- Fully
<b>Inclusive Start Date:</b>	1970	<b>Inclusive End Date:</b>	1971
<b>Comments:</b>	Lot No. 73D97		

## Container Information:

<b>Container Type:</b>	<b># of Containers:</b>	<b>Cubic Feet:</b>
FRC-S	2	2.15



# Accession - Asset Shelf Report

<b>Accession Number :</b>		NN3-306-08-004	<b>Media Type :</b>	Textual
<b>RG/Collection # :</b>	0306		<b>Accession Type :</b>	Direct Offer
<b>Description :</b>	IEE Romanian Affairs Files: telegrams, reports, correspondence, etc.		<b>Total # Of Containers :</b>	2
			<b>Cubic Feet :</b>	2.154

Asset ID	Container #	Type	Location
HC1-63103616	1	FRC-S	A2-02-0000490-003-2-004-00
HC1-63103621	2	FRC-S	A2-02-0000490-003-2-005-00




**Basic Information**

<b>Accession #:</b>	NN3-306-08-004	<b>Archival Unit:</b>	Archives II, A2
<b>Record Group/Collection #:</b>	0306		
<b>Description:</b>	ILA Record copies of subject communications pertaining to USIA operations in the Caribbean, Central America, Bolivia, Chile, Argentina, Uruguay, and our program in Cuba		
<b># of Containers:</b>	12	<b>Cubic Feet:</b>	12.92
<b>Classification Status:</b>	Classified	<b>Status:</b>	Records Received
<b>Risk Level:</b>	No Preservation Action Now	<b>Access Restriction:</b>	Restricted- Fully
<b>Inclusive Start Date:</b>	1970	<b>Inclusive End Date:</b>	1971
<b>Comments:</b>	Lot No. 73D120		

**Container Information:**

Container Type:	# of Containers:	Cubic Feet:
FRC-S	12	12.92

# Accession - Asset Shelf Report

<b>Accession Number :</b>		NN3-306-08-004	<b>Media Type :</b>	Textual
<b>RG/Collection # :</b>	0306		<b>Accession Type :</b>	Direct Offer
<b>Description :</b>	ILA Record copies of subject communications pertaining to USIA operations in the Caribbean, Central America, Bolivia, Chile, Argentina, Uruguay, and our program in Cuba		<b>Total # Of Containers :</b>	12
			<b>Cubic Feet :</b>	12.924

Asset ID	Container #	Type	Location
HC1-63294941	1	FRC-S	A2-02-0000490-001-2-023-00
HC1-63294946	2	FRC-S	A2-02-0000490-001-2-025-00
HC1-63294949	3	FRC-S	A2-02-0000490-001-2-025-00
HC1-63294952	4	FRC-S	A2-02-0000490-001-2-025-00
HC1-63294955	5	FRC-S	A2-02-0000490-001-2-026-00
HC1-63294958	6	FRC-S	A2-02-0000490-001-2-026-00
HC1-63294961	7	FRC-S	A2-02-0000490-001-2-026-00
HC1-63294964	8	FRC-S	A2-02-0000490-001-2-028-00
HC1-63294967	9	FRC-S	A2-02-0000490-001-2-028-00
HC1-63294970	10	FRC-S	A2-02-0000490-001-2-028-00
HC1-63294973	11	FRC-S	A2-02-0000490-001-2-030-00
HC1-63294976	12	FRC-S	A2-02-0000490-001-2-030-00

**Accession Detail**

**Basic Information**


**Accession #:** NN3-306-08-004      **Archival Unit:** Archives II, A2  
**Record Group/Collection #:** 0306  
**Description:** ISA Country and Administrative Files

**# of Containers:** 3      **Cubic Feet:** 3.23  
**Classification Status:** Classified      **Status:** Records Received  
**Risk Level:** No Preservation Action Now      **Access Restriction:** Restricted- Fully  
**Inclusive Start Date:** 1959      **Inclusive End Date:** 1971  
**Comments:** Lot No. 73D172

**Container Information:**

Container Type:	# of Containers:	Cubic Feet:
FRC-S	3	3.23

# Accession - Asset Shelf Report

<b>Accession Number :</b>		NN3-306-08-004	<b>Media Type :</b>	Textual
<b>RG/Collection # :</b>	0306		<b>Accession Type :</b>	Direct Offer
<b>Description :</b>	ISA Country and Administrative Files		<b>Total # Of Containers :</b>	3
			<b>Cubic Feet :</b>	3.231

Asset ID	Container #	Type	Location
HC1-63103624	1	FRC-S	A2-02-0000490-010-2-008-00
HC1-63103629	2	FRC-S	A2-02-0000490-010-2-008-00
HC1-63103632	3	FRC-S	A2-02-0000490-010-2-008-00

# Accession Detail

## Basic Information


**Accession #:** NN3-306-08-004      **Archival Unit:** Archives II, A2  
**Record Group/Collection #:** 0306  
**Description:** IAA General Correspondence and Specific Country Correspondence

**# of Containers:** 9      **Cubic Feet:** 9.69  
**Classification Status:** Classified      **Status:** Records Received  
**Risk Level:** No Preservation Action Now      **Access Restriction:** Restricted- Fully  
**Inclusive Start Date:** 1970      **Inclusive End Date:** 1970  
**Comments:** Lot No. 73D174

## Container Information:

Container Type:	# of Containers:	Cubic Feet:
FRC-S	9	9.69

# Accession - Asset Shelf Report

<b>Accession Number :</b>		NN3-306-08-004	<b>Media Type :</b>	Textual
<b>RG/Collection # :</b>	0306		<b>Accession Type :</b>	Direct Offer
<b>Description :</b>	IAA General Correspondence and Specific Country Correspondence		<b>Total # Of Containers :</b>	9
			<b>Cubic Feet :</b>	9.693

Asset ID	Container #	Type	Location
HC1-63295008	1	FRC-S	A2-02-0000490-003-2-006-00
HC1-63295013	2	FRC-S	A2-02-0000490-003-2-006-00
HC1-63295016	3	FRC-S	A2-02-0000490-003-2-006-00
HC1-63295019	4	FRC-S	A2-02-0000490-003-2-007-00
HC1-63295022	5	FRC-S	A2-02-0000490-003-2-007-00
HC1-63295025	6	FRC-S	A2-02-0000490-003-2-007-00
HC1-63295028	7	FRC-S	A2-02-0000490-003-2-008-00
HC1-63295031	8	FRC-S	A2-02-0000490-003-2-008-00
HC1-63295034	9	FRC-S	A2-02-0000490-003-2-008-00

# Accession Detail

## Basic Information

**Accession #:** NN3-306-08-004      **Archival Unit:** Archives II, A2  
**Record Group/Collection #:** 0306  
**Description:** ICS General Files


**# of Containers:** 4      **Cubic Feet:** 4.31  
**Classification Status:** Classified      **Status:** Records Received  
**Risk Level:** No Preservation Action Now      **Access Restriction:** Restricted- Fully  
**Inclusive Start Date:** 1972      **Inclusive End Date:** 1972  
**Comments:** Lot No. 74D67

## Container Information:

Container Type:	# of Containers:	Cubic Feet:
FRC-S	4	4.31



# Accession - Asset Shelf Report

<b>Accession Number :</b>		NN3-306-08-004	<b>Media Type :</b>	Textual
<b>RG/Collection # :</b>	0306		<b>Accession Type :</b>	Direct Offer
<b>Description :</b>	ICS General Files		<b>Total # Of Containers :</b>	4
			<b>Cubic Feet :</b>	4.308

Asset ID	Container #	Type	Location
HC1-63103643	1	FRC-S	A2-02-0000490-016-2-034-00
HC1-63103648	2	FRC-S	A2-02-0000490-016-2-034-00
HC1-63103651	3	FRC-S	A2-02-0000490-017-2-002-00
HC1-63103654	4	FRC-S	A2-02-0000490-017-2-002-00

**Accession Detail**

**Basic Information**


**Accession #:** NN3-306-08-004      **Archival Unit:** Archives II, A2  
**Record Group/Collection #:** 0306  
**Description:** IEE Administrative Files for Eastern Europe

**# of Containers:** 2      **Cubic Feet:** 2.15  
**Classification Status:** Classified      **Status:** Records Received  
**Risk Level:** No Preservation Action Now      **Access Restriction:** Restricted- Fully  
**Inclusive Start Date:** 1971      **Inclusive End Date:** 1972  
**Comments:** Lot No. 74D119

**Container Information:**

Container Type:	# of Containers:	Cubic Feet:
FRC-S	2	2.15

# Accession - Asset Shelf Report

<b>Accession Number :</b>		NN3-306-08-004	<b>Media Type :</b>	Textual
<b>RG/Collection # :</b>	0306		<b>Accession Type :</b>	Direct Offer
<b>Description :</b>	IEE Administrative Files for Eastern Europe		<b>Total # Of Containers :</b>	2
			<b>Cubic Feet :</b>	2.154

Asset ID	Container #	Type	Location
HC1-63103667	1	FRC-S	A2-02-0000490-017-2-002-00
HC1-63103672	2	FRC-S	A2-02-0000490-017-2-003-00

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**Basic Information**

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**Accession #:** NN3-306-08-004      **Archival Unit:** Archives II, A2  
**Record Group/Collection #:** 0306  
**Description:** IEE Files for Yugoslavia and Albania

**# of Containers:** 2      **Cubic Feet:** 2.15  
**Classification Status:** Classified      **Status:** Records Received  
**Risk Level:** No Preservation Action Now      **Access Restriction:** Restricted- Fully

**Inclusive Start Date:** 1971      **Inclusive End Date:** 1971  
**Comments:** Lot No. 74D120


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**Container Information:**

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<b>Container Type:</b>	<b># of Containers:</b>	<b>Cubic Feet:</b>
FRC-S	2	2.15

# Accession - Asset Shelf Report

<b>Accession Number :</b>		NN3-306-08-004	<b>Media Type :</b>	Textual
<b>RG/Collection # :</b>	0306		<b>Accession Type :</b>	Direct Offer
<b>Description :</b>	IEE Files for Yugoslavia and Albania		<b>Total # Of Containers :</b>	2
			<b>Cubic Feet :</b>	2.154

Asset ID	Container #	Type	Location
HC1-63103681	1	FRC-S	A2-02-0000490-017-2-003-00
HC1-63103686	2	FRC-S	A2-02-0000490-017-2-003-00

**Basic Information**

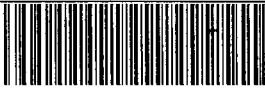
**Accession #:** NN3-306-08-004      **Archival Unit:** Archives II, A2  
**Record Group/Collection #:** 0306  
**Description:** ICS IMG Program (Book) - Records Documenting the development, policy and liquidation

**# of Containers:** 4      **Cubic Feet:** 4.31  
**Classification Status:** Classified      **Status:** Records Received  
**Risk Level:** No Preservation Action Now      **Access Restriction:** Restricted- Fully  
**Inclusive Start Date:** 1958      **Inclusive End Date:** 1972  
**Comments:** Lot No. 74D123

**Container Information:**

Container Type:	# of Containers:	Cubic Feet:
FRC-S	4	4.31

# Accession - Asset Shelf Report

<b>Accession Number :</b>		NN3-306-08-004	<b>Media Type :</b>	Textual
<b>RG/Collection # :</b>	0306		<b>Accession Type :</b>	Direct Offer
<b>Description :</b>	ICS IMG Program (Book) - Records Documenting the development, policy and liquidation		<b>Total # Of Containers :</b>	4
			<b>Cubic Feet :</b>	4.308

Asset ID	Container #	Type	Location
HC1-63103695	1	FRC-S	A2-02-0000490-017-2-004-00
HC1-63103700	2	FRC-S	A2-02-0000490-017-2-004-00
HC1-63220003	3	FRC-S	A2-02-0000490-017-2-004-00
HC1-63220006	4	FRC-S	A2-02-0000490-017-2-005-00

**Basic Information**


**Accession #:** NN3-306-08-004      **Archival Unit:** Archives II, A2  
**Record Group/Collection #:** 0306  
**Description:** IEA Various Central File Folders for: Indonesia, New Zealand, Singapore, Philippines, Malaysia, Fiji, Other Pacific Islands, Australia, and Korea (also 1971)  
**# of Containers:** 6      **Cubic Feet:** 6.46  
**Classification Status:** Classified      **Status:** Records Received  
**Risk Level:** No Preservation Action Now      **Access Restriction:** Restricted- Fully  
**Inclusive Start Date:** 1969      **Inclusive End Date:** 1970  
**Comments:** Lot No. 74D186

**Container Information:**

Container Type:	# of Containers:	Cubic Feet:
FRC-S	6	6.46



# Accession - Asset Shelf Report

<b>Accession Number :</b>		NN3-306-08-004	<b>Media Type :</b>	Textual
<b>RG/Collection # :</b>	0306		<b>Accession Type :</b>	Direct Offer
<b>Description :</b>	IEA Various Central File Folders for: Indonesia, New Zealand, Singapore, Philippines, Malaysia, Fiji, Other Pacific Islands, Australia, and Korea (also 1971)		<b>Total # Of Containers :</b>	6
			<b>Cubic Feet :</b>	6.462

Asset ID	Container #	Type	Location
HC1-63303265	1	FRC-S	A2-02-0000490-010-2-034-00
HC1-63303270	2	FRC-S	A2-02-0000490-011-2-002-00
HC1-63303273	3	FRC-S	A2-02-0000490-011-2-002-00
HC1-63303276	4	FRC-S	A2-02-0000490-011-2-002-00
HC1-63303279	5	FRC-S	A2-02-0000490-011-2-003-00
HC1-63303282	6	FRC-S	A2-02-00631L1-006-1-069-01

**Basic Information**


**Accession #:** NN3-306-08-004      **Archival Unit:** Archives II, A2  
**Record Group/Collection #:** 0306  
**Description:** IEA Area Subject Files

**# of Containers:** 5      **Cubic Feet:** 5.39  
**Classification Status:** Classified      **Status:** Records Received  
**Risk Level:** No Preservation Action Now      **Access Restriction:** Restricted- Fully  
**Inclusive Start Date:** 1971      **Inclusive End Date:** 1971  
**Comments:** Lot No. 74D188

**Container Information:**

Container Type:	# of Containers:	Cubic Feet:
FRC-S	5	5.39

# Accession - Asset Shelf Report

<b>Accession Number :</b>		NN3-306-08-004	<b>Media Type :</b>	Textual
<b>RG/Collection # :</b>	0306		<b>Accession Type :</b>	Direct Offer
<b>Description :</b>	IEA Area Subject Files		<b>Total # Of Containers :</b>	5
			<b>Cubic Feet :</b>	5.385

Asset ID	Container #	Type	Location
HC1-63303295	1	FRC-S	A2-02-0000490-011-2-004-00
HC1-63303300	2	FRC-S	A2-02-0000490-011-2-004-00
HC1-63304303	3	FRC-S	A2-02-00631L1-006-1-069-01
HC1-63304306	4	FRC-S	A2-02-00631L1-006-1-069-01
HC1-63304309	5	FRC-S	A2-02-00631L1-006-1-069-02

 **Accession Detail** 

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**Basic Information**

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**Accession #:** NN3-306-08-004      **Archival Unit:** Archives II, A2  
**Record Group/Collection #:** 0306  
**Description:** IEE Exhibit Files for Eastern Europe (Poland, Hungary, Czechoslovakia, Romania);  
Political Files (Poland); and Educational Exchange Files (Romania)  
**# of Containers:** 4      **Cubic Feet:** 4.31  
**Classification Status:** Classified      **Status:** Records Received  
**Risk Level:** No Preservation Action Now      **Access Restriction:** Restricted- Fully  
**Inclusive Start Date:** 1962      **Inclusive End Date:** 1972  
**Comments:** Lot No 74D193

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**Container Information:**

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<b>Container Type:</b>	<b># of Containers:</b>	<b>Cubic Feet:</b>
FRC-S	4	4.31

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# Accession - Asset Shelf Report

<b>Accession Number :</b>		NN3-306-08-004	<b>Media Type :</b>	Textual
<b>RG/Collection # :</b>	0306		<b>Accession Type :</b>	Direct Offer
<b>Description :</b>	IEE Exhibit Files for Eastern Europe (Poland, Hungary, Czechoslovakia, Romania); Political Files (Poland); and Educational Exchange Files (Romania)		<b>Total # Of Containers :</b>	4
			<b>Cubic Feet :</b>	4.308

Asset ID	Container #	Type	Location
HC1-63220019	1	FRC-S	A2-02-0000490-017-2-005-00
HC1-63220024	2	FRC-S	A2-02-0000490-017-2-005-00
HC1-63220027	3	FRC-S	A2-02-0000490-017-2-006-00
HC1-63220030	4	FRC-S	A2-02-0000490-017-2-006-00

**Accession Detail**


**Basic Information**

**Accession #:** NN3-306-08-004      **Archival Unit:** Archives II, A2  
**Record Group/Collection #:** 0306  
**Description:** IEE Assistant Director's Administrative and Program Files  
**# of Containers:** 3      **Cubic Feet:** 3.23  
**Classification Status:** Classified      **Status:** Records Received  
**Risk Level:** No Preservation Action Now      **Access Restriction:** Restricted- Fully  
**Inclusive Start Date:** 1970      **Inclusive End Date:** 1971  
**Comments:** Lot No. 74D225

**Container Information:**

<b>Container Type:</b>	<b># of Containers:</b>	<b>Cubic Feet:</b>
FRC-S	3	3.23

# Accession - Asset Shelf Report

<b>Accession Number :</b>		NN3-306-08-004	<b>Media Type :</b>	Textual
<b>RG/Collection # :</b>	0306		<b>Accession Type :</b>	Direct Offer
<b>Description :</b>	IEE Assistant Director's Administrative and Program Files		<b>Total # Of Containers :</b>	3
			<b>Cubic Feet :</b>	3.231

Asset ID	Container #	Type	Location
HC1-63220043	1	FRC-S	A2-02-0000490-011-2-003-00
HC1-63220048	2	FRC-S	A2-02-0000490-011-2-003-00
HC1-63220051	3	FRC-S	A2-02-0000490-011-2-004-00

# Accession Detail

## Basic Information

**Accession #:** NN3-306-08-004      **Archival Unit:** Archives II, A2  
**Record Group/Collection #:** 0306  
**Description:** Inspection Reports


**# of Containers:** 6      **Cubic Feet:** 5.39  
**Classification Status:** Classified      **Status:** Records Received  
**Risk Level:** No Preservation Action Now      **Access Restriction:** Restricted- Fully  
**Inclusive Start Date:** 1974      **Inclusive End Date:** 1974  
**Comments:** Box 2 Missing - NOS

## Container Information:

Container Type:	# of Containers:	Cubic Feet:
FRC-S	6	6.46



# Accession - Asset Shelf Report

<b>Accession Number :</b>		NN3-306-08-004	<b>Media Type :</b>	Textual
<b>RG/Collection # :</b>	0306		<b>Accession Type :</b>	Direct Offer
<b>Description :</b>	Inspection Reports		<b>Total # Of Containers :</b>	6
			<b>Cubic Feet :</b>	5.385

Asset ID	Container #	Type	Location
HC1-63220062	1	FRC-S	A2-02-0000490-010-2-011-00
HC1-63220091	2	FRC-S	
HC1-63220067	3	FRC-S	A2-02-0000490-010-2-012-00
HC1-63220070	4	FRC-S	A2-02-0000490-010-2-012-00
HC1-63220073	5	FRC-S	A2-02-0000490-010-2-013-00
HC1-63220076	6	FRC-S	A2-02-0000490-010-2-013-00


**Basic Information**

**Accession #:** NN3-306-08-004      **Archival Unit:** Archives II, A2  
**Record Group/Collection #:** 0306  
**Description:** Interagency Council on International Educational & Cultural Affairs: Minutes of Meetings; Special Mtgs; Papers (Council); Numbered Papers; Unnumbered Papers; Policies; Reports; Science Liaison Group; Committees-Proposed; AREA; Task Force & Work Groups etc  
**# of Containers:**  
**Classification Status:** 6      **Cubic Feet:** 6.46  
**Risk Level:** Classified      **Status:** Records Received  
**Inclusive Start Date:** No Preservation Action Now      **Access Restriction:** Restricted- Fully  
**Comments:** 1964      **Inclusive End Date:** 1972

**Container Information:**

Container Type:	# of Containers:	Cubic Feet:
FRC-S	6	6.46

# Accession - Asset Shelf Report

<b>Accession Number :</b>		NN3-306-08-004	<b>Media Type :</b>	Textual
<b>RG/Collection # :</b>	0306		<b>Accession Type :</b>	Direct Offer
<b>Description :</b>	Interagency Council on International Educational & Cultural Affairs: Minutes of Meetings; Special Mtgs; Papers (Council); Numbered Papers; Unnumbered Papers; Policies; Reports; Science Liaison Group; Committees-Proposed; AREA; Task Force & Work Groups etc		<b>Total # Of Containers :</b>	6
			<b>Cubic Feet :</b>	6.462

Asset ID	Container #	Type	Location
HC1-63220100	1	FRC-S	A2-02-0000490-010-2-022-00
HC1-63220105	2	FRC-S	A2-02-0000490-010-2-023-00
HC1-63220108	3	FRC-S	A2-02-0000490-010-2-023-00
HC1-63220111	4	FRC-S	A2-02-0000490-010-2-023-00
HC1-63220114	5	FRC-S	A2-02-0000490-010-2-024-00
HC1-63220117	6	FRC-S	A2-02-0000490-010-2-024-00

**Basic Information**


**Accession #:** NN3-306-08-004      **Archival Unit:** Archives II, A2  
**Record Group/Collection #:** 0306  
**Description:** Director's Subject Files, Correspondence and memoranda

**# of Containers:** 10      **Cubic Feet:** 10.77  
**Classification Status:** Classified      **Status:** Records Received  
**Risk Level:** No Preservation Action Now      **Access Restriction:** Restricted- Fully  
**Inclusive Start Date:** 1976      **Inclusive End Date:** 1976  
**Comments:**

**Container Information:**

Container Type:	# of Containers:	Cubic Feet:
FRC-S	10	10.77

# Accession - Asset Shelf Report

<b>Accession Number :</b>		NN3-306-08-004	<b>Media Type :</b>	Textual
<b>RG/Collection # :</b>	0306		<b>Accession Type :</b>	Direct Offer
<b>Description :</b>	Director's Subject Files, Correspondence and memoranda		<b>Total # Of Containers :</b>	10
			<b>Cubic Feet :</b>	10.77

Asset ID	Container #	Type	Location
HC1-63220134	1	FRC-S	A2-02-0000490-014-2-004-00
HC1-63220139	2	FRC-S	A2-02-0000490-014-2-004-00
HC1-63220142	3	FRC-S	A2-02-0000490-014-2-004-00
HC1-63220145	4	FRC-S	A2-02-0000490-014-2-005-00
HC1-63220148	5	FRC-S	A2-02-0000490-014-2-005-00
HC1-63220151	6	FRC-S	A2-02-0000490-014-2-005-00
HC1-63220154	7	FRC-S	
HC1-63220157	8	FRC-S	
HC1-63220160	9	FRC-S	
HC1-63220163	10	FRC-S	A2-02-0000490-014-2-008-00


**Basic Information**

**Accession #:** NN3-306-08-004      **Archival Unit:** Archives II, A2  
**Record Group/Collection #:** 0306  
**Description:** Country Plans  
  
**# of Containers:** 1      **Cubic Feet:** 1.08  
**Classification Status:** Classified      **Status:** Records Received  
**Risk Level:** No Preservation Action Now      **Access Restriction:** Restricted- Fully  
**Inclusive Start Date:** 1974      **Inclusive End Date:** 1974  
**Comments:**

**Container Information:**

Container Type:	# of Containers:	Cubic Feet:
FRC-S	1	1.08

# Accession - Asset Shelf Report

<b>Accession Number :</b>		NN3-306-08-004	<b>Media Type :</b>	Textual
<b>RG/Collection # :</b>	0306		<b>Accession Type :</b>	Direct Offer
<b>Description :</b>	Country Plans		<b>Total # Of Containers :</b>	1
			<b>Cubic Feet :</b>	1.077

Asset ID	Container #	Type	Location
HC1-63295067	1	FRC-S	A2-02-0000490-001-2-010-00

**Accession Detail**

**Basic Information**

**Accession #:** NN3-306-08-004      **Archival Unit:** Archives II, A2  
**Record Group/Collection #:** 0306  
**Description:** Board of Foreign Scholarships Transcripts


**# of Containers:** 1      **Cubic Feet:** 1.08  
**Classification Status:** Classified      **Status:** Records Received  
**Risk Level:** No Preservation Action Now      **Access Restriction:** Restricted- Fully  
**Inclusive Start Date:** 1980      **Inclusive End Date:** 1980  
**Comments:**

**Container Information:**

<b>Container Type:</b>	<b># of Containers:</b>	<b>Cubic Feet:</b>
FRC-S	1	1.08



# Accession - Asset Shelf Report

<b>Accession Number :</b>		NN3-306-08-004	<b>Media Type :</b>	Textual
<b>RG/Collection # :</b>	0306		<b>Accession Type :</b>	Direct Offer
<b>Description :</b>	Board of Foreign Scholarships Transcripts		<b>Total # Of Containers :</b>	1
			<b>Cubic Feet :</b>	1.077

Asset ID	Container #	Type	Location
HC1-63220227	1	FRC-S	A2-02-0000490-009-2-028-00

# Accession Detail

## Basic Information


**Accession #:** NN3-306-08-004      **Archival Unit:** Archives II, A2  
**Record Group/Collection #:** 0306  
**Description:** Board of Foreign Scholarships Transcripts

**# of Containers:** 1      **Cubic Feet:** 1.08  
**Classification Status:** Classified      **Status:** Records Received  
**Risk Level:** No Preservation Action Now      **Access Restriction:** Restricted- Fully  
**Inclusive Start Date:** 1981      **Inclusive End Date:** 1981  
**Comments:**

## Container Information:

Container Type:	# of Containers:	Cubic Feet:
FRC-S	1	1.08

# Accession - Asset Shelf Report

<b>Accession Number :</b>		NN3-306-08-004	<b>Media Type :</b>	Textual
<b>RG/Collection # :</b>	0306		<b>Accession Type :</b>	Direct Offer
<b>Description :</b>	Board of Foreign Scholarships Transcripts		<b>Total # Of Containers :</b>	1
			<b>Cubic Feet :</b>	1.077

Asset ID	Container #	Type	Location
HC1-63220236	1	FRC-S	A2-02-0000490-010-2-026-00

**Accession Detail**

**Basic Information**


**Accession #:** NN3-306-08-004      **Archival Unit:** Archives II, A2  
**Record Group/Collection #:** 0306  
**Description:** Executive Committee Files

**# of Containers:** 1      **Cubic Feet:** 1.08  
**Classification Status:** Classified      **Status:** Records Received  
**Risk Level:** No Preservation Action Now      **Access Restriction:** Restricted- Fully  
**Inclusive Start Date:** 1977      **Inclusive End Date:** 1977  
**Comments:**

**Container Information:**

<b>Container Type:</b>	<b># of Containers:</b>	<b>Cubic Feet:</b>
FRC-S	1	1.08

# Accession - Asset Shelf Report

<b>Accession Number :</b>		NN3-306-08-004	<b>Media Type :</b>	Textual
<b>RG/Collection # :</b>	0306		<b>Accession Type :</b>	Direct Offer
<b>Description :</b>	Executive Committee Files		<b>Total # Of Containers :</b>	1
			<b>Cubic Feet :</b>	1.077

Asset ID	Container #	Type	Location
HC1-63295099	1	FRC-S	A2-02-0000490-002-2-006-00

**Basic Information**


**Accession #:** NN3-306-08-004      **Archival Unit:** Archives II, A2  
**Record Group/Collection #:** 0306  
**Description:** Executive Committee Files

**# of Containers:** 1      **Cubic Feet:** 1.08  
**Classification Status:** Classified      **Status:** Records Received  
**Risk Level:** No Preservation Action Now      **Access Restriction:** Restricted- Fully  
**Inclusive Start Date:** 1970      **Inclusive End Date:** 1977  
**Comments:**

**Container Information:**

Container Type:	# of Containers:	Cubic Feet:
FRC-S	1	1.08

# Accession - Asset Shelf Report

<b>Accession Number :</b>		NN3-306-08-004	<b>Media Type.:</b>	Textual
<b>RG/Collection # :</b>	0306		<b>Accession Type :</b>	Direct Offer
<b>Description :</b>	Executive Committee Files		<b>Total # Of Containers :</b>	1
			<b>Cubic Feet :</b>	1.077

Asset ID	Container #	Type	Location
HC1-63220245	1	FRC-S	A2-02-0000490-015-2-009-00

# Accession Detail

## Basic Information


**Accession #:** NN3-306-08-004      **Archival Unit:** Archives II, A2  
**Record Group/Collection #:** 0306  
**Description:** Office of the Director, Secretariat Staff: Correspondence, memoranda, reports, briefings, and related materials  
**# of Containers:** 3      **Cubic Feet:** 3.23  
**Classification Status:** Classified      **Status:** Records Received  
**Risk Level:** No Preservation Action Now      **Access Restriction:** Restricted- Fully  
**Inclusive Start Date:** 1975      **Inclusive End Date:** 1975  
**Comments:**

## Container Information:

Container Type:	# of Containers:	Cubic Feet:
FRC-S	3	3.23



# Accession - Asset Shelf Report

<b>Accession Number :</b>		NN3-306-08-004	<b>Media Type :</b>	Textual
<b>RG/Collection # :</b>	0306		<b>Accession Type :</b>	Direct Offer
<b>Description :</b>	Office of the Director, Secretariat Staff: Correspondence, memoranda, reports, briefings, and related materials		<b>Total # Of Containers :</b>	3
			<b>Cubic Feet :</b>	3.231

Asset ID	Container #	Type	Location
HC1-63295121	1	FRC-S	A2-02-0000490-001-2-008-00
HC1-63295126	2	FRC-S	A2-02-0000490-001-2-008-00
HC1-63295129	3	FRC-S	A2-02-0000490-001-2-008-00

**Basic Information**


**Accession #:** NN3-306-08-004      **Archival Unit:** Archives II, A2  
**Record Group/Collection #:** 0306  
**Description:** Office of Research & Media Reaction: Program Files for the Director

**# of Containers:** 2      **Cubic Feet:** 2.15  
**Classification Status:** Classified      **Status:** Records Received  
**Risk Level:** No Preservation Action Now      **Access Restriction:** Restricted- Fully  
**Inclusive Start Date:** 1978      **Inclusive End Date:** 1978  
**Comments:**

**Container Information:**

Container Type:	# of Containers:	Cubic Feet:
FRC-S	2	2.15

# Accession - Asset Shelf Report

<b>Accession Number :</b>		NN3-306-08-004	<b>Media Type :</b>	Textual
<b>RG/Collection # :</b>	0306		<b>Accession Type :</b>	Direct Offer
<b>Description :</b>	Office of Research & Media Reaction: Program Files for the Director		<b>Total # Of Containers :</b>	2
			<b>Cubic Feet :</b>	2.154

Asset ID	Container #	Type	Location
HC1-63295143	1	FRC-S	A2-02-0000490-003-2-022-00
HC1-63295148	2	FRC-S	A2-02-0000490-003-2-023-00

**Basic Information**


**Accession #:** NN3-306-08-004      **Archival Unit:** Archives II, A2  
**Record Group/Collection #:** 0306  
**Description:** Office of Research: Program Files of the Director

**# of Containers:** 2      **Cubic Feet:** 2.15  
**Classification Status:** Classified      **Status:** Records Received  
**Risk Level:** No Preservation Action Now      **Access Restriction:** Restricted- Fully  
**Inclusive Start Date:** 1975      **Inclusive End Date:** 1975  
**Comments:**

**Container Information:**

Container Type:	# of Containers:	Cubic Feet:
FRC-S	2	2.15

# Accession - Asset Shelf Report

<b>Accession Number :</b>		NN3-306-08-004	<b>Media Type :</b>	Textual
<b>RG/Collection # :</b>	0306		<b>Accession Type :</b>	Direct Offer
<b>Description :</b>	Office of Research: Program Files of the Director		<b>Total # Of Containers :</b>	2
			<b>Cubic Feet :</b>	2.154

Asset ID	Container #	Type	Location
HC1-63295160	1	FRC-S	A2-02-0000490-001-2-030-00
HC1-63295165	2	FRC-S	A2-02-0000490-001-2-032-00



# Accession Detail




## Basic Information

<b>Accession #:</b>	NN3-306-08-004	<b>Archival Unit:</b>	Archives II, A2
<b>Record Group/Collection #:</b>	0306		
<b>Description:</b>	Office of Research: Program Files of the Director		
<b># of Containers:</b>	1	<b>Cubic Feet:</b>	1.08
<b>Classification Status:</b>	Classified	<b>Status:</b>	Records Received
<b>Risk Level:</b>	No Preservation Action Now	<b>Access Restriction:</b>	Restricted- Fully
<b>Inclusive Start Date:</b>	1977	<b>Inclusive End Date:</b>	1977
<b>Comments:</b>			

## Container Information:

Container Type:	# of Containers:	Cubic Feet:
FRC-S	1	1.08

# Accession - Asset Shelf Report

<b>Accession Number :</b>		NN3-306-08-004	<b>Media Type :</b>	Textual
<b>RG/Collection # :</b>	0306		<b>Accession Type :</b>	Direct Offer
<b>Description :</b>	Office of Research: Program Files of the Director		<b>Total # Of Containers :</b>	1
			<b>Cubic Feet :</b>	1.077

Asset ID	Container #	Type	Location
HC1-63295177	1	FRC-S	A2-02-0000490-001-2-032-00



# Accession Detail



## Basic Information


**Accession #:** NN3-306-08-004      **Archival Unit:** Archives II, A2  
**Record Group/Collection #:** 0306  
**Description:** Bureau of Programs & Policy: Director Subject Files  
  
**# of Containers:** 1      **Cubic Feet:** 1.08  
**Classification Status:** Classified      **Status:** Records Received  
**Risk Level:** No Preservation Action Now      **Access Restriction:** Restricted- Fully  
  
**Inclusive Start Date:** 1973      **Inclusive End Date:** 1979  
**Comments:**

## Container Information:

Container Type:	# of Containers:	Cubic Feet:
FRC-S	1	1.08



# Accession - Asset Shelf Report

<b>Accession Number :</b>		NN3-306-08-004	<b>Media Type :</b>	Textual
<b>RG/Collection # :</b>	0306		<b>Accession Type :</b>	Direct Offer
<b>Description :</b>	Bureau of Programs & Policy: Director Subject Files		<b>Total # Of Containers :</b>	1
			<b>Cubic Feet :</b>	1.077

Asset ID	Container #	Type	Location
HC1-63295189	1	FRC-S	A2-02-0000490-001-2-001-00



# Accession Detail




## Basic Information

<b>Accession #:</b>	NN3-306-08-004	<b>Archival Unit:</b>	Archives II, A2
<b>Record Group/Collection #:</b>	0306		
<b>Description:</b>	Bureau of Programs & Policy: Director Subject Files		
<b># of Containers:</b>	1	<b>Cubic Feet:</b>	1.08
<b>Classification Status:</b>	Classified	<b>Status:</b>	Records Received
<b>Risk Level:</b>	No Preservation Action Now	<b>Access Restriction:</b>	Restricted- Fully
<b>Inclusive Start Date:</b>	1969	<b>Inclusive End Date:</b>	1979
<b>Comments:</b>			

## Container Information:

Container Type:	# of Containers:	Cubic Feet:
FRC-S	1	1.08

# Accession - Asset Shelf Report

<b>Accession Number :</b>		NN3-306-08-004	<b>Media Type :</b>	Textual
<b>RG/Collection # :</b>	0306		<b>Accession Type :</b>	Direct Offer
<b>Description :</b>	Bureau of Programs & Policy: Director Subject Files		<b>Total # Of Containers :</b>	1
			<b>Cubic Feet :</b>	1.077

Asset ID	Container #	Type	Location
HC1-63711352	1	FRC-S	A2-02-00631L1-006-1-068-06

# Accession Detail

## Basic Information


**Accession #:** NN3-306-08-004      **Archival Unit:** Archives II, A2  
**Record Group/Collection #:** 0306  
**Description:** Office of the General Counsel: General Legal Files

**# of Containers:** 1      **Cubic Feet:** 1.08  
**Classification Status:** Classified      **Status:** Records Received  
**Risk Level:** No Preservation Action Now      **Access Restriction:** Restricted- Fully  
**Inclusive Start Date:** 1972      **Inclusive End Date:** 1982  
**Comments:**

## Container Information:

Container Type:	# of Containers:	Cubic Feet:
FRC-S	1	1.08

# Accession - Asset Shelf Report

<b>Accession Number :</b>		NN3-306-08-004	<b>Media Type :</b>	Textual
<b>RG/Collection # :</b>	0306		<b>Accession Type :</b>	Direct Offer
<b>Description :</b>	Office of the General Counsel: General Legal Files		<b>Total # Of Containers :</b>	1
			<b>Cubic Feet :</b>	1.077

Asset ID	Container #	Type	Location
HC1-63220254	1	FRC-S	A2-02-0000490-010-2-026-00

**Accession Detail**

**Basic Information**


**Accession #:** NN3-306-08-004      **Archival Unit:** Archives II, A2  
**Record Group/Collection #:** 0306  
**Description:** ICS Subject Files

**# of Containers:** 4      **Cubic Feet:** 4.31  
**Classification Status:** Classified      **Status:** Records Received  
**Risk Level:** No Preservation Action Now      **Access Restriction:** Restricted- Fully  
**Inclusive Start Date:** 1966      **Inclusive End Date:** 1966  
**Comments:** No SF 135 in dossier?

**Container Information:**

<b>Container Type:</b>	<b># of Containers:</b>	<b>Cubic Feet:</b>
FRC-S	4	4.31

# Accession - Asset Shelf Report

<b>Accession Number :</b>		NN3-306-08-004	<b>Media Type :</b>	Textual
<b>RG/Collection # :</b>	0306		<b>Accession Type :</b>	Direct Offer
<b>Description :</b>	ICS Subject Files		<b>Total # Of Containers :</b>	4
			<b>Cubic Feet :</b>	4.308

Asset ID	Container #	Type	Location
HC1-63138206	70	FRC-S	A2-02-0000490-010-2-009-00
HC1-63138211	71	FRC-S	A2-02-0000490-010-2-009-00
HC1-63138214	72	FRC-S	A2-02-0000490-010-2-009-00
HC1-63138217	73	FRC-S	A2-02-0000490-010-2-010-00

# Accession Detail

## Basic Information

**Accession #:** NN3-306-08-004      **Archival Unit:** Archives II, A2  
**Record Group/Collection #:** 0306  
**Description:** ICS/EO Project Files


**# of Containers:** 1      **Cubic Feet:** 1.08  
**Classification Status:** Classified      **Status:** Records Received  
**Risk Level:** No Preservation Action Now      **Access Restriction:** Restricted- Fully  
**Inclusive Start Date:** 1957      **Inclusive End Date:** 1966  
**Comments:** No SF 135 in dossier?

## Container Information:

Container Type:	# of Containers:	Cubic Feet:
FRC-S	1	1.08



# Accession - Asset Shelf Report

<b>Accession Number :</b>		NN3-306-08-004	<b>Media Type :</b>	Textual
<b>RG/Collection # :</b>	0306		<b>Accession Type :</b>	Direct Offer
<b>Description :</b>	ICS/EO Project Files		<b>Total # Of Containers :</b>	1
			<b>Cubic Feet :</b>	1.077

Asset ID	Container #	Type	Location
HC1-63138230	84	FRC-S	A2-02-0000490-010-2-010-00

# Accession Detail


## Basic Information

**Accession #:** NN3-306-08-004      **Archival Unit:** Archives II, A2  
**Record Group/Collection #:** 0306  
**Description:** ICS/? M2-Donated Books; ICS/T English Teaching Country Files and Adm. Files i.e. general correspondence, memos, etc.  
**# of Containers:** 5      **Cubic Feet:** 5.39  
**Classification Status:** Classified      **Status:** Records Received  
**Risk Level:** No Preservation Action Now      **Access Restriction:** Restricted- Fully  
**Inclusive Start Date:** 1962      **Inclusive End Date:** 1967  
**Comments:** Lot Nos. 69D??? and 69D103

## Container Information:

Container Type:	# of Containers:	Cubic Feet:
FRC-S	5	5.39

# Accession - Asset Shelf Report

<b>Accession Number :</b>		NN3-306-08-004	<b>Media Type :</b>	Textual
<b>RG/Collection # :</b>	0306		<b>Accession Type :</b>	Direct Offer
<b>Description :</b>	ICS/? M2-Donated Books; ICS/T English Teaching Country Files and Adm. Files i.e. general correspondence, memos, etc.		<b>Total # Of Containers :</b>	5
			<b>Cubic Feet :</b>	5.385

Asset ID	Container #	Type	Location
HC1-63138239	34	FRC-S	A2-02-0000490-010-2-026-00
HC1-63138244	35	FRC-S	A2-02-0000490-010-2-027-00
HC1-63138247	36	FRC-S	A2-02-0000490-010-2-027-00
HC1-63138250	37	FRC-S	A2-02-0000490-010-2-027-00
HC1-63138253	38	FRC-S	A2-02-0000490-010-2-028-00

**Basic Information**


**Accession #:** NN3-306-08-004      **Archival Unit:** Archives II, A2  
**Record Group/Collection #:** 0306  
**Description:** IAE Record Copies of Subject Communications and Background Material

**# of Containers:** 23      **Cubic Feet:** 24.77  
**Classification Status:** Classified      **Status:** Records Received  
**Risk Level:** No Preservation Action Now      **Access Restriction:** Restricted- Fully  
**Inclusive Start Date:** 1967      **Inclusive End Date:** 1968  
**Comments:** Lot Nos. 69D360, 69D507, 69D522, and 70D7

**Container Information:**

Container Type:	# of Containers:	Cubic Feet:
FRC-S	23	24.77

# Accession - Asset Shelf Report

<b>Accession Number :</b>		NN3-306-08-004	<b>Media Type :</b>	Textual
<b>RG/Collection # :</b>	0306		<b>Accession Type :</b>	Direct Offer
<b>Description :</b>	IAE Record Copies of Subject Communications and Background Material		<b>Total # Of Containers :</b>	23
			<b>Cubic Feet :</b>	24.771

Asset ID	Container #	Type	Location	Asset ID	Container #	Type	Location
HC1-63295296	14	FRC-S	A2-02-0000490-011-2-014-00	HC1-63302358	34	FRC-S	A2-02-0000490-011-2-024-00
HC1-63302301	15	FRC-S	A2-02-0000490-011-2-014-00	HC1-63302361	35	FRC-S	A2-02-0000490-011-2-025-00
HC1-63302304	16	FRC-S	A2-02-0000490-011-2-015-00	HC1-63302364	36	FRC-S	A2-02-0000490-011-2-025-00
HC1-63302307	17	FRC-S	A2-02-0000490-011-2-015-00				
HC1-63302310	18	FRC-S	A2-02-0000490-011-2-015-00				
HC1-63302313	19	FRC-S	A2-02-0000490-011-2-020-00				
HC1-63302316	20	FRC-S	A2-02-0000490-011-2-020-00				
HC1-63302319	21	FRC-S	A2-02-0000490-011-2-020-00				
HC1-63302322	22	FRC-S	A2-02-0000490-011-2-021-00				
HC1-63302325	23	FRC-S	A2-02-0000490-011-2-021-00				
HC1-63302328	24	FRC-S	A2-02-0000490-011-2-021-00				
HC1-63302331	25	FRC-S	A2-02-0000490-011-2-022-00				
HC1-63302334	26	FRC-S	A2-02-00631L1-006-1-069-02				
HC1-63302337	27	FRC-S	A2-02-0000490-011-2-022-00				
HC1-63302340	28	FRC-S	A2-02-0000490-011-2-022-00				
HC1-63302343	29	FRC-S	A2-02-0000490-011-2-023-00				
HC1-63302346	30	FRC-S	A2-02-0000490-011-2-023-00				
HC1-63302349	31	FRC-S	A2-02-0000490-011-2-023-00				
HC1-63302352	32	FRC-S	A2-02-0000490-011-2-024-00				
HC1-63302355	33	FRC-S	A2-02-0000490-011-2-024-00				


**Basic Information**

<b>Accession #:</b>	NN3-306-08-004	<b>Archival Unit:</b>	Archives II, A2
<b>Record Group/Collection #:</b>	0306		
<b>Description:</b>	ICS/B Blue Book Material, 1955-1960; Operations & Policy Research contract material, 1953-1965; ICS/B Correspondence to and from authors, publishers, etc. Jan. 1964-Dec. 1965; and Religious materials, 1951-1959		
<b># of Containers:</b>	1	<b>Cubic Feet:</b>	1.08
<b>Classification Status:</b>	Classified	<b>Status:</b>	Records Received
<b>Risk Level:</b>	No Preservation Action Now	<b>Access Restriction:</b>	Restricted- Fully
<b>Inclusive Start Date:</b>	1951	<b>Inclusive End Date:</b>	1965
<b>Comments:</b>	Lot No. 69D504		

**Container Information:**

Container Type:	# of Containers:	Cubic Feet:
FRC-S	1	1.08

# Accession - Asset Shelf Report

<b>Accession Number :</b>		NN3-306-08-004	<b>Media Type :</b>	Textual
<b>RG/Collection # :</b>	0306		<b>Accession Type :</b>	Direct Offer
<b>Description :</b>	ICS/B Blue Book Material, 1955-1960; Operations & Policy Research contract material, 1953-1965; ICS/B Correspondence to and from authors, publishers, etc. Jan. 1964-Dec. 1965; and Religious materials, 1951-1959		<b>Total # Of Containers :</b>	1
			<b>Cubic Feet :</b>	1.077

Asset ID	Container #	Type	Location
HC1-63138268	135	FRC-S	A2-02-0000490-011-2-034-00

# Accession Detail

## Basic Information


**Accession #:** NN3-306-08-004      **Archival Unit:** Archives II, A2  
**Record Group/Collection #:** 0306  
**Description:** IAF 1958-1967 Subject and Country Files; 1966-1968 Subject Files for the Philippines and Indonesia; 1961-1967 Subject Files for Japan, New Zealand, Australia, Singapore, Malaysia, and Korea; FY-1967-68 Subject Files  
**# of Containers:** 30      **Cubic Feet:** 31.23  
**Classification Status:** Classified      **Status:** Records Received  
**Risk Level:** No Preservation Action Now      **Access Restriction:** Restricted- Fully  
**Inclusive Start Date:** 1958      **Inclusive End Date:** 1968  
**Comments:** Lot Nos. 68D395, 70D76, 70D105, and 70D146  
Box 63 Missing - NOS

## Container Information:

Container Type:	# of Containers:	Cubic Feet:
FRC-S	30	32.31



# Accession - Asset Shelf Report

<b>Accession Number :</b>		NN3-306-08-004	<b>Media Type :</b>	Textual
<b>RG/Collection # :</b>	0306		<b>Accession Type :</b>	Direct Offer
<b>Description :</b>	IAF 1958-1967 Subject and Country Files; 1966-1968 Subject Files for the Philippines and Indonesia; 1961-1967 Subject Files for Japan, New Zealand, Australia, Singapore, Malaysia, and Korea; FY-1967-68 Subject Files			<b>Total # Of Containers :</b> 30
			<b>Cubic Feet :</b>	31.233

Asset ID	Container #	Type	Location	Asset ID	Container #	Type	Location
HC1-63302421	37	FRC-S	A2-02-0000490-011-2-025-00	HC1-63302483	57	FRC-S	A2-02-00631L1-006-1-069-03
HC1-63302426	38	FRC-S	A2-02-0000490-011-2-026-00	HC1-63302486	58	FRC-S	A2-02-0000490-011-2-032-00
HC1-63302429	39	FRC-S	A2-02-0000490-011-2-026-00	HC1-63302489	59	FRC-S	A2-02-00631L1-006-1-069-03
HC1-63302432	40	FRC-S	A2-02-0000490-011-2-026-00	HC1-63302492	60	FRC-S	A2-02-0000490-011-2-032-00
HC1-63302435	41	FRC-S	A2-02-0000490-011-2-027-00	HC1-63302495	61	FRC-S	A2-02-0000490-011-2-032-00
HC1-63302438	42	FRC-S	A2-02-0000490-011-2-027-00	HC1-63302498	62	FRC-S	A2-02-0000490-011-2-033-00
HC1-63302441	43	FRC-S	A2-02-0000490-011-2-027-00	HC1-63302501	63	FRC-S	
HC1-63302444	44	FRC-S	A2-02-0000490-011-2-028-00	HC1-63302504	64	FRC-S	A2-02-0000490-011-2-033-00
HC1-63302447	45	FRC-S	A2-02-0000490-011-2-028-00	HC1-63302507	65	FRC-S	A2-02-0000490-011-2-034-00
HC1-63302450	46	FRC-S	A2-02-00631L1-006-1-069-02	HC1-63302510	66	FRC-S	A2-02-0000490-011-2-034-00
HC1-63302453	47	FRC-S	A2-02-0000490-011-2-029-00				
HC1-63302456	48	FRC-S	A2-02-0000490-011-2-029-00				
HC1-63302459	49	FRC-S	A2-02-0000490-011-2-029-00				
HC1-63302462	50	FRC-S	A2-02-0000490-011-2-030-00				
HC1-63302465	51	FRC-S	A2-02-0000490-011-2-030-00				
HC1-63302468	52	FRC-S	A2-02-0000490-011-2-030-00				
HC1-63302471	53	FRC-S	A2-02-0000490-011-2-031-00				
HC1-63302474	54	FRC-S	A2-02-0000490-011-2-031-00				
HC1-63302477	55	FRC-S	A2-02-00631L1-006-1-069-03				
HC1-63302480	56	FRC-S	A2-02-0000490-011-2-031-00				

## Accession Detail

### Basic Information

**Accession #:** NN3-306-08-004      **Archival Unit:** Archives II, A2  
**Record Group/Collection #:** 0306  
**Description:** IAS Eastern European Files, general and by country (Poland, Hungary, Czechoslovakia, Romania and Eastern Europe)  
**# of Containers:** 10      **Cubic Feet:** 10.77  
**Classification Status:** Classified      **Status:** Records Received  
**Risk Level:** No Preservation Action Now      **Access Restriction:** Restricted- Fully  
**Inclusive Start Date:** 1968      **Inclusive End Date:** 1969  
**Comments:** Lot No. 71D92

### Container Information:

Container Type:	# of Containers:	Cubic Feet:
FRC-S	10	10.77


**Basic Information**

**Accession #:** NN3-306-08-004      **Archival Unit:** Archives II, A2  
**Record Group/Collection #:** 0306  
**Description:** ICS/ED Project data from research and design thru production on the three 1968 Int'l Trade Fair held in Budapest, Hungary, Poznan, Poland, and Plovdiv, Bulgaria; Record copies of subject communications pertaining to the 1966 Bangkok Int'l Trade Fair  
**# of Containers:** 5      **Cubic Feet:** 5.39  
**Classification Status:** Classified      **Status:** Records Received  
**Risk Level:** No Preservation Action Now      **Access Restriction:** Restricted- Fully  
**Inclusive Start Date:** 1966      **Inclusive End Date:** 1968  
**Comments:** Lot Nos. 70D179 and 70D302

**Container Information:**

Container Type:	# of Containers:	Cubic Feet:
FRC-S	5	5.39

# Accession - Asset Shelf Report

<b>Accession Number :</b>		NN3-306-08-004	<b>Media Type :</b>	Textual
<b>RG/Collection # :</b>	0306		<b>Accession Type :</b>	Direct Offer
<b>Description :</b>	ICS/ED Project data from research and design thru production on the three 1968 Int'l Trade Fair held in Budapest, Hungary, Poznan, Poland, and Plovdiv, Bulgaria; Record copies of subject communications pertaining to the 1966 Bangkok Int'l Trade Fair			<b>Total # Of Containers :</b> 5
			<b>Cubic Feet :</b>	5.385

Asset ID	Container #	Type	Location
HC1-63138350	41	FRC-S	A2-02-0000490-016-2-030-00
HC1-63138355	42	FRC-S	A2-02-0000490-016-2-030-00
HC1-63138358	43	FRC-S	A2-02-0000490-015-2-030-00
HC1-63138361	44	FRC-S	A2-02-0000490-016-2-031-00
HC1-63138364	45	FRC-S	A2-02-0000490-016-2-031-00


**Basic Information**

**Accession #:** NN3-306-08-004      **Archival Unit:** Archives II, A2  
**Record Group/Collection #:** 0306  
**Description:** IAA Gen'l Corres. & Country Plans/Assess. Repts for Africa; IAE Record Copies of Subject Comms. & Bckg. Material; IAF Subject Files; Subject Files; Incoming-Outgoing Action Copy Cables; Country Files  
**# of Containers:** 46      **Cubic Feet:** 49.54  
**Classification Status:** Classified      **Status:** Records Received  
**Risk Level:** No Preservation Action Now      **Access Restriction:** Restricted- Fully  
**Inclusive Start Date:** 1955      **Inclusive End Date:** 1969  
**Comments:** Lot Nos. 71D255, 70D107, 71D96, 71D97, 69D49, 70D300, 70D463, and 70D465

**Container Information:**


Container Type:	# of Containers:	Cubic Feet:
FRC-S	46	49.54

# Accession - Asset Shelf Report

<b>Accession Number :</b>		NN3-306-08-004	<b>Media Type :</b>	Textual
<b>RG/Collection # :</b>	0306		<b>Accession Type :</b>	Direct Offer
<b>Description :</b>	IAA Gen'l Corres. & Country Plans/Assess. Repts for Africa; IAE Record Copies of Subject Comms. & Bckg. Material; IAF Subject Files; Subject Files; Incoming-Outgoing Action Copy Cables; Country Files		<b>Total # Of Containers :</b>	46
			<b>Cubic Feet :</b>	49.542

Asset ID	Container #	Type	Location	Asset ID	Container #	Type	Location
HC1-63302567	33	FRC-S	A2-02-0000490-012-2-002-00	HC1-63302629	53	FRC-S	A2-02-0000490-012-2-007-00
HC1-63302572	34	FRC-S	A2-02-0000490-012-2-002-00	HC1-63302632	54	FRC-S	A2-02-0000490-012-2-007-00
HC1-63302575	35	FRC-S	A2-02-0000490-012-2-002-00	HC1-63302635	55	FRC-S	A2-02-0000490-012-2-007-00
HC1-63302578	36	FRC-S	A2-02-0000490-012-2-003-00	HC1-63302638	56	FRC-S	A2-02-0000490-012-2-008-00
HC1-63302581	37	FRC-S	A2-02-0000490-012-2-003-00	HC1-63302641	57	FRC-S	A2-02-0000490-012-2-008-00
HC1-63302584	38	FRC-S	A2-02-0000490-012-2-003-00	HC1-63302644	58	FRC-S	A2-02-00631L1-006-1-069-05
HC1-63302587	39	FRC-S	A2-02-00631L1-006-1-069-04	HC1-63302647	59	FRC-S	A2-02-0000490-012-2-008-00
HC1-63302590	40	FRC-S	A2-02-00631L1-006-1-069-04	HC1-63302650	60	FRC-S	A2-02-00631L1-006-1-069-06
HC1-63302593	41	FRC-S	A2-02-0000490-012-2-004-00	HC1-63302653	61	FRC-S	A2-02-0000490-012-2-009-00
HC1-63302596	42	FRC-S	A2-02-0000490-012-2-004-00	HC1-63302656	62	FRC-S	A2-02-0000490-012-2-009-00
HC1-63302599	43	FRC-S	A2-02-0000490-012-2-004-00	HC1-63302659	63	FRC-S	A2-02-0000490-012-2-009-00
HC1-63302602	44	FRC-S	A2-02-00631L1-006-1-069-04	HC1-63302662	64	FRC-S	A2-02-0000490-012-2-010-00
HC1-63302605	45	FRC-S	A2-02-0000490-012-2-005-00	HC1-63302665	65	FRC-S	A2-02-0000490-012-2-010-00
HC1-63302608	46	FRC-S	A2-02-0000490-012-2-005-00	HC1-63302668	66	FRC-S	A2-02-0000490-012-2-010-00
HC1-63302611	47	FRC-S	A2-02-0000490-012-2-005-00	HC1-63302671	67	FRC-S	A2-02-0000490-012-2-011-00
HC1-63302614	48	FRC-S	A2-02-00631L1-006-1-069-05	HC1-63302674	68	FRC-S	A2-02-0000490-012-2-011-00
HC1-63302617	49	FRC-S	A2-02-0000490-012-2-006-00	HC1-63302677	69	FRC-S	A2-02-0000490-012-2-011-00
HC1-63302620	50	FRC-S	A2-02-00631L1-006-1-069-05	HC1-63302680	70	FRC-S	A2-02-0000490-012-2-012-00
HC1-63302623	51	FRC-S	A2-02-0000490-012-2-006-00	HC1-63302683	71	FRC-S	A2-02-0000490-012-2-012-00
HC1-63302626	52	FRC-S	A2-02-0000490-012-2-006-00	HC1-63302686	72	FRC-S	A2-02-0000490-012-2-012-00

# Accession - Asset Shelf Report

<b>Accession Number :</b>		NN3-306-08-004	<b>Media Type :</b>	Textual
<b>RG/Collection # :</b>	0306		<b>Accession Type :</b>	Direct Offer
<b>Description :</b>	IAA Gen'l Corres. & Country Plans/Assess. Repts for Africa; IAE Record Copies of Subject Comms. & Bckg. Material; IAF Subject Files; Subject Files; Incoming-Outgoing Action Copy Cables; Country Files			<b>Total # Of Containers :</b> 46
			<b>Cubic Feet :</b>	49.542

Asset ID	Container #	Type	Location
HC1-63302689	73	FRC-S	A2-02-0000490-012-2-013-00
HC1-63302692	74	FRC-S	A2-02-0000490-012-2-013-00
HC1-63302695	75	FRC-S	A2-02-0000490-012-2-013-00
HC1-63302698	76	FRC-S	A2-02-0000490-012-2-014-00
HC1-63302701	77	FRC-S	A2-02-0000490-012-2-014-00
HC1-63302704	78	FRC-S	A2-02-00631L1-006-1-069-06

**Basic Information**


**Accession #:** NN3-306-08-004      **Archival Unit:** Archives II, A2  
**Record Group/Collection #:** 0306  
**Description:** IAL Files of domestic and field corres. Latin America; IAS East European Files, General and by Country; Files on Soviet affairs; Country and Exhibits Files  
**# of Containers:** 78      **Cubic Feet:** 84.01  
**Classification Status:** Classified      **Status:** Records Received  
**Risk Level:** No Preservation Action Now      **Access Restriction:** Restricted- Fully  
**Inclusive Start Date:** 1962      **Inclusive End Date:** 1970  
**Comments:** Lot Nos. 70D91, 70D201, 70D202, 70D357, 70D358, 70D462, 70D451, 71D37, 71D47, 71D48, 70D70, 71D38, and 71D93

**Container Information:**

Container Type:	# of Containers:	Cubic Feet:
FRC-S	78	84.01




# Accession - Asset Shelf Report

<b>Accession Number :</b>		NN3-306-08-004	<b>Media Type :</b>	Textual
<b>RG/Collection # :</b>	0306		<b>Accession Type :</b>	Direct Offer
<b>Description :</b>	IAL Files of domestic and field corres. Latin America; IAS East European Files, General and by Country; Files on Soviet affairs; Country and Exhibits Files		<b>Total # Of Containers :</b>	78
			<b>Cubic Feet :</b>	84.006

Asset ID	Container #	Type	Location	Asset ID	Container #	Type	Location
HC1-63302783	100	FRC-S	A2-02-0000490-012-2-016-00	HC1-63302845	120	FRC-S	A2-02-0000490-012-2-027-00
HC1-63302788	101	FRC-S	A2-02-0000490-012-2-021-00	HC1-63302848	121	FRC-S	A2-02-0000490-012-2-027-00
HC1-63302791	102	FRC-S	A2-02-0000490-012-2-021-00	HC1-63302851	122	FRC-S	A2-02-0000490-012-2-027-00
HC1-63302794	103	FRC-S	A2-02-00631L1-006-1-069-06	HC1-63302854	123	FRC-S	A2-02-0000490-012-2-028-00
HC1-63302797	104	FRC-S	A2-02-0000490-012-2-021-00	HC1-63302857	124	FRC-S	A2-02-0000490-012-2-028-00
HC1-63302800	105	FRC-S	A2-02-0000490-012-2-022-00	HC1-63302860	125	FRC-S	A2-02-0000490-012-2-028-00
HC1-63302803	106	FRC-S	A2-02-0000490-012-2-022-00	HC1-63302863	126	FRC-S	A2-02-0000490-012-2-030-00
HC1-63302806	107	FRC-S	A2-02-0000490-012-2-022-00	HC1-63302866	127	FRC-S	A2-02-0000490-012-2-030-00
HC1-63302809	108	FRC-S	A2-02-0000490-012-2-023-00	HC1-63302869	128	FRC-S	A2-02-0000490-012-2-030-00
HC1-63302812	109	FRC-S	A2-02-0000490-012-2-023-00	HC1-63302872	129	FRC-S	A2-02-0000490-012-2-031-00
HC1-63302815	110	FRC-S	A2-02-0000490-012-2-023-00	HC1-63302875	130	FRC-S	A2-02-0000490-012-2-031-00
HC1-63302818	111	FRC-S	A2-02-0000490-012-2-024-00	HC1-63302878	131	FRC-S	A2-02-0000490-012-2-031-00
HC1-63302821	112	FRC-S	A2-02-0000490-012-2-024-00	HC1-63302881	132	FRC-S	A2-02-0000490-012-2-032-00
HC1-63302824	113	FRC-S	A2-02-0000490-012-2-024-00	HC1-63302884	133	FRC-S	A2-02-0000490-012-2-032-00
HC1-63302827	114	FRC-S	A2-02-0000490-012-2-025-00	HC1-63302887	134	FRC-S	A2-02-0000490-012-2-032-00
HC1-63302830	115	FRC-S	A2-02-0000490-012-2-025-00	HC1-63302890	135	FRC-S	A2-02-0000490-012-2-033-00
HC1-63302833	116	FRC-S	A2-02-0000490-012-2-025-00	HC1-63302893	136	FRC-S	A2-02-0000490-012-2-033-00
HC1-63302836	117	FRC-S	A2-02-0000490-012-2-026-00	HC1-63302896	137	FRC-S	A2-02-0000490-012-2-033-00
HC1-63302839	118	FRC-S	A2-02-0000490-012-2-026-00	HC1-63302899	138	FRC-S	A2-02-0000490-012-2-034-00
HC1-63302842	119	FRC-S	A2-02-0000490-012-2-026-00	HC1-63302902	139	FRC-S	A2-02-0000490-012-2-034-00

# Accession - Asset Shelf Report

<b>Accession Number :</b>		NN3-306-08-004	<b>Media Type.:</b>	Textual
<b>RG/Collection # :</b>	0306		<b>Accession Type :</b>	Direct Offer
<b>Description :</b>	IAL Files of domestic and field corres. Latin America; IAS East European Files, General and by Country; Files on Soviet affairs; Country and Exhibits Files		<b>Total # Of Containers :</b>	78
			<b>Cubic Feet :</b>	84.006

Asset ID	Container #	Type	Location	Asset ID	Container #	Type	Location
HC1-63302905	140	FRC-S	A2-02-0000490-012-2-034-00	HC1-63302965	160	FRC-S	A2-02-0000490-013-2-010-00
HC1-63302908	141	FRC-S	A2-02-0000490-013-2-002-00	HC1-63302968	161	FRC-S	A2-02-0000490-013-2-010-00
HC1-63302911	142	FRC-S	A2-02-0000490-013-2-002-00	HC1-63302971	162	FRC-S	A2-02-0000490-013-2-011-00
HC1-63302914	143	FRC-S	A2-02-0000490-013-2-002-00	HC1-63302974	163	FRC-S	A2-02-0000490-013-2-011-00
HC1-63302917	144	FRC-S	A2-02-0000490-013-2-003-00	HC1-63302977	164	FRC-S	A2-02-0000490-013-2-011-00
HC1-63302920	145	FRC-S	A2-02-0000490-013-2-003-00	HC1-63302980	165	FRC-S	A2-02-0000490-013-2-012-00
HC1-63302923	146	FRC-S	A2-02-0000490-013-2-003-00	HC1-63302983	166	FRC-S	A2-02-0000490-013-2-012-00
HC1-63302926	147	FRC-S	A2-02-0000490-013-2-004-00	HC1-63302986	167	FRC-S	A2-02-0000490-013-2-012-00
HC1-63302929	148	FRC-S	A2-02-0000490-013-2-004-00	HC1-63302989	168	FRC-S	A2-02-0000490-013-2-013-00
HC1-63302932	149	FRC-S	A2-02-0000490-013-2-004-00	HC1-63302992	169	FRC-S	A2-02-0000490-013-2-013-00
HC1-63302935	150	FRC-S	A2-02-0000490-013-2-005-00	HC1-63302995	170	FRC-S	A2-02-0000490-013-2-013-00
HC1-63302938	151	FRC-S	A2-02-0000490-013-2-005-00	HC1-63302998	171	FRC-S	A2-02-0000490-013-2-014-00
HC1-63302941	152	FRC-S	A2-02-0000490-013-2-005-00	HC1-63303001	172	FRC-S	A2-02-0000490-013-2-014-00
HC1-63302944	153	FRC-S	A2-02-0000490-013-2-008-00	HC1-63303004	173	FRC-S	A2-02-0000490-013-2-014-00
HC1-63302947	154	FRC-S	A2-02-0000490-013-2-008-00	HC1-63303007	174	FRC-S	A2-02-0000490-013-2-022-00
HC1-63302950	155	FRC-S	A2-02-0000490-013-2-008-00	HC1-63303010	175	FRC-S	A2-02-0000490-013-2-022-00
HC1-63302953	156	FRC-S	A2-02-0000490-013-2-009-00	HC1-63303013	176	FRC-S	A2-02-0000490-013-2-022-00
HC1-63302956	157	FRC-S	A2-02-0000490-013-2-009-00	HC1-63303016	177	FRC-S	A2-02-0000490-013-2-023-00
HC1-63302959	158	FRC-S	A2-02-0000490-013-2-009-00				
HC1-63302962	159	FRC-S	A2-02-0000490-013-2-010-00				

# Accession Detail


## Basic Information

**Accession #:** NN3-306-08-004      **Archival Unit:** Archives II, A2  
**Record Group/Collection #:** 0306  
**Description:** ILA Subject Files for Chile and Bolivia; Record Copies of Subject Comms.; Central Subject Files; Files of ILA Domestic and Field Correspondence  
**# of Containers:** 30      **Cubic Feet:** 32.31  
**Classification Status:** Classified      **Status:** Records Received  
**Risk Level:** No Preservation Action Now      **Access Restriction:** Restricted- Fully  
**Inclusive Start Date:** 1968      **Inclusive End Date:** 1970  
**Comments:** Lot Nos. 71D312, 71D432, 71D436, 71D458, 71D483, 71D518, 71D519, and 71D520

## Container Information:

Container Type:	# of Containers:	Cubic Feet:
FRC-S	30	32.31

# Accession - Asset Shelf Report

<b>Accession Number :</b>		NN3-306-08-004	<b>Media Type :</b>	Textual
<b>RG/Collection # :</b>	0306		<b>Accession Type :</b>	Direct Offer
<b>Description :</b>	ILA Subject Files for Chile and Bolivia; Record Copies of Subject Comms.; Central Subject Files; Files of ILA Domestic and Field Correspondence		<b>Total # Of Containers :</b>	30
			<b>Cubic Feet :</b>	32.31

Asset ID	Container #	Type	Location	Asset ID	Container #	Type	Location
HC1-63294581	230	FRC-S	A2-02-0000490-013-2-023-00	HC1-63294643	250	FRC-S	A2-02-0000490-013-2-032-00
HC1-63294586	231	FRC-S	A2-02-0000490-013-2-023-00	HC1-63294646	251	FRC-S	A2-02-0000490-013-2-032-00
HC1-63294589	232	FRC-S	A2-02-0000490-013-2-024-00	HC1-63294649	252	FRC-S	A2-02-0000490-013-2-032-00
HC1-63294592	233	FRC-S	A2-02-0000490-013-2-024-00	HC1-63294652	253	FRC-S	A2-02-0000490-013-2-033-00
HC1-63294595	234	FRC-S	A2-02-0000490-013-2-024-00	HC1-63294655	254	FRC-S	A2-02-0000490-013-2-033-00
HC1-63294598	235	FRC-S	A2-02-0000490-013-2-025-00	HC1-63294658	255	FRC-S	A2-02-0000490-013-2-033-00
HC1-63294601	236	FRC-S	A2-02-0000490-013-2-025-00	HC1-63294661	256	FRC-S	A2-02-0000490-013-2-034-00
HC1-63294604	237	FRC-S	A2-02-0000490-013-2-025-00	HC1-63294664	257	FRC-S	A2-02-0000490-013-2-034-00
HC1-63294607	238	FRC-S	A2-02-0000490-013-2-026-00	HC1-63294667	258	FRC-S	A2-02-0000490-013-2-034-00
HC1-63294610	239	FRC-S	A2-02-0000490-013-2-026-00	HC1-63294670	259	FRC-S	A2-02-0000490-014-2-002-00
HC1-63294613	240	FRC-S	A2-02-0000490-013-2-026-00				
HC1-63294616	241	FRC-S	A2-02-0000490-013-2-027-00				
HC1-63294619	242	FRC-S	A2-02-0000490-013-2-027-00				
HC1-63294622	243	FRC-S	A2-02-0000490-013-2-027-00				
HC1-63294625	244	FRC-S	A2-02-0000490-013-2-028-00				
HC1-63294628	245	FRC-S	A2-02-0000490-013-2-028-00				
HC1-63294631	246	FRC-S	A2-02-0000490-013-2-028-00				
HC1-63294634	247	FRC-S	A2-02-0000490-013-2-031-00				
HC1-63294637	248	FRC-S	A2-02-0000490-013-2-031-00				
HC1-63294640	249	FRC-S	A2-02-0000490-013-2-031-00				

# Accession Detail


## Basic Information

**Accession #:** NN3-306-08-004      **Archival Unit:** Archives II, A2  
**Record Group/Collection #:** 0306  
**Description:** IOA/SC General Incoming & Outgoing Correspondence dealing with Educational and Cultural Exchange Programs, Motion Pictures, Television, Press, etc.  
**# of Containers:** 1      **Cubic Feet:** 1.08  
**Classification Status:** Classified      **Status:** Records Received  
**Risk Level:** No Preservation Action Now      **Access Restriction:** Restricted- Fully  
**Inclusive Start Date:** 1953      **Inclusive End Date:** 1971  
**Comments:** Lot No. 70D412

## Container Information:

Container Type:	# of Containers:	Cubic Feet:
FRC-S	1	1.08

# Accession - Asset Shelf Report

<b>Accession Number :</b>		NN3-306-08-004	<b>Media Type :</b>	Textual
<b>RG/Collection # :</b>	0306		<b>Accession Type :</b>	Direct Offer
<b>Description :</b>	IOA/SC General Incoming & Outgoing Correspondence dealing with Educational and Cultural Exchange Programs, Motion Pictures, Television, Press, etc.		<b>Total # Of Containers :</b>	1
			<b>Cubic Feet :</b>	1.077

Asset ID	Container #	Type	Location
HC1-63103051	304	FRC-S	A2-02-0000490-014-2-002-00

# Accession Detail

## Basic Information


**Accession #:** NN3-306-08-004      **Archival Unit:** Archives II, A2  
**Record Group/Collection #:** 0306  
**Description:** IAF Subject Files from the Office of Assistant Director for East Asia and Pacific Affairs

**# of Containers:** 4      **Cubic Feet:** 4.31  
**Classification Status:** Classified      **Status:** Records Received  
**Risk Level:** No Preservation Action Now      **Access Restriction:** Restricted- Fully  
**Inclusive Start Date:** 1962      **Inclusive End Date:** 1968  
**Comments:** Lot No. 70D493

## Container Information:

Container Type:	# of Containers:	Cubic Feet:
FRC-S	4	4.31

# Accession - Asset Shelf Report

<b>Accession Number :</b>		NN3-306-08-004	<b>Media Type :</b>	Textual
<b>RG/Collection # :</b>	0306		<b>Accession Type :</b>	Direct Offer
<b>Description :</b>	IAF Subject Files from the Office of Assistant Director for East Asia and Pacific Affairs		<b>Total # Of Containers :</b>	4
			<b>Cubic Feet :</b>	4.308

Asset ID	Container #	Type	Location
HC1-63294749	79	FRC-S	A2-02-0000490-012-2-014-00
HC1-63294754	80	FRC-S	A2-02-0000490-012-2-015-00
HC1-63294757	81	FRC-S	A2-02-0000490-012-2-015-00
HC1-63294760	82	FRC-S	A2-02-0000490-012-2-015-00



**Accession Detail**


**Basic Information**

**Accession #:** NN3-306-08-004      **Archival Unit:** Archives II, A2  
**Record Group/Collection #:** 0306  
**Description:** IOR Research and Assessment Files, pertaining to routine operation of office - re inspections, personnel, task forces, special studies  
**# of Containers:** 3      **Cubic Feet:** 3.23  
**Classification Status:** Classified      **Status:** Records Received  
**Risk Level:** No Preservation Action Now      **Access Restriction:** Restricted- Fully  
**Inclusive Start Date:** 1961      **Inclusive End Date:** 1969  
**Comments:** Lot No. 71D482

**Container Information:**

<b>Container Type:</b>	<b># of Containers:</b>	<b>Cubic Feet:</b>
FRC-S	3	3.23

# Accession - Asset Shelf Report

<b>Accession Number :</b>		NN3-306-08-004	<b>Media Type :</b>	Textual
<b>RG/Collection # :</b>	0306		<b>Accession Type :</b>	Direct Offer
<b>Description :</b>	IOR Research and Assessment Files, pertaining to routine operation of office - re inspections, personnel, task forces, special studies		<b>Total # Of Containers :</b>	3
			<b>Cubic Feet :</b>	3.231

Asset ID	Container #	Type	Location
HC1-63103060	325	FRC-S	A2-02-0000490-014-2-002-00
HC1-63103065	326	FRC-S	A2-02-0000490-014-2-003-00
HC1-63103068	327	FRC-S	A2-02-0000490-014-2-003-00

**Basic Information**


**Accession #:** NN3-306-08-004      **Archival Unit:** Archives II, A2  
**Record Group/Collection #:** 0306  
**Description:** IAF Correspondence Files

**# of Containers:** 2      **Cubic Feet:** 2.15  
**Classification Status:** Classified      **Status:** Records Received  
**Risk Level:** No Preservation Action Now      **Access Restriction:** Restricted- Fully  
**Inclusive Start Date:** 1968      **Inclusive End Date:** 1969  
**Comments:** Lot No. 71D46

**Container Information:**

Container Type:	# of Containers:	Cubic Feet:
FRC-S	2	2.15

# Accession - Asset Shelf Report

<b>Accession Number :</b>		NN3-306-08-004	<b>Media Type :</b>	Textual
<b>RG/Collection # :</b>	0306		<b>Accession Type :</b>	Direct Offer
<b>Description :</b>	IAF Correspondence Files		<b>Total # Of Containers :</b>	2
			<b>Cubic Feet :</b>	2.154

Asset ID	Container #	Type	Location
HC1-63294787	83	FRC-S	A2-02-0000490-012-2-016-00
HC1-63294792	84	FRC-S	A2-02-0000490-012-2-016-00

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**Basic Information**

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**Accession #:** NN3-306-08-004      **Archival Unit:** Archives II, A2  
**Record Group/Collection #:** 0306  
**Description:** IAF Subject Files for Thailand and Burma

**# of Containers:** 2      **Cubic Feet:** 2.15  
**Classification Status:** Classified      **Status:** Records Received  
**Risk Level:** No Preservation Action Now      **Access Restriction:** Restricted- Fully  
**Inclusive Start Date:** 1966      **Inclusive End Date:** 1968  
**Comments:** Lot No. 70D23


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**Container Information:**

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<b>Container Type:</b>	<b># of Containers:</b>	<b>Cubic Feet:</b>
FRC-S	2	2.15

# Accession - Asset Shelf Report

<b>Accession Number :</b>		NN3-306-08-004	<b>Media Type :</b>	Textual
<b>RG/Collection # :</b>	0306		<b>Accession Type :</b>	Direct Offer
<b>Description :</b>	IAF Subject Files for Thailand and Burma		<b>Total # Of Containers :</b>	2
			<b>Cubic Feet :</b>	2.154

Asset ID	Container #	Type	Location
HC1-63103079	1	FRC-S	A2-02-0000490-015-2-002-00
HC1-63103084	2	FRC-S	A2-02-0000490-015-2-003-00

# Accession Detail

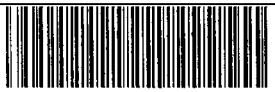
## Basic Information

**Accession #:** NN3-306-08-004      **Archival Unit:** Archives II, A2  
**Record Group/Collection #:** 0306  
**Description:** IAL Files of IAL domestic and field correspondence concerning USIA activities in Venezuela, Ecuador, and Colombia  
**# of Containers:** 6      **Cubic Feet:** 6.46  
**Classification Status:** Classified      **Status:** Records Received  
**Risk Level:** No Preservation Action Now      **Access Restriction:** Restricted- Fully  
**Inclusive Start Date:** 1969      **Inclusive End Date:** 1969  
**Comments:** Lot No. 71D142

## Container Information:

Container Type:	# of Containers:	Cubic Feet:
FRC-S	6	6.46

# Accession - Asset Shelf Report

<b>Accession Number :</b>		NN3-306-08-004	<b>Media Type :</b>	Textual
<b>RG/Collection # :</b>	0306		<b>Accession Type :</b>	Direct Offer
<b>Description :</b>	IAL Files of IAL domestic and field correspondence concerning USIA activities in Venezuela, Ecuador, and Colombia		<b>Total # Of Containers :</b>	6
			<b>Cubic Feet :</b>	6.462

Asset ID	Container #	Type	Location
HC1-63103093	1	FRC-S	A2-02-0000490-015-2-003-00
HC1-63103098	2	FRC-S	A2-02-0000490-015-2-003-00
HC1-63103101	3	FRC-S	A2-02-0000490-015-2-004-00
HC1-63103104	4	FRC-S	A2-02-0000490-015-2-004-00
HC1-63103107	5	FRC-S	A2-02-0000490-015-2-004-00
HC1-63103110	6	FRC-S	A2-02-0000490-015-2-005-00




**Basic Information**

**Accession #:** NN3-306-08-004      **Archival Unit:** Archives II, A2  
**Record Group/Collection #:** 0306  
**Description:** IWE Record copies of subject communications and official documents pertaining to USIA operations in Sweden, Norway, Iceland, Denmark, and Finland  
**# of Containers:** 2      **Cubic Feet:** 2.15  
**Classification Status:** Classified      **Status:** Records Received  
**Risk Level:** No Preservation Action Now      **Access Restriction:** Restricted- Fully  
**Inclusive Start Date:** 1970      **Inclusive End Date:** 1970  
**Comments:** Lot No. 72D17

**Container Information:**


Container Type:	# of Containers:	Cubic Feet:
FRC-S	2	2.15

# Accession - Asset Shelf Report

<b>Accession Number :</b>		NN3-306-08-004	<b>Media Type :</b>	Textual
<b>RG/Collection # :</b>	0306		<b>Accession Type :</b>	Direct Offer
<b>Description :</b>	IWE Record copies of subject communications and official documents pertaining to USIA operations in Sweden, Norway, Iceland, Denmark, and Finland		<b>Total # Of Containers :</b>	2
			<b>Cubic Feet :</b>	2.154

Asset ID	Container #	Type	Location
HC1-63103127	1	FRC-S	A2-02-0000490-010-2-031-00
HC1-63103132	2	FRC-S	A2-02-0000490-010-2-031-00

# Accession - Asset Shelf Report

<b>Accession Number :</b>		NN3-306-08-004	<b>Media Type :</b>	Textual
<b>RG/Collection # :</b>	0306		<b>Accession Type :</b>	Direct Offer
<b>Description :</b>	ICS/E Records and Related Data pertaining to International Trade Fairs		<b>Total # Of Containers :</b>	5
			<b>Cubic Feet :</b>	5.385

Asset ID	Container #	Type	Location
HC1-63137966	148	FRC-S	A2-02-0000490-009-2-009-00
HC1-63137971	149	FRC-S	A2-02-0000490-009-2-009-00
HC1-63137974	150	FRC-S	A2-02-0000490-009-2-010-00
HC1-63137977	151	FRC-S	A2-02-0000490-009-2-010-00
HC1-63137980	152	FRC-S	A2-02-0000490-009-2-010-00

 **Accession Detail** 

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**Basic Information**

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**Accession #:** NN3-306-08-004      **Archival Unit:** Archives II, A2  
**Record Group/Collection #:** 0306  
**Description:** ICS/PA India Wheat Program, 1955-62 and Miscellaneous Information about the Book Promotion Exhibits Program, 1962-66  
**# of Containers:** 9      **Cubic Feet:** 9.69  
**Classification Status:** Classified      **Status:** Records Received  
**Risk Level:** No Preservation Action Now      **Access Restriction:** Restricted- Fully  
**Inclusive Start Date:** 1955      **Inclusive End Date:** 1966  
**Comments:** Lot No. 67D594

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**Container Information:**

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<b>Container Type:</b>	<b># of Containers:</b>	<b>Cubic Feet:</b>
FRC-S	9	9.69

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# Accession - Asset Shelf Report

<b>Accession Number :</b>		NN3-306-08-004	<b>Media Type :</b>	Textual
<b>RG/Collection # :</b>	0306		<b>Accession Type :</b>	Direct Offer
<b>Description :</b>	ICS/PA India Wheat Program, 1955-62 and Miscellaneous Information about the Book Promotion Exhibits Program, 1962-66		<b>Total # Of Containers :</b>	9
			<b>Cubic Feet :</b>	9.693

Asset ID	Container #	Type	Location
HC1-63137995	181	FRC-S	A2-02-0000490-009-2-011-00
HC1-63138000	182	FRC-S	A2-02-0000490-009-2-011-00
HC1-63138003	183	FRC-S	A2-02-0000490-009-2-011-00
HC1-63138006	184	FRC-S	A2-02-0000490-009-2-012-00
HC1-63138009	185	FRC-S	A2-02-0000490-009-2-012-00
HC1-63138012	186	FRC-S	A2-02-0000490-009-2-012-00
HC1-63138015	187	FRC-S	A2-02-0000490-009-2-013-00
HC1-63138018	188	FRC-S	A2-02-0000490-009-2-013-00
HC1-63138021	189	FRC-S	A2-02-0000490-009-2-013-00


**Basic Information**

**Accession #:** NN3-306-08-004      **Archival Unit:** Archives II, A2  
**Record Group/Collection #:** 0306  
**Description:** ICS/CF Country and Subject Files for East Asia - Pacific Posts including Programs for Information Centers, Binational Centers and the Presentation Programs; ICS/CL FY-64 and FY-65 General Country Files; Buenos Aires Information Center Gen. Reports; BNC  
**# of Containers:** 9      **Cubic Feet:** 9.69  
**Classification Status:** Classified      **Status:** Records Received  
**Risk Level:** No Preservation Action Now      **Access Restriction:** Restricted- Fully  
**Inclusive Start Date:** 1963      **Inclusive End Date:** 1965  
**Comments:** Lot Nos. 67D541 and 67D547

**Container Information:**

Container Type:	# of Containers:	Cubic Feet:
FRC-S	9	9.69

# Accession - Asset Shelf Report

<b>Accession Number :</b>		NN3-306-08-004	<b>Media Type :</b>	Textual	
<b>RG/Collection # :</b>	0306		<b>Accession Type :</b>	Direct Offer	
<b>Description :</b>	ICS/CF Country and Subject Files for East Asia - Pacific Posts including Programs for Information Centers, Binational Centers and the Presentation Programs; ICS/CL FY-64 and FY-65 General Country Files; Buenos Aires Information Center Gen. Reports; BNC			<b>Total # Of Containers :</b>	9
			<b>Cubic Feet :</b>	9.693	

Asset ID	Container #	Type	Location
HC1-63138044	130	FRC-S	A2-02-0000490-009-2-005-00
HC1-63138049	131	FRC-S	A2-02-0000490-009-2-005-00
HC1-63138052	132	FRC-S	A2-02-0000490-009-2-005-00
HC1-63138055	133	FRC-S	A2-02-0000490-009-2-006-00
HC1-63138058	134	FRC-S	A2-02-0000490-009-2-006-00
HC1-63138061	135	FRC-S	A2-02-0000490-009-2-006-00
HC1-63138064	136	FRC-S	A2-02-0000490-009-2-007-00
HC1-63138067	137	FRC-S	A2-02-0000490-009-2-007-00
HC1-63138070	138	FRC-S	A2-02-0000490-009-2-007-00

# Accession Detail

## Basic Information

**Accession #:** NN3-306-08-004      **Archival Unit:** Archives II, A2  
**Record Group/Collection #:** 0306  
**Description:** ICS/CN Program Files for the Near East and South Asia


**# of Containers:** 4      **Cubic Feet:** 4.31  
**Classification Status:** Classified      **Status:** Records Received  
**Risk Level:** No Preservation Action Now      **Access Restriction:** Restricted- Fully  
**Inclusive Start Date:** 1946      **Inclusive End Date:** 1965  
**Comments:** Lot No. 67D523

## Container Information:

Container Type:	# of Containers:	Cubic Feet:
FRC-S	4	4.31



# Accession - Asset Shelf Report

<b>Accession Number :</b>		NN3-306-08-004	<b>Media Type :</b>	Textual
<b>RG/Collection # :</b>	0306		<b>Accession Type :</b>	Direct Offer
<b>Description :</b>	ICS/CN Program Files for the Near East and South Asia		<b>Total # Of Containers :</b>	4
			<b>Cubic Feet :</b>	4.308

Asset ID	Container #	Type	Location
HC1-63138093	139	FRC-S	A2-02-0000490-009-2-008-00
HC1-63138098	140	FRC-S	A2-02-0000490-009-2-008-00
HC1-63138101	141	FRC-S	A2-02-0000490-009-2-008-00
HC1-63138104	142	FRC-S	A2-02-0000490-009-2-009-00

# Accession Detail

## Basic Information


**Accession #:** NN3-306-08-004      **Archival Unit:** Archives II, A2  
**Record Group/Collection #:** 0306  
**Description:** Inactive IMG Miscellaneous Files; IMG Country Files

**# of Containers:** 8      **Cubic Feet:** 8.62  
**Classification Status:** Classified      **Status:** Records Received  
**Risk Level:** No Preservation Action Now      **Access Restriction:** Restricted- Fully  
**Inclusive Start Date:** 1954      **Inclusive End Date:** 1967  
**Comments:**

## Container Information:

Container Type:	# of Containers:	Cubic Feet:
FRC-S	8	8.62

# Accession - Asset Shelf Report

<b>Accession Number :</b>		NN3-306-08-004	<b>Media Type :</b>	Textual
<b>RG/Collection # :</b>	0306		<b>Accession Type :</b>	Direct Offer
<b>Description :</b>	Inactive IMG Miscellaneous Files; IMG Country Files		<b>Total # Of Containers :</b>	8
			<b>Cubic Feet :</b>	8.616

Asset ID	Container #	Type	Location
HC1-63294534	1	FRC-S	A2-02-0000490-009-2-033-00
HC1-63294539	2	FRC-S	A2-02-0000490-009-2-033-00
HC1-63294542	3	FRC-S	A2-02-0000490-009-2-034-00
HC1-63294545	4	FRC-S	A2-02-0000490-009-2-034-00
HC1-63294548	5	FRC-S	A2-02-0000490-009-2-034-00
HC1-63294551	6	FRC-S	A2-02-0000490-010-2-002-00
HC1-63294554	7	FRC-S	A2-02-0000490-010-2-002-00
HC1-63294557	8	FRC-S	A2-02-0000490-010-2-002-00


**Basic Information**

**Accession #:** NN3-306-08-004      **Archival Unit:** Archives II, A2  
**Record Group/Collection #:** 0306  
**Description:** ICS/CL Files covering Information Centers, Binational Centers, Presentation and other cultural programs for Latin America Branch; ICS/CN Program Files for the Near East and South Asia  
**# of Containers:** 7      **Cubic Feet:** 7.54  
**Classification Status:** Classified      **Status:** Records Received  
**Risk Level:** No Preservation Action Now      **Access Restriction:** Restricted- Fully  
**Inclusive Start Date:** 1965      **Inclusive End Date:** 1966  
**Comments:** Lot Nos. 68D271 and 68D275

**Container Information:**

Container Type:	# of Containers:	Cubic Feet:
FRC-S	7	7.54

# Accession - Asset Shelf Report

<b>Accession Number :</b>		NN3-306-08-004	<b>Media Type :</b> Textual
<b>RG/Collection # :</b>	0306		<b>Accession Type :</b> Direct Offer
<b>Description :</b>	ICS/CL Files covering Information Centers, Binational Centers, Presentation and other cultural programs for Latin America Branch; ICS/CN Program Files for the Near East and South Asia		<b>Total # Of Containers :</b> 7
			<b>Cubic Feet :</b> 7.539

Asset ID	Container #	Type	Location
HC1-63138117	103	FRC-S	A2-02-0000490-009-2-023-00
HC1-63138122	104	FRC-S	A2-02-0000490-009-2-023-00
HC1-63138125	105	FRC-S	A2-02-0000490-009-2-024-00
HC1-63138128	106	FRC-S	A2-02-0000490-009-2-024-00
HC1-63138131	107	FRC-S	A2-02-0000490-009-2-024-00
HC1-63138134	108	FRC-S	A2-02-0000490-009-2-025-00
HC1-63138137	109	FRC-S	A2-02-0000490-009-2-025-00

**Accession Detail**


**Basic Information**

**Accession #:** NN3-306-08-004      **Archival Unit:** Archives II, A2  
**Record Group/Collection #:** 0306  
**Description:** ICS/PA Country Files of the Africa Book Program; ICS/PF Country Files for the Book Translations Packet, Small Book Program & Short Stories, ALA records of payents and other correspondence, Evidences of Effectiveness, Replies to Ciculars on Books to Come  
**# of Containers:** 5      **Cubic Feet:** 5.39  
**Classification Status:** Classified      **Status:** Records Received  
**Risk Level:** No Preservation Action Now      **Access Restriction:** Restricted- Fully  
**Inclusive Start Date:** 1957      **Inclusive End Date:** 1966  
**Comments:** Lot Nos. 68D158 and 68D129

**Container Information:**

Container Type:	# of Containers:	Cubic Feet:
FRC-S	5	5.39

# Accession - Asset Shelf Report

<b>Accession Number :</b>		NN3-306-08-004	<b>Media Type :</b>	Textual,
<b>RG/Collection # :</b>	0306		<b>Accession Type :</b>	Direct Offer
<b>Description :</b>	ICS/PA Country Files of the Africa Book Program; ICS/PF Country Files for the Book Translations Packet, Small Book Program & Short Stories, ALA records of payents and other correspondence, Evidences of Effectiveness, Replies to Ciculars on Books to Come		<b>Total # Of Containers :</b>	5
			<b>Cubic Feet :</b>	5.385

Asset ID	Container #	Type	Location
HC1-63138156	124	FRC-S	A2-02-0000490-009-2-025-00
HC1-63138161	125	FRC-S	A2-02-0000490-009-2-026-00
HC1-63138164	126	FRC-S	A2-02-0000490-009-2-026-00
HC1-63138167	127	FRC-S	A2-02-0000490-009-2-026-00
HC1-63138170	128	FRC-S	A2-02-0000490-009-2-027-00

# Accession Detail

## Basic Information

**Accession #:** NN3-306-08-004      **Archival Unit:** Archives II, A2  
**Record Group/Collection #:** 0306  
**Description:** ICS/T Program Files


**# of Containers:** 1      **Cubic Feet:** 1.08  
**Classification Status:** Classified      **Status:** Records Received  
**Risk Level:** No Preservation Action Now      **Access Restriction:** Restricted- Fully  
**Inclusive Start Date:** 1965      **Inclusive End Date:** 1966  
**Comments:** Lot No. 68D37

## Container Information:

Container Type:	# of Containers:	Cubic Feet:
FRC-S	1	1.08



# Accession - Asset Shelf Report

<b>Accession Number :</b>		NN3-306-08-004	<b>Media Type :</b>	Textual
<b>RG/Collection # :</b>	0306		<b>Accession Type :</b>	Direct Offer
<b>Description :</b>	ICS/T Program Files		<b>Total # Of Containers :</b>	1
			<b>Cubic Feet :</b>	1.077

Asset ID	Container #	Type	Location
HC1-63138185	131	FRC-S	A2-02-0000490-009-2-027-00



# Accession Detail




## Basic Information

<b>Accession #:</b>	NN3-306-08-004	<b>Archival Unit:</b>	Archives II, A2
<b>Record Group/Collection #:</b>	0306		
<b>Description:</b>	IGC Background and Transcript of Proceedings regarding the 'Nello L. Teer Co. Case' (Contract IA-6749)		
<b># of Containers:</b>	2	<b>Cubic Feet:</b>	1.08
<b>Classification Status:</b>	Classified	<b>Status:</b>	Records Received
<b>Risk Level:</b>	No Preservation Action Now	<b>Access Restriction:</b>	Restricted- Fully
<b>Inclusive Start Date:</b>	1963	<b>Inclusive End Date:</b>	1963
<b>Comments:</b>	Lot No. 68D163		

## Container Information:

Container Type:	# of Containers:	Cubic Feet:
FRC-S	2	2.15

# Accession - Asset Shelf Report

<b>Accession Number :</b>		NN3-306-08-004	<b>Media Type :</b>	Textual
<b>RG/Collection # :</b>	0306		<b>Accession Type :</b>	Direct Offer
<b>Description :</b>	IGC Background and Transcript of Proceedings regarding the 'Nello L. Teer Co. Case" (Contract IA-6749)		<b>Total # Of Containers :</b>	2
			<b>Cubic Feet :</b>	1.077

Asset ID	Container #	Type	Location
HC1-63138194	135	FRC-S	A2-02-0000490-009-2-027-00
HC1-63138199	136	FRC-S	A2-02-0000490-009-2-028-00



# Accession Detail




## Basic Information

<b>Accession #:</b>	NN3-306-08-004	<b>Archival Unit:</b>	Archives II, A2
<b>Record Group/Collection #:</b>	0306		
<b>Description:</b>	ICS General subject files re programs and operations		
<b># of Containers:</b>	3	<b>Cubic Feet:</b>	3.23
<b>Classification Status:</b>	Classified	<b>Status:</b>	Records Received
<b>Risk Level:</b>	No Preservation Action Now	<b>Access Restriction:</b>	Restricted- Fully
<b>Inclusive Start Date:</b>	1948	<b>Inclusive End Date:</b>	1959
<b>Comments:</b>	Lot No. 56D189		

## Container Information:

Container Type:	# of Containers:	Cubic Feet:
FRC-S	3	3.23

# Accession - Asset Shelf Report

<b>Accession Number :</b>		NN3-306-08-004	<b>Media Type :</b>	Textual
<b>RG/Collection # :</b>	0306		<b>Accession Type :</b>	Direct Offer
<b>Description :</b>	ICS General subject files re programs and operations		<b>Total # Of Containers :</b>	3
			<b>Cubic Feet :</b>	3.231

Asset ID	Container #	Type	Location
HC1-63256564	3	FRC-S	A2-02-0000490-003-2-021-00
HC1-63256569	4	FRC-S	A2-02-0000490-003-2-022-00
HC1-63256592	5	FRC-S	A2-02-0000490-003-2-022-00



# Accession Detail




## Basic Information

<b>Accession #:</b>	NN3-306-08-004	<b>Archival Unit:</b>	Archives II, A2
<b>Record Group/Collection #:</b>	0306		
<b>Description:</b>	ICS Country and Subject Files		
<b># of Containers:</b>	3	<b>Cubic Feet:</b>	3.23
<b>Classification Status:</b>	Classified	<b>Status:</b>	Records Received
<b>Risk Level:</b>	No Preservation Action Now	<b>Access Restriction:</b>	Restricted- Fully
<b>Inclusive Start Date:</b>	1950	<b>Inclusive End Date:</b>	1955
<b>Comments:</b>	Lot No. 57D394		

## Container Information:

Container Type:	# of Containers:	Cubic Feet:
FRC-S	3	3.23

# Accession - Asset Shelf Report

<b>Accession Number :</b>		NN3-306-08-004	<b>Media Type :</b>	Textual
<b>RG/Collection # :</b>	0306		<b>Accession Type :</b>	Direct Offer
<b>Description :</b>	ICS Country and Subject Files		<b>Total # Of Containers :</b>	3
			<b>Cubic Feet :</b>	3.231

Asset ID	Container #	Type	Location
HC1-63035643	354A	FRC-S	A2-02-0000490-016-2-012-00
HC1-63035648	355B	FRC-S	A2-02-0000490-016-2-013-00
HC1-63035691	356C	FRC-S	A2-02-0000490-016-2-013-00



# Accession Detail



## Basic Information


<b>Accession #:</b>	NN3-306-08-004	<b>Archival Unit:</b>	Archives II, A2
<b>Record Group/Collection #:</b>	0306		
<b>Description:</b>	ICS Files of Lawrence S. Morris, former Chief of Information Center Service, concerning all phases of the Service's policy, planning and operation		
<b># of Containers:</b>	5	<b>Cubic Feet:</b>	5.39
<b>Classification Status:</b>	Classified	<b>Status:</b>	Records Received
<b>Risk Level:</b>	No Preservation Action Now	<b>Access Restriction:</b>	Restricted- Fully
<b>Inclusive Start Date:</b>	1944	<b>Inclusive End Date:</b>	1951
<b>Comments:</b>	Lot No. 53D445		

## Container Information:

Container Type:	# of Containers:	Cubic Feet:
FRC-S	5	5.39



# Accession - Asset Shelf Report

<b>Accession Number :</b>		NN3-306-08-004	<b>Media Type :</b>	Textual
<b>RG/Collection # :</b>	0306		<b>Accession Type :</b>	Direct Offer
<b>Description :</b>	ICS Files of Lawrence S. Morris, former Chief of Information Center Service, concerning all phases of the Service's policy, planning and operation		<b>Total # Of Containers :</b>	5
			<b>Cubic Feet :</b>	5.385

Asset ID	Container #	Type	Location
HC1-63131892	304	FRC-S	A2-02-0000490-016-2-003-00
HC1-63131897	305	FRC-S	A2-02-0000490-016-2-003-00
HC1-63131900	306	FRC-S	A2-02-0000490-016-2-003-00
HC1-63131913	307	FRC-S	A2-02-0000490-016-2-004-00
HC1-63131916	308	FRC-S	A2-02-0000490-016-2-004-00



# Accession Detail




## Basic Information

<b>Accession #:</b>	NN3-306-08-004	<b>Archival Unit:</b>	Archives II, A2
<b>Record Group/Collection #:</b>	0306		
<b>Description:</b>	ICS Near East, South Asia & Africa Program Files for Information Centers & Presentations and Misc.; Country and Subject Files; European Information Center Files; Binational & Info. Center Programs for Latin American Countries; FY 1956-57 files covering		
<b># of Containers:</b>	6	<b>Cubic Feet:</b>	6.46
<b>Classification Status:</b>	Classified	<b>Status:</b>	Records Received
<b>Risk Level:</b>	No Preservation Action Now	<b>Access Restriction:</b>	Restricted- Fully
<b>Inclusive Start Date:</b>	1955	<b>Inclusive End Date:</b>	1959
<b>Comments:</b>	Lot Nos. 59D288, 59D323, 59D362, 59D388, 59D390, and 59D391		

## Container Information:

Container Type:	# of Containers:	Cubic Feet:
FRC-S	6	6.46

# Accession - Asset Shelf Report

<b>Accession Number :</b>		NN3-306-08-004	<b>Media Type :</b>	Textual
<b>RG/Collection # :</b>	0306		<b>Accession Type :</b>	Direct Offer
<b>Description :</b>	ICS Near East, South Asia & Africa Program Files for Information Centers & Presentations and Misc.; Country and Subject Files; European Information Center Files; Binational & Info. Center Programs for Latin American Countries; FY 1956-57 files covering		<b>Total # Of Containers :</b>	6
			<b>Cubic Feet :</b>	6.462

Asset ID	Container #	Type	Location
HC1-63131931	376	FRC-S	A2-02-0000490-016-2-015-00
HC1-63131936	377	FRC-S	A2-02-0000490-016-2-015-00
HC1-63131939	378	FRC-S	A2-02-0000490-016-2-016-00
HC1-63131942	379	FRC-S	A2-02-0000490-016-2-016-00
HC1-63131945	380	FRC-S	A2-02-0000490-016-2-016-00
HC1-63131948	381	FRC-S	A2-02-0000490-016-2-021-00



# Accession Detail




## Basic Information

<b>Accession #:</b>	NN3-306-08-004	<b>Archival Unit:</b>	Archives II, A2
<b>Record Group/Collection #:</b>	0306		
<b>Description:</b>	ICS Near Eastern, South Asian & African Centers files		
<b># of Containers:</b>	1	<b>Cubic Feet:</b>	1.08
<b>Classification Status:</b>	Classified	<b>Status:</b>	Records Received
<b>Risk Level:</b>	No Preservation Action Now	<b>Access Restriction:</b>	Restricted- Fully
<b>Inclusive Start Date:</b>	1950	<b>Inclusive End Date:</b>	1951
<b>Comments:</b>	Lot No. 53D457		

## Container Information:

Container Type:	# of Containers:	Cubic Feet:
FRC-S	1	1.08

# Accession - Asset Shelf Report

<b>Accession Number :</b>		NN3-306-08-004	<b>Media Type :</b>	Textual
<b>RG/Collection # :</b>	0306		<b>Accession Type :</b>	Direct Offer
<b>Description :</b>	ICS Near Eastern, South Asian & African Centers files		<b>Total # Of Containers :</b>	1
			<b>Cubic Feet :</b>	1.077

Asset ID	Container #	Type	Location
HC1-63131965	309	FRC-S	A2-02-0000490-016-2-004-00

# Accession Detail


## Basic Information

**Accession #:** NN3-306-08-004      **Archival Unit:** Archives II, A2  
**Record Group/Collection #:** 0306  
**Description:** ICS Misc. Program Files; Bckg. intelligence reports and evaluation studies on overseas information programs; Country Files Costa Rica-Panama USIS Information Centers Binational Cultural Centers; Country and Subject Files; German and Austrian Centers file  
**# of Containers:** 9      **Cubic Feet:** 9.69  
**Classification Status:** Classified      **Status:** Records Received  
**Risk Level:** No Preservation Action Now      **Access Restriction:** Restricted- Fully  
**Inclusive Start Date:** 1948      **Inclusive End Date:** 1954  
**Comments:** Lot Nos. 54D466, 54D517, 55D172, 55D283, 55D294, and 55D325

## Container Information:

Container Type:	# of Containers:	Cubic Feet:
FRC-S	9	9.69

# Accession - Asset Shelf Report

<b>Accession Number :</b>		NN3-306-08-004	<b>Media Type :</b> Textual
<b>RG/Collection # :</b>	0306		<b>Accession Type :</b> Direct Offer
<b>Description :</b>	ICS Misc. Program Files; Bckg. intelligence reports and evaluation studies on overseas information programs; Country Files Costa Rica-Panama USIS Information Centers Binational Cultural Centers; Country and Subject Files; German and Austrian Centers file		<b>Total # Of Containers :</b> 9
			<b>Cubic Feet :</b> 9.693

Asset ID	Container #	Type	Location
HC1-63295251	323	FRC-S	A2-02-0000490-016-2-005-00
HC1-63295256	324	FRC-S	A2-02-0000490-016-2-005-00
HC1-63295259	325	FRC-S	A2-02-00631L1-007-1-001-01
HC1-63295262	326	FRC-S	A2-02-0000490-016-2-006-00
HC1-63295265	327	FRC-S	A2-02-0000490-016-2-006-00
HC1-63295268	328	FRC-S	A2-02-0000490-016-2-007-00
HC1-63295271	329	FRC-S	A2-02-0000490-016-2-007-00
HC1-63295274	330	FRC-S	A2-02-0000490-016-2-007-00
HC1-63295277	331	FRC-S	A2-02-0000490-016-2-008-00

# Accession Detail

## Basic Information


**Accession #:** NN3-306-08-004      **Archival Unit:** Archives II, A2  
**Record Group/Collection #:** 0306  
**Description:** ICS FY 1959 files covering Information Center, Binational Center, Presentation & other cultural programs, for Latin American Branch  
**# of Containers:** 5      **Cubic Feet:** 5.39  
**Classification Status:** Classified      **Status:** Records Received  
**Risk Level:** No Preservation Action Now      **Access Restriction:** Restricted- Fully  
**Inclusive Start Date:** 1959      **Inclusive End Date:** 1959  
**Comments:** Lot Nos. 61D467 and 61D315

## Container Information:

Container Type:	# of Containers:	Cubic Feet:
FRC-S	5	5.39



# Accession - Asset Shelf Report

<b>Accession Number :</b>		NN3-306-08-004	<b>Media Type :</b>	Textual
<b>RG/Collection # :</b>	0306		<b>Accession Type :</b>	Direct Offer
<b>Description :</b>	ICS FY 1959 files covering Information Center, Binational Center, Presentation & other cultural programs, for Latin American Branch		<b>Total # Of Containers :</b>	5
			<b>Cubic Feet :</b>	5.385

Asset ID	Container #	Type	Location
HC1-63131974	412	FRC-S	A2-02-0000490-016-2-024-00
HC1-63131979	413	FRC-S	A2-02-0000490-016-2-024-00
HC1-63132002	414	FRC-S	A2-02-0000490-016-2-025-00
HC1-63132005	415	FRC-S	A2-02-0000490-016-2-025-00
HC1-63132008	416	FRC-S	A2-02-0000490-016-2-025-00



# Accession Detail




## Basic Information

<b>Accession #:</b>	NN3-306-08-004	<b>Archival Unit:</b>	Archives II, A2
<b>Record Group/Collection #:</b>	0306		
<b>Description:</b>	ICS Misc. Records		
<b># of Containers:</b>	1	<b>Cubic Feet:</b>	1.08
<b>Classification Status:</b>	Classified	<b>Status:</b>	Records Received
<b>Risk Level:</b>	No Preservation Action Now	<b>Access Restriction:</b>	Restricted- Fully
<b>Inclusive Start Date:</b>	1949	<b>Inclusive End Date:</b>	1952
<b>Comments:</b>	Lot No. 54D223		

## Container Information:

Container Type:	# of Containers:	Cubic Feet:
FRC-S	1	1.08

# Accession - Asset Shelf Report

<b>Accession Number :</b>		NN3-306-08-004	<b>Media Type :</b>	Textual
<b>RG/Collection # :</b>	0306		<b>Accession Type :</b>	Direct Offer
<b>Description :</b>	ICS Misc. Records		<b>Total # Of Containers :</b>	1
			<b>Cubic Feet :</b>	1.077

Asset ID	Container #	Type	Location
HC1-63132023	318	FRC-S	A2-02-0000490-016-2-005-00

# Accession Detail

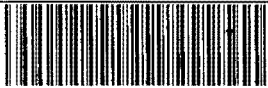
## Basic Information

**Accession #:** NN3-306-08-004      **Archival Unit:** Archives II, A2  
**Record Group/Collection #:** 0306  
**Description:** ICS USIS General, BNC and Presentation files; USIS-General and Presentation, and Information Centers, Reading Rooms and Binational Centers; Program and Book Order Files; European Information Center Files  
**# of Containers:** 5      **Cubic Feet:** 5.39  
**Classification Status:** Classified      **Status:** Records Received  
**Risk Level:** No Preservation Action Now      **Access Restriction:** Restricted- Fully  
**Inclusive Start Date:** 1950      **Inclusive End Date:** 1958  
**Comments:** Lot Nos. 58D262, 58D263, 58D470, and 58D479

## Container Information:

Container Type:	# of Containers:	Cubic Feet:
FRC-S	5	5.39

# Accession - Asset Shelf Report

<b>Accession Number :</b>		NN3-306-08-004	<b>Media Type :</b>	Textual
<b>RG/Collection # :</b>	0306		<b>Accession Type :</b>	Direct Offer
<b>Description :</b>	ICS USIS General, BNC and Presentation files; USIS-General and Presentation, and Information Centers, Reading Rooms and Binational Centers; Program and Book Order Files; European Information Center Files		<b>Total # Of Containers :</b>	5
			<b>Cubic Feet :</b>	5.385

Asset ID	Container #	Type	Location
HC1-63132032	357	FRC-S	A2-02-0000490-016-2-013-00
HC1-63132037	358	FRC-S	A2-02-0000490-016-2-014-00
HC1-63132040	359	FRC-S	A2-02-0000490-016-2-014-00
HC1-63132043	360	FRC-S	A2-02-0000490-016-2-014-00
HC1-63132046	361	FRC-S	A2-02-0000490-016-2-015-00



# Accession Detail




## Basic Information

<b>Accession #:</b>	NN3-305-08-004	<b>Archival Unit:</b>	Archives II, A2
<b>Record Group/Collection #:</b>	0306		
<b>Description:</b>	ICS Field Communications		
<b># of Containers:</b>	1	<b>Cubic Feet:</b>	1.08
<b>Classification Status:</b>	Classified	<b>Status:</b>	Records Received
<b>Risk Level:</b>	No Preservation Action Now	<b>Access Restriction:</b>	Restricted- Fully
<b>Inclusive Start Date:</b>	1951	<b>Inclusive End Date:</b>	1956
<b>Comments:</b>	Lot No. 59D458		

## Container Information:

<b>Container Type:</b>	<b># of Containers:</b>	<b>Cubic Feet:</b>
FRC-S	1	1.08

# Accession - Asset Shelf Report

<b>Accession Number :</b>		NN3-305-08-004	<b>Media Type :</b>	Textual.
<b>RG/Collection # :</b>	0306		<b>Accession Type :</b>	Direct Offer
<b>Description :</b>	ICS Field Communications		<b>Total # Of Containers :</b>	1
			<b>Cubic Feet :</b>	1.077

Asset ID	Container #	Type	Location
HC1-63132071	383	FRC-S	A2-02-0000490-016-2-021-00



# Accession Detail



## Basic Information


<b>Accession #:</b>	NN3-306-08-004	<b>Archival Unit:</b>	Archives II, A2
<b>Record Group/Collection #:</b>	0306		
<b>Description:</b>	ICS Colloquium of Islamic Culture; Misc. Subject; Outgoing and Incoming Communications re English Teaching materials, Seminar reports; Post Program Files		
<b># of Containers:</b>	3	<b>Cubic Feet:</b>	3.23
<b>Classification Status:</b>	Classified	<b>Status:</b>	Records Received
<b>Risk Level:</b>	No Preservation Action Now	<b>Access Restriction:</b>	Restricted- Fully
<b>Inclusive Start Date:</b>	1946	<b>Inclusive End Date:</b>	1954
<b>Comments:</b>	Lot Nos. 55D477, 55D503, 55D515, and 55D571		

## Container Information:

Container Type:	# of Containers:	Cubic Feet:
FRC-S	3	3.23



# Accession - Asset Shelf Report

<b>Accession Number :</b>		NN3-306-08-004	<b>Media Type :</b>	Textual
<b>RG/Collection # :</b>	0306		<b>Accession Type :</b>	Direct Offer
<b>Description :</b>	ICS Colloquium of Islamic Culture; Misc. Subject; Outgoing and Incoming Communications re English Teaching materials, Seminar reports; Post Program Files		<b>Total # Of Containers :</b>	3
			<b>Cubic Feet :</b>	3.231

Asset ID	Container #	Type	Location
HC1-63132080	333	FRC-S	A2-02-0000490-016-2-008-00
HC1-63132085	334	FRC-S	A2-02-0000490-016-2-008-00
HC1-63132088	335	FRC-S	A2-02-0000490-016-2-009-00



# Accession Detail




## Basic Information

**Accession #:** NN3-306-08-004      **Archival Unit:** Archives II, A2  
**Record Group/Collection #:** 0306  
**Description:** ICS, Area Directors, IGC, IOA, Director's Office Corresp.  
  
**# of Containers:** 1      **Cubic Feet:** 1.08  
**Classification Status:** Classified      **Status:** Records Received  
**Risk Level:** No Preservation Action Now      **Access Restriction:** Restricted- Fully  
  
**Inclusive Start Date:** 1953      **Inclusive End Date:** 1955  
**Comments:** Lot No. 59D588

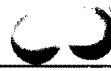
## Container Information:

Container Type:	# of Containers:	Cubic Feet:
FRC-S	1	1.08

# Accession - Asset Shelf Report

<b>Accession Number :</b>		NN3-306-08-004	<b>Media Type :</b>	Textual
<b>RG/Collection # :</b>	0306		<b>Accession Type :</b>	Direct Offer
<b>Description :</b>	ICS, Area Directors, IGC, IOA, Director's Office Corresp.		<b>Total # Of Containers :</b>	1
			<b>Cubic Feet :</b>	1.077

Asset ID	Container #	Type	Location
HC1-63075952	386	FRC-S	A2-02-0000490-016-2-021-00




**Basic Information**

<b>Accession #:</b>	NN3-306-08-004	<b>Archival Unit:</b>	Archives II, A2
<b>Record Group/Collection #:</b>	0306		
<b>Description:</b>	ICS Misc. Subject Files; Originals & Copies of Despatches, memos, letters & OM's; Program Files for Afghanistan, Ceylon, India, Pakistan, Union of S. Africa; Near East, South Asia & Africa Centers files; Admin. & Misc. Files; European Info. Center Files		
<b># of Containers:</b>	8	<b>Cubic Feet:</b>	8.62
<b>Classification Status:</b>	Classified	<b>Status:</b>	Records Received
<b>Risk Level:</b>	No Preservation Action Now	<b>Access Restriction:</b>	Restricted- Fully
<b>Inclusive Start Date:</b>	1944	<b>Inclusive End Date:</b>	1957
<b>Comments:</b>	Lot Nos. 56D159, 56D226, 56D357, 56D391, 56D455, and 56D462		

**Container Information:**

Container Type:	# of Containers:	Cubic Feet:
FRC-S	8	8.62

# Accession - Asset Shelf Report

<b>Accession Number :</b>		NN3-306-08-004	<b>Media Type :</b>	Textual
<b>RG/Collection # :</b>	0306		<b>Accession Type :</b>	Direct Offer
<b>Description :</b>	ICS Misc. Subject Files; Originals & Copies of Despatches, memos, letters & OM's; Program Files for Afghanistan, Ceylon, India, Pakistan, Union of S. Africa; Near East, South Asia & Africa Centers files; Admin. & Misc. Files; European Info. Center Files		<b>Total # Of Containers :</b>	8
			<b>Cubic Feet :</b>	8.616

Asset ID	Container #	Type	Location
HC1-63132105	337	FRC-S	A2-02-0000490-016-2-009-00
HC1-63132110	338	FRC-S	A2-02-0000490-016-2-009-00
HC1-63132113	339	FRC-S	A2-02-0000490-016-2-010-00
HC1-63132116	340	FRC-S	A2-02-0000490-016-2-010-00
HC1-63132119	341	FRC-S	A2-02-0000490-016-2-010-00
HC1-63132122	342	FRC-S	A2-02-0000490-016-2-011-00
HC1-63132125	343	FRC-S	A2-02-0000490-016-2-011-00
HC1-63132128	344	FRC-S	A2-02-0000490-016-2-011-00

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**Basic Information**

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**Accession #:** NN3-306-08-004      **Archival Unit:** Archives II, A2  
**Record Group/Collection #:** 0306  
**Description:** ICS Country and Subject Files

**# of Containers:** 2      **Cubic Feet:** 2.15  
**Classification Status:** Classified      **Status:** Records Received  
**Risk Level:** No Preservation Action Now      **Access Restriction:** Restricted- Fully  
**Inclusive Start Date:** 1958      **Inclusive End Date:** 1958  
**Comments:** Lot No. 60D461

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**Container Information:**

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<b>Container Type:</b>	<b># of Containers:</b>	<b>Cubic Feet:</b>
FRC-S	2	2.15

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# Accession - Asset Shelf Report

<b>Accession Number :</b>		NN3-306-08-004	<b>Media Type :</b>	Textual
<b>RG/Collection # :</b>	0306		<b>Accession Type :</b>	Direct Offer
<b>Description :</b>	ICS Country and Subject Files		<b>Total # Of Containers :</b>	2
			<b>Cubic Feet :</b>	2.154

Asset ID	Container #	Type	Location
HC1-63132149	405	FRC-S	A2-02-0000490-016-2-023-00
HC1-63132154	406	FRC-S	A2-02-0000490-016-2-024-00



# Accession Detail



## Basic Information


<b>Accession #:</b>	NN3-306-08-004	<b>Archival Unit:</b>	Archives II, A2
<b>Record Group/Collection #:</b>	0306		
<b>Description:</b>	ICS Reports on projects from the field Jacob Canter's files "President's Fund" and geographic area files		
<b># of Containers:</b>	1	<b>Cubic Feet:</b>	1.08
<b>Classification Status:</b>	Classified	<b>Status:</b>	Records Received
<b>Risk Level:</b>	No Preservation Action Now	<b>Access Restriction:</b>	Restricted- Fully
<b>Inclusive Start Date:</b>	1944	<b>Inclusive End Date:</b>	1957
<b>Comments:</b>	Lot No. 57D54		

## Container Information:

<b>Container Type:</b>	<b># of Containers:</b>	<b>Cubic Feet:</b>
FRC-S	1	1.08



# Accession - Asset Shelf Report

<b>Accession Number :</b>		NN3-306-08-004	<b>Media Type :</b>	Textual
<b>RG/Collection # :</b>	0306		<b>Accession Type :</b>	Direct Offer
<b>Description :</b>	ICS Program files for Binational Center Iran 1951-1953; Program Files Book Orders and Shipment NOtices for Information Centers Near East Branch 1954-1955		<b>Total # Of Containers :</b>	1
			<b>Cubic Feet :</b>	1.077

Asset ID	Container #	Type	Location
HC1-63132172	353	FRC-S	A2-02-0000490-016-2-012-00


**Basic Information**

<b>Accession #:</b>	NN3-306-08-004	<b>Archival Unit:</b>	Archives II, A2
<b>Record Group/Collection #:</b>	0306		
<b>Description:</b>	Country and Subject Files for Far East Posts		
<b># of Containers:</b>	12	<b>Cubic Feet:</b>	12.92
<b>Classification Status:</b>	Classified	<b>Status:</b>	Records Received
<b>Risk Level:</b>	No Preservation Action Now	<b>Access Restriction:</b>	Restricted- Fully
<b>Inclusive Start Date:</b>	1960	<b>Inclusive End Date:</b>	1960
<b>Comments:</b>	Lot No. 62D390		

**Container Information:**

Container Type:	# of Containers:	Cubic Feet:
FRC-S	12	12.92

# Accession - Asset Shelf Report

<b>Accession Number :</b>		NN3-306-08-004	<b>Media Type :</b>	Textual
<b>RG/Collection # :</b>	0306		<b>Accession Type :</b>	Direct Offer
<b>Description :</b>	Country and Subject Files for Far East Posts		<b>Total # Of Containers :</b>	12
			<b>Cubic Feet :</b>	12.924

Asset ID	Container #	Type	Location
HC1-63132243	43	FRC-S	A2-02-0000490-015-2-014-00
HC1-63132248	44	FRC-S	A2-02-0000490-015-2-015-00
HC1-63132251	45	FRC-S	A2-02-0000490-015-2-015-00
HC1-63132254	46	FRC-S	A2-02-0000490-015-2-015-00
HC1-63132257	47	FRC-S	A2-02-0000490-015-2-020-00
HC1-63132260	48	FRC-S	A2-02-0000490-015-2-020-00
HC1-63132263	49	FRC-S	A2-02-0000490-015-2-020-00
HC1-63132266	50	FRC-S	A2-02-0000490-015-2-021-00
HC1-63132269	51	FRC-S	A2-02-0000490-015-2-021-00
HC1-63132272	52	FRC-S	A2-02-0000490-015-2-021-00
HC1-63132275	53	FRC-S	A2-02-0000490-015-2-022-00
HC1-63132278	54	FRC-S	A2-02-0000490-015-2-022-00


**Basic Information**

**Accession #:** NN3-306-08-004      **Archival Unit:** Archives II, A2  
**Record Group/Collection #:** 0306  
**Description:** ICS, Area Directors, All other Medias, Reports and IMG Files  
  
**# of Containers:** 1      **Cubic Feet:** 1.08  
**Classification Status:** Classified      **Status:** Records Received  
**Risk Level:** No Preservation Action Now      **Access Restriction:** Restricted- Fully  
**Inclusive Start Date:** 1958      **Inclusive End Date:** 1959  
**Comments:** Lot No. 63D231

**Container Information:**

Container Type:	# of Containers:	Cubic Feet:
FRC-S	1	1.08

# Accession - Asset Shelf Report

<b>Accession Number :</b>		NN3-306-08-004	<b>Media Type :</b>	Textual
<b>RG/Collection # :</b>	0306		<b>Accession Type :</b>	Direct Offer
<b>Description :</b>	ICS, Area Directors, All other Medias, Reports and IMG Files		<b>Total # Of Containers :</b>	1
			<b>Cubic Feet :</b>	1.077

Asset ID	Container #	Type	Location
HC1-63132311	46	FRC-S	A2-02-0000490-014-2-003-00


**Basic Information**

**Accession #:** NN3-306-08-004      **Archival Unit:** Archives II, A2  
**Record Group/Collection #:** 0306  
**Description:** General Corresp., Memoranda, Personnel action and Telegrams and pouch messages  
**# of Containers:** 2      **Cubic Feet:** 2.15  
**Classification Status:** Classified      **Status:** Records Received  
**Risk Level:** No Preservation Action Now      **Access Restriction:** Restricted- Fully  
**Inclusive Start Date:** 1954      **Inclusive End Date:** 1960  
**Comments:** Lot No. 63D428

**Container Information:**

Container Type:	# of Containers:	Cubic Feet:
FRC-S	2	2.15

# Accession - Asset Shelf Report

<b>Accession Number :</b>		NN3-306-08-004	<b>Media Type :</b>	Textual
<b>RG/Collection # :</b>	0306		<b>Accession Type :</b>	Direct Offer
<b>Description :</b>	General Corresp., Memoranda, Personnel action and Telegrams and pouch messages		<b>Total # Of Containers :</b>	2
			<b>Cubic Feet :</b>	2.154

Asset ID	Container #	Type	Location
HC1-63132321	54	FRC-S	A2-02-0000490-017-2-011-00
HC1-63132326	55	FRC-S	A2-02-0000490-017-2-011-00



**Basic Information**


<b>Accession #:</b>	NN3-306-08-004	<b>Archival Unit:</b>	Archives II, A2
<b>Record Group/Collection #:</b>	0306		
<b>Description:</b>	Field Correspondence		
<b># of Containers:</b>	1	<b>Cubic Feet:</b>	1.08
<b>Classification Status:</b>	Classified	<b>Status:</b>	Records Received
<b>Risk Level:</b>	No Preservation Action Now	<b>Access Restriction:</b>	Restricted- Fully
<b>Inclusive Start Date:</b>	1956	<b>Inclusive End Date:</b>	1962
<b>Comments:</b>	Lot No. 64D161 [63D161? See SF 135]		

**Container Information:**

Container Type:	# of Containers:	Cubic Feet:
FRC-S	1	1.08



# Accession - Asset Shelf Report

<b>Accession Number :</b>		NN3-306-08-004	<b>Media Type :</b>	Textual
<b>RG/Collection # :</b>	0306		<b>Accession Type :</b>	Direct Offer
<b>Description :</b>	Field Correspondence		<b>Total # Of Containers :</b>	1
			<b>Cubic Feet :</b>	1.077

Asset ID	Container #	Type	Location
HC1-63132335	79	FRC-S	A2-02-0000490-017-2-012-00

**Basic Information**


**Accession #:** NN3-306-08-004      **Archival Unit:** Archives II, A2  
**Record Group/Collection #:** 0306  
**Description:** Country & subj. files for Far East Posts

**# of Containers:** 10      **Cubic Feet:** 9.69  
**Classification Status:** Classified      **Status:** Records Received  
**Risk Level:** No Preservation Action Now      **Access Restriction:** Restricted- Fully  
**Inclusive Start Date:** 1961      **Inclusive End Date:** 1962  
**Comments:** Lot No. 64D285

**Container Information:**

Container Type:	# of Containers:	Cubic Feet:
FRC-S	9	9.69

# Accession - Asset Shelf Report

<b>Accession Number :</b>		NN3-306-08-004	<b>Media Type :</b>	Textual
<b>RG/Collection # :</b>	0306		<b>Accession Type :</b>	Direct Offer
<b>Description :</b>	Country & subj. files for Far East Posts		<b>Total # Of Containers :</b>	10
			<b>Cubic Feet :</b>	9.693

Asset ID	Container #	Type	Location
HC1-63132344	40	FRC-S	A2-02-0000490-015-2-009-00
HC1-63132349	41	FRC-S	A2-02-0000490-015-2-009-00
HC1-63132352	42	FRC-S	A2-02-0000490-015-2-010-00
HC1-63132355	43	FRC-S	A2-02-0000490-015-2-010-00
HC1-63132358	44	FRC-S	A2-02-0000490-015-2-010-00
HC1-63132361	45	FRC-S	A2-02-0000490-015-2-011-00
HC1-63132364	46	FRC-S	A2-02-0000490-015-2-011-00
HC1-63132370	48	FRC-S	A2-02-0000490-015-2-011-00
HC1-63132373	49	FRC-S	A2-02-0000490-015-2-012-00


**Basic Information**

**Accession #:** NN3-306-08-004      **Archival Unit:** Archives II, A2  
**Record Group/Collection #:** 0306  
**Description:** Correspondence to and from Field; Field corresp. and other misc. records; Filed corres., Budget material, & Gen. corres. and reports  
**# of Containers:** 5      **Cubic Feet:** 5.39  
**Classification Status:** Classified      **Status:** Records Received  
**Risk Level:** No Preservation Action Now      **Access Restriction:** Restricted- Fully  
**Inclusive Start Date:** 1956      **Inclusive End Date:** 1962  
**Comments:** Lot Nos. 64D217, 64D242, and 64D277

**Container Information:**

Container Type:	# of Containers:	Cubic Feet:
FRC-S	5	5.39

# Accession - Asset Shelf Report

<b>Accession Number :</b>		NN3-306-08-004	<b>Media Type :</b>	Textual	
<b>RG/Collection # :</b>	0306		<b>Accession Type :</b>	Direct Offer	
<b>Description :</b>	Correspondence to and from Field; Field corresp. and other misc. records; Filed corres., Budget material, & Gen. corres. and reports			<b>Total # Of Containers :</b>	5
			<b>Cubic Feet :</b>	5.385	

Asset ID	Container #	Type	Location
HC1-63132403	83	FRC-S	A2-02-0000490-016-2-032-00
HC1-63132398	82	FRC-S	A2-02-0000490-016-2-031-00
HC1-63132406	84	FRC-S	A2-02-0000490-016-2-032-00
HC1-63132409	85	FRC-S	A2-02-0000490-016-2-032-00
HC1-63132412	86	FRC-S	A2-02-0000490-016-2-034-00


**Basic Information**

**Accession #:** NN3-306-08-004      **Archival Unit:** Archives II, A2  
**Record Group/Collection #:** 0306  
**Description:** English Teaching Country files for all Areas FY '62 and '63 plus misc. corres. FY '63 and FY-61 Domestic circulars  
**# of Containers:** 6      **Cubic Feet:** 6.46  
**Classification Status:** Classified      **Status:** Records Received  
**Risk Level:** No Preservation Action Now      **Access Restriction:** Restricted- Fully  
**Inclusive Start Date:** 1960      **Inclusive End Date:** 1963  
**Comments:** Lot No. 64D262

**Container Information:**

Container Type:	# of Containers:	Cubic Feet:
FRC-S	6	6.46

# Accession - Asset Shelf Report

<b>Accession Number :</b>		NN3-306-08-004	<b>Media Type :</b>	Textual
<b>RG/Collection # :</b>	0306		<b>Accession Type :</b>	Direct Offer
<b>Description :</b>	English Teaching Country files for all Areas FY '62 and '63 plus misc. corres. FY '63 and FY-61 Domestic circulars		<b>Total # Of Containers :</b>	6
			<b>Cubic Feet :</b>	6.462

Asset ID	Container #	Type	Location
HC1-63132450	89	FRC-S	A2-02-0000490-015-2-013-00
HC1-63132442	87	FRC-S	A2-02-0000490-015-2-012-00
HC1-63132447	88	FRC-S	A2-02-0000490-015-2-013-00
HC1-63132453	90	FRC-S	A2-02-0000490-015-2-013-00
HC1-63132456	91	FRC-S	A2-02-0000490-015-2-014-00
HC1-63132459	92	FRC-S	A2-02-0000490-015-2-014-00



**Basic Information**

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<b>Accession #:</b>	NN3-306-08-004	<b>Archival Unit:</b>	Archives II, A2
<b>Record Group/Collection #:</b>	0306		
<b>Description:</b>	ICS/B Correspondence, Monthly reports & misc. statistical		
<b># of Containers:</b>	1	<b>Cubic Feet:</b>	1.08
<b>Classification Status:</b>	Classified	<b>Status:</b>	Records Received
<b>Risk Level:</b>	No Preservation Action Now	<b>Access Restriction:</b>	Restricted- Fully
<b>Inclusive Start Date:</b>	1955	<b>Inclusive End Date:</b>	1960
<b>Comments:</b>	Lot No. 64D267		

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**Container Information:**

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Container Type:	# of Containers:	Cubic Feet:
FRC-S	1	1.08



# Accession - Asset Shelf Report

<b>Accession Number :</b>		NN3-306-08-004	<b>Media Type :</b>	Textual
<b>RG/Collection # :</b>	0306		<b>Accession Type :</b>	Direct Offer
<b>Description :</b>	ICS/B Correspondence, Monthly reports & misc. statistical		<b>Total # Of Containers :</b>	1
			<b>Cubic Feet :</b>	1.077

Asset ID	Container #	Type	Location
HC1-63132476	38	FRC-S	A2-02-0000490-015-2-022-00

**Basic Information**


**Accession #:** NN3-306-08-004      **Archival Unit:** Archives II, A2  
**Record Group/Collection #:** 0306  
**Description:** ICS/CA Admin & Program files for Africa

**# of Containers:** 3      **Cubic Feet:** 3.23  
**Classification Status:** Classified      **Status:** Records Received  
**Risk Level:** No Preservation Action Now      **Access Restriction:** Restricted- Fully  
**Inclusive Start Date:** 1960      **Inclusive End Date:** 1962  
**Comments:** Lot No. 64D386

**Container Information:**

Container Type:	# of Containers:	Cubic Feet:
FRC-S	3	3.23

# Accession - Asset Shelf Report

<b>Accession Number :</b>		NN3-306-08-004	<b>Media Type :</b>	Textual
<b>RG/Collection # :</b>	0306		<b>Accession Type :</b>	Direct Offer
<b>Description :</b>	ICS/CA Admin & Program files for Africa		<b>Total # Of Containers :</b>	3
			<b>Cubic Feet :</b>	3.231

Asset ID	Container #	Type	Location
HC1-63132485	58	FRC-S	A2-02-0000490-017-2-007-00
HC1-63132490	59	FRC-S	A2-02-0000490-017-2-007-00
HC1-63132613	60	FRC-S	A2-02-0000490-017-2-008-00


**Basic Information**

<b>Accession #:</b>	NN3-306-08-004	<b>Archival Unit:</b>	Archives II, A2
<b>Record Group/Collection #:</b>	0306		
<b>Description:</b>	ICS/PT Field Corresp. - 1959-61 and Corresp. to Franklin Publications, Inc. 1958-June, 1962; Boxes #1 & #2 records of Japanese/Korean and boxes #3 thru #8 records of German/Austrian book translation program run by the Dept. of Army		
<b># of Containers:</b>	9	<b>Cubic Feet:</b>	9.69
<b>Classification Status:</b>	Classified	<b>Status:</b>	Records Received
<b>Risk Level:</b>	No Preservation Action Now	<b>Access Restriction:</b>	Restricted- Fully
<b>Inclusive Start Date:</b>	1946	<b>Inclusive End Date:</b>	1962
<b>Comments:</b>	Lot Nos. 64D458 and 64D473		

**Container Information:**

Container Type:	# of Containers:	Cubic Feet:
FRC-S	9	9.69

# Accession - Asset Shelf Report

<b>Accession Number :</b>		NN3-306-08-004	<b>Media Type :</b>	Textual
<b>RG/Collection # :</b>	0306		<b>Accession Type :</b>	Direct Offer
<b>Description :</b>	ICS/PT Field Corresp. - 1959-61 and Corresp. to Franklin Publications, Inc. 1958-June, 1962; Boxes #1 & #2 records of Japanese/Korean and boxes #3 thru #8 records of German/Austrian book translation program run by the Dept. of Army		<b>Total # Of Containers :</b>	9
			<b>Cubic Feet :</b>	9.693

Asset ID	Container #	Type	Location
HC1-63132624	69	FRC-S	A2-02-0000490-017-2-008-00
HC1-63132629	70	FRC-S	A2-02-0000490-017-2-008-00
HC1-63132642	71	FRC-S	A2-C2-0000490-017-2-009-00
HC1-63132645	72	FRC-S	A2-02-0000490-017-2-009-00
HC1-63132648	73	FRC-S	A2-02-0000490-017-2-009-00
HC1-63132651	74	FRC-S	A2-02-0000490-017-2-010-00
HC1-63132654	75	FRC-S	A2-02-0000490-017-2-010-00
HC1-63132657	76	FRC-S	A2-02-0000490-017-2-010-00
HC1-63132660	77	FRC-S	A2-02-0000490-017-2-011-00

# Accession Detail


## Basic Information

**Accession #:** NN3-306-08-004      **Archival Unit:** Archives II, A2  
**Record Group/Collection #:** 0306  
**Description:** ICS/C European Information Center Files; ICS/CE European Information Center Files; ICS/CF Far East Branch Geographical Files; ICS/CN Information Center Program Files for the Near East and Africa  
**# of Containers:** 22      **Cubic Feet:** 23.69  
**Classification Status:** Classified      **Status:** Records Received  
**Risk Level:** No Preservation Action Now      **Access Restriction:** Restricted- Fully  
**Inclusive Start Date:** 1951      **Inclusive End Date:** 1961  
**Comments:** Lot Nos. 62D265, 61D274, 61D331, and 61D287

## Container Information:

Container Type:	# of Containers:	Cubic Feet:
FRC-S	22	23.69

# Accession - Asset Shelf Report

<b>Accession Number :</b>	 NN3-306-08-004	<b>Media Type :</b>	Textual
<b>RG/Collection # :</b>	0306	<b>Accession Type :</b>	Direct Offer
<b>Description :</b>	ICS/C European Information Center Files; ICS/CE European Information Center Files; ICS/CF Far East Branch Geographical Files; ICS/CN Information Center Program Files for the Near East and Africa		<b>Total # Of Containers :</b> 22
		<b>Cubic Feet :</b>	23.694

Asset ID	Container #	Type	Location	Asset ID	Container #	Type	Location
HC1-63132683	105	FRC-S	A2-02-0000490-015-2-028-00	HC1-63132745	125	FRC-S	A2-02-0000490-016-2-002-00
HC1-63132688	106	FRC-S	A2-02-0000490-015-2-029-00	HC1-63132748	126	FRC-S	A2-02-0000490-016-2-002-00
HC1-63132691	107	FRC-S	A2-02-0000490-015-2-029-00				
HC1-63132694	108	FRC-S	A2-02-0000490-015-2-029-00				
HC1-63132697	109	FRC-S	A2-02-0000490-015-2-030-00				
HC1-63132700	110	FRC-S	A2-02-0000490-015-2-030-00				
HC1-63132703	111	FRC-S	A2-02-0000490-015-2-030-00				
HC1-63132706	112	FRC-S	A2-02-0000490-015-2-031-00				
HC1-63132709	113	FRC-S	A2-02-0000490-015-2-031-00				
HC1-63132712	114	FRC-S	A2-02-0000490-015-2-031-00				
HC1-63132715	115	FRC-S	A2-02-0000490-015-2-032-00				
HC1-63132718	116	FRC-S	A2-02-0000490-015-2-032-00				
HC1-63132721	117	FRC-S	A2-02-0000490-015-2-032-00				
HC1-63132724	118	FRC-S	A2-02-0000490-015-2-033-00				
HC1-63132727	119	FRC-S	A2-02-0000490-015-2-033-00				
HC1-63132730	120	FRC-S	A2-02-0000490-015-2-033-00				
HC1-63132733	121	FRC-S	A2-02-0000490-015-2-034-00				
HC1-63132736	122	FRC-S	A2-02-0000490-015-2-034-00				
HC1-63132739	123	FRC-S	A2-02-0000490-015-2-034-00				
HC1-63132742	124	FRC-S	A2-02-0000490-016-2-002-00				

**Basic Information**


**Accession #:** NN3-306-08-004      **Archival Unit:** Archives II, A2  
**Record Group/Collection #:** 0306  
**Description:** ICS/P Country files of the Book translation program and memoranda & misc. project folders  
**# of Containers:** 7      **Cubic Feet:** 7.54  
**Classification Status:** Classified      **Status:** Records Received  
**Risk Level:** No Preservation Action Now      **Access Restriction:** Restricted- Fully  
**Inclusive Start Date:** 1943      **Inclusive End Date:** 1955  
**Comments:**

**Container Information:**

Container Type:	# of Containers:	Cubic Feet:
FRC-S	7	7.54



# Accession - Asset Shelf Report

<b>Accession Number :</b>		NN3-306-08-004	<b>Media Type :</b>	Textual
<b>RG/Collection # :</b>	0306		<b>Accession Type :</b>	Direct Offer
<b>Description :</b>	ICS/P Country files of the Book translation program and memoranda & misc. project folders		<b>Total # Of Containers :</b>	7
			<b>Cubic Feet :</b>	7.539

Asset ID	Container #	Type	Location
HC1-63132797	73	FRC-S	A2-02-0000490-010-2-028-00
HC1-63137802	74	FRC-S	A2-02-0000490-010-2-028-00
HC1-63137805	75	FRC-S	A2-02-0000490-010-2-029-00
HC1-63137808	76	FRC-S	A2-02-0000490-010-2-029-00
HC1-63137811	77	FRC-S	A2-02-0000490-010-2-029-00
HC1-63137814	78	FRC-S	A2-02-0000490-010-2-030-00
HC1-63137817	79	FRC-S	A2-02-0000490-010-2-030-00

# Accession Detail


## Basic Information

**Accession #:** NN3-306-08-004      **Archival Unit:** Archives II, A2  
**Record Group/Collection #:** 0306  
**Description:** ICS/CE Country and Program Files; ICS/CE Country and Program Files; ICS/CN Program Files of the Near East and South Asia  
**# of Containers:** 13      **Cubic Feet:** 14  
**Classification Status:** Classified      **Status:** Records Received  
**Risk Level:** No Preservation Action Now      **Access Restriction:** Restricted- Fully  
**Inclusive Start Date:** 1959      **Inclusive End Date:** 1962  
**Comments:** Lot Nos. 64D407, 65D463, and 65D354

## Container Information:

Container Type:	# of Containers:	Cubic Feet:
FRC-S	13	14.00

# Accession - Asset Shelf Report

<b>Accession Number :</b>	 NN3-306-08-004	<b>Media Type.:</b>	Textual
<b>RG/Collection # :</b>	0306	<b>Accession Type :</b>	Direct Offer
<b>Description :</b>	ICS/CE Country and Program Files; ICS/CE Country and Program Files; ICS/CN Program Files of the Near East and South Asia		<b>Total # Of Containers :</b> 13
		<b>Cubic Feet :</b>	14.001

Asset ID	Container #	Type	Location
HC1-63256606	55	FRC-S	A2-02-0000490-002-2-010-00
HC1-63256611	56	FRC-S	A2-02-0000490-002-2-010-00
HC1-63256614	57	FRC-S	A2-02-0000490-002-2-011-00
HC1-63256617	58	FRC-S	A2-02-0000490-002-2-011-00
HC1-63256620	59	FRC-S	A2-02-0000490-002-2-011-00
HC1-63256623	60	FRC-S	A2-02-0000490-002-2-013-00
HC1-63256626	61	FRC-S	A2-02-0000490-002-2-013-00
HC1-63256629	62	FRC-S	A2-02-0000490-002-2-013-00
HC1-63256632	63	FRC-S	A2-02-0000490-002-2-015-00
HC1-63256635	64	FRC-S	A2-02-0000490-002-2-015-00
HC1-63256638	65	FRC-S	A2-02-0000490-002-2-015-00
HC1-63256641	66	FRC-S	A2-02-0000490-002-2-016-00
HC1-63256644	67	FRC-S	A2-02-0000490-002-2-016-00

# Accession Detail

## Basic Information


**Accession #:** NN3-306-08-004      **Archival Unit:** Archives II, A2  
**Record Group/Collection #:** 0306  
**Description:** ICS/CA Administrative and Program Files for Africa

**# of Containers:** 3      **Cubic Feet:** 3.23  
**Classification Status:** Classified      **Status:** Records Received  
**Risk Level:** No Preservation Action Now      **Access Restriction:** Restricted- Fully  
**Inclusive Start Date:** 1963      **Inclusive End Date:** 1963  
**Comments:** Lot No. 65D328

## Container Information:

Container Type:	# of Containers:	Cubic Feet:
FRC-S	3	3.23

# Accession - Asset Shelf Report

<b>Accession Number :</b>		NN3-306-08-004	<b>Media Type :</b>	Textual
<b>RG/Collection # :</b>	0306		<b>Accession Type :</b>	Direct Offer
<b>Description :</b>	ICS/CA Administrative and Program Files for Africa		<b>Total # Of Containers :</b>	3
			<b>Cubic Feet :</b>	3.231

Asset ID	Container #	Type	Location
HC1-63256686	54	FRC-S	A2-02-0000490-002-2-010-00
HC1-63256678	52	FRC-S	A2-02-0000490-002-2-008-00
HC1-63256683	53	FRC-S	A2-02-0000490-002-2-008-00

# Accession Detail


## Basic Information

**Accession #:** NN3-306-08-004      **Archival Unit:** Archives II, A2  
**Record Group/Collection #:** 0306  
**Description:** ICS Action Files, 1961-1963 and Minutes of ICS Division Chief's Meetings and Senior Book Committee Meetings, 1959-1963  
**# of Containers:** 1      **Cubic Feet:** 1.08  
**Classification Status:** Classified      **Status:** Records Received  
**Risk Level:** No Preservation Action Now      **Access Restriction:** Restricted- Fully  
**Inclusive Start Date:** 1959      **Inclusive End Date:** 1961  
**Comments:** Lot No. 65D300

## Container Information:

Container Type:	# of Containers:	Cubic Feet:
FRC-S	1	1.08

# Accession - Asset Shelf Report

<b>Accession Number :</b>		NN3-306-08-004	<b>Media Type :</b>	Textual
<b>RG/Collection # :</b>	0306		<b>Accession Type :</b>	Direct Offer
<b>Description :</b>	ICS Action Files, 1961-1963 and Minutes of ICS Division Chiefs Meetings and Senior Book Committee Meetings, 1959-1963		<b>Total # Of Containers :</b>	1
			<b>Cubic Feet :</b>	1.077

Asset ID	Container #	Type	Location
HC1-63256700	51	FRC-S	A2-02-0000490-002-2-008-00

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**Basic Information**

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**Accession #:** NN3-306-08-004      **Archival Unit:** Archives II, A2  
**Record Group/Collection #:** 0306  
**Description:** ICS/OD Records on International Trade Fairs and Related Date; ICS/PEP Field Correspondence 1959-1963 and Correspondence with Publishers  
**# of Containers:** 4      **Cubic Feet:** 4.31  
**Classification Status:** Classified      **Status:** Records Received  
**Risk Level:** No Preservation Action Now      **Access Restriction:** Restricted- Fully  
**Inclusive Start Date:** 1950      **Inclusive End Date:** 1964  
**Comments:** Lot Nos. 65D396 and 65D329

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**Container Information:**

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<b>Container Type:</b>	<b># of Containers:</b>	<b>Cubic Feet:</b>
FRC-S	4	4.31



# Accession - Asset Shelf Report

<b>Accession Number :</b>		NN3-306-08-004	<b>Media Type :</b>	Textual ,
<b>RG/Collection # :</b>	0306		<b>Accession Type :</b>	Direct Offer
<b>Description :</b>	ICS/OD Records on International Trade Fairs and Related Date; ICS/PEP Field Correspondence 1959-1963 and Correspondence with Publishers		<b>Total # Of Containers :</b>	4
			<b>Cubic Feet :</b>	4.308

Asset ID	Container #	Type	Location
HC1-63256712	84	FRC-S	A2-02-0000490-002-2-021-00
HC1-63256717	85	FRC-S	A2-02-0000490-002-2-023-00
HC1-63256720	86	FRC-S	A2-02-0000490-002-2-023-00
HC1-63256723	87	FRC-S	A2-02-0000490-002-2-023-00

# Accession Detail

## Basic Information

**Accession #:** NN3-306-08-004      **Archival Unit:** Archives II, A2  
**Record Group/Collection #:** 0306  
**Description:** IGC General Files


**# of Containers:** 5      **Cubic Feet:** 0  
**Classification Status:** Classified      **Status:** Records Received  
**Risk Level:**      **Access Restriction:** Restricted- Fully

**Inclusive Start Date:** 1946      **Inclusive End Date:** 1965  
**Comments:** Missing @ Capture - NOS

## Container Information:

Container Type:	# of Containers:	Cubic Feet:
FRC-S	5	5.39

# Accession - Asset Shelf Report

<b>Accession Number :</b>		NN3-306-08-004	<b>Media Type :</b>	Textual
<b>RG/Collection # :</b>	0306		<b>Accession Type :</b>	Direct Offer
<b>Description :</b>	IGC General Files		<b>Total # Of Containers :</b>	5
			<b>Cubic Feet :</b>	0

Asset ID	Container #	Type	Location
HC1-63256739	22	FRC-S	
HC1-63256744	23	FRC-S	
HC1-63256747	24	FRC-S	
HC1-63256750	25	FRC-S	
HC1-63256753	26	FRC-S	

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**Basic Information**

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**Accession #:** NN3-306-08-004      **Archival Unit:** Archives II, A2  
**Record Group/Collection #:** 0306  
**Description:** ICS/PL Country Files of the Latin American Book Translation Program, Circular Files for 1961 to 1962 and Memorandum Files for 1962  
**# of Containers:** 2      **Cubic Feet:** 2.15  
**Classification Status:** Classified      **Status:** Records Received  
**Risk Level:** No Preservation Action Now      **Access Restriction:** Restricted- Fully  
**Inclusive Start Date:** 1944      **Inclusive End Date:** 1962  
**Comments:** Lot No. 66D37


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**Container Information:**

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<b>Container Type:</b>	<b># of Containers:</b>	<b>Cubic Feet:</b>
FRC-S	2	2.15

# Accession - Asset Shelf Report

<b>Accession Number :</b>		NN3-306-08-004	<b>Media Type :</b>	Textual
<b>RG/Collection # :</b>	0306		<b>Accession Type :</b>	Direct Offer
<b>Description :</b>	ICS/PL Country Files of the Latin American Book Translation Program, Circular Files for 1961 to 1962 and Memorandum Files for 1962		<b>Total # Of Containers :</b>	2
			<b>Cubic Feet :</b>	2.154

Asset ID	Container #	Type	Location
HC1-63137836	90	FRC-S	A2-02-0000490-017-2-006-00
HC1-63137841	91	FRC-S	A2-02-0000490-017-2-007-00

**Accession Detail**


**Basic Information**

**Accession #:** NN3-306-08-004      **Archival Unit:** Archives II, A2  
**Record Group/Collection #:** 0306  
**Description:** ICS/CL Files covering Information Center, Binational Center, Presentation and other Cultural Programs for Latin American Branch  
**# of Containers:** 2      **Cubic Feet:** 2.15  
**Classification Status:** Classified      **Status:** Records Received  
**Risk Level:** No Preservation Action Now      **Access Restriction:** Restricted- Fully  
**Inclusive Start Date:** 1959      **Inclusive End Date:** 1963  
**Comments:** Lot No. 66D264

**Container Information:**

<b>Container Type:</b>	<b># of Containers:</b>	<b>Cubic Feet:</b>
FRC-S	2	2.15

# Accession - Asset Shelf Report

<b>Accession Number :</b>		NN3-306-08-004	<b>Media Type :</b>	Textual
<b>RG/Collection # :</b>	0306		<b>Accession Type :</b>	Direct Offer
<b>Description :</b>	ICS/CL Files covering Information Center, Binational Center, Presentation and other Cultural Programs for Latin American Branch		<b>Total # Of Containers :</b>	2
			<b>Cubic Feet :</b>	2.154

Asset ID	Container #	Type	Location
HC1-63137850	69	FRC-S	A2-02-0000490-014-2-023-00
HC1-63137855	70	FRC-S	A2-02-0000490-014-2-024-00

**Accession Detail**

**Basic Information**

**Accession #:** NN3-306-08-004      **Archival Unit:** Archives II, A2  
**Record Group/Collection #:** 0306  
**Description:** Country Folders; Central Files


**# of Containers:** 9      **Cubic Feet:** 9.69  
**Classification Status:** Classified      **Status:** Records Received  
**Risk Level:** No Preservation Action Now      **Access Restriction:** Restricted- Fully  
**Inclusive Start Date:** 1963      **Inclusive End Date:** 1963  
**Comments:**

**Container Information:**

Container Type:	# of Containers:	Cubic Feet:
FRC-S	9	9.69



# Accession - Asset Shelf Report

<b>Accession Number :</b>		NN3-306-08-004	<b>Media Type :</b>	Textual
<b>RG/Collection # :</b>	0306		<b>Accession Type :</b>	Direct Offer
<b>Description :</b>	Country Folders; Central Files		<b>Total # Of Containers :</b>	9
			<b>Cubic Feet :</b>	9.693

Asset ID	Container #	Type	Location
HC1-63137864	22	FRC-S	A2-02-0000490-009-2-028-00
HC1-63137869	23	FRC-S	A2-02-0000490-009-2-029-00
HC1-63137872	24	FRC-S	A2-02-0000490-009-2-029-00
HC1-63137875	25	FRC-S	A2-02-0000490-009-2-029-00
HC1-63137878	26	FRC-S	A2-02-0000490-009-2-030-00
HC1-63137881	27	FRC-S	A2-02-0000490-009-2-030-00
HC1-63137884	28	FRC-S	A2-02-0000490-009-2-030-00
HC1-63137887	29	FRC-S	A2-02-0000490-009-2-031-00
HC1-63137890	30	FRC-S	A2-02-0000490-009-2-031-00



# Accession Detail




## Basic Information

<b>Accession #:</b>	NN3-306-08-004	<b>Archival Unit:</b>	Archives II, A2
<b>Record Group/Collection #:</b>	0306		
<b>Description:</b>	ICS/CN Program Files for the Near East and South Asia		
<b># of Containers:</b>	4	<b>Cubic Feet:</b>	4.31
<b>Classification Status:</b>	Classified	<b>Status:</b>	Records Received
<b>Risk Level:</b>	No Preservation Action Now	<b>Access Restriction:</b>	Restricted- Fully
<b>Inclusive Start Date:</b>	1964	<b>Inclusive End Date:</b>	1964
<b>Comments:</b>	Lot No. 66D292		

## Container Information:

Container Type:	# of Containers:	Cubic Feet:
FRC-S	4	4.31

# Accession - Asset Shelf Report

<b>Accession Number :</b>		NN3-306-08-004	<b>Media Type :</b>	Textual.
<b>RG/Collection # :</b>	0306		<b>Accession Type :</b>	Direct Offer
<b>Description :</b>	ICS/CN Program Files for the Near East and South Asia		<b>Total # Of Containers :</b>	4
			<b>Cubic Feet :</b>	4.308

Asset ID	Container #	Type	Location
HC1-63137913	31	FRC-S	A2-02-0000490-009-2-031-00
HC1-63137918	32	FRC-S	A2-02-0000490-009-2-032-00
HC1-63137921	33	FRC-S	A2-02-0000490-009-2-032-00
HC1-63137924	34	FRC-S	A2-02-0000490-009-2-032-00


**Basic Information**

**Accession #:** NN3-306-08-004      **Archival Unit:** Archives II, A2  
**Record Group/Collection #:** 0306  
**Description:** ICS/CA Administrative and Program Files for Africa and Book Orders and Shipment Notices; ICS/CA Administrative and Program Files for Africa  
**# of Containers:** 9      **Cubic Feet:** 9.69  
**Classification Status:** Classified      **Status:** Records Received  
**Risk Level:** No Preservation Action Now      **Access Restriction:** Restricted- Fully  
**Inclusive Start Date:** 1959      **Inclusive End Date:** 1964  
**Comments:** Lot Nos. 63D236 and 66D270

**Container Information:**

Container Type:	# of Containers:	Cubic Feet:
FRC-S	9	9.69

# Accession - Asset Shelf Report

<b>Accession Number :</b>		NN3-306-08-004	<b>Media Type :</b>	Textual
<b>RG/Collection # :</b>	0306		<b>Accession Type :</b>	Direct Offer
<b>Description :</b>	ICS/CA Administrative and Program Files for Africa and Book Orders and Shipment Notices; ICS/CA Administrative and Program Files for Africa		<b>Total # Of Containers :</b>	9
			<b>Cubic Feet :</b>	9.693

Asset ID	Container #	Type	Location
HC1-63137937	122	FRC-S	A2-02-0000490-002-2-026-00
HC1-63137942	123	FRC-S	A2-02-0000490-002-2-028-00
HC1-63137945	124	FRC-S	A2-02-0000490-002-2-028-00
HC1-63137948	125	FRC-S	A2-02-0000490-002-2-028-00
HC1-63137951	126	FRC-S	A2-02-0000490-002-2-030-00
HC1-63137954	127	FRC-S	A2-02-0000490-002-2-030-00
HC1-63137957	128	FRC-S	A2-02-0000490-002-2-030-00
HC1-63137960	129	FRC-S	A2-02-0000490-002-2-032-00
HC1-63137963	130	FRC-S	A2-02-0000490-002-2-032-00


**Basic Information**

**Accession #:** NN3-306-08-004      **Archival Unit:** Archives II, A2  
**Record Group/Collection #:** 0306  
**Description:** ICS/T English Teaching Country Files for All Areas, FY-1965; Contract Files FY-1963-1964; Seminar Folders FY-1962-1965; Obsolete Circulars for FY-1957-1962; and Consultant Field Trip Folders FY-1962-1964  
**# of Containers:** 10      **Cubic Feet:** 10.77  
**Classification Status:** Classified      **Status:** Records Received  
**Risk Level:** No Preservation Action Now      **Access Restriction:** Restricted- Fully  
**Inclusive Start Date:** 1956      **Inclusive End Date:** 1965  
**Comments:** Lot No. 66D475

**Container Information:**

Container Type:	# of Containers:	Cubic Feet:
FRC-S	10	10.77

# Accession - Asset Shelf Report

<b>Accession Number :</b>	 NN3-306-08-004	<b>Media Type :</b>	Textual
<b>RG/Collection # :</b>	0306	<b>Accession Type :</b>	Direct Offer
<b>Description :</b>	ICS/T English Teaching Country Files for All Areas, FY-1965; Contract Files FY-1963-1964; Seminar Folders FY-1962-1965; Obsolete Circulars for FY-1957-1962; and Consultant Field Trip Folders FY-1962-1964		<b>Total # Of Containers :</b> 10
		<b>Cubic Feet :</b>	10.77

Asset ID	Container #	Type	Location
HC1-63256991	163	FRC-S	A2-02-0000490-002-2-035-00
HC1-63256996	164	FRC-S	A2-02-0000490-002-2-035-00
HC1-63256999	165	FRC-S	A2-02-0000490-002-2-035-00
HC1-63294302	166	FRC-S	A2-02-0000490-003-2-002-00
HC1-63294305	167	FRC-S	A2-02-0000490-003-2-002-00
HC1-63294308	168	FRC-S	A2-02-0000490-003-2-002-00
HC1-63294311	169	FRC-S	A2-02-0000490-003-2-003-00
HC1-63294314	170	FRC-S	A2-02-0000490-003-2-003-00
HC1-63294317	171	FRC-S	A2-02-0000490-003-2-003-00
HC1-63294320	172	FRC-S	A2-02-0000490-003-2-004-00

**Basic Information**

**Accession #:** NN3-306-08-004      **Archival Unit:** Archives II, A2  
**Record Group/Collection #:** 0306  
**Description:** ICS/O ICS Divisional, Other Medias, Area Directors and Report Files


**# of Containers:** 3      **Cubic Feet:** 3.23  
**Classification Status:** Classified      **Status:** Records Received  
**Risk Level:** No Preservation Action Now      **Access Restriction:** Restricted- Fully  
**Inclusive Start Date:** 1963      **Inclusive End Date:** 1965  
**Comments:** Lot No. 67D309

**Container Information:**

Container Type:	# of Containers:	Cubic Feet:
FRC-S	3	3.23



# Accession - Asset Shelf Report

<b>Accession Number :</b>		NN3-306-08-004	<b>Media Type :</b>	Textual
<b>RG/Collection # :</b>	0306		<b>Accession Type :</b>	Direct Offer
<b>Description :</b>	ICS/O ICS Divisional, Other Medias, Area Directors and Report Files		<b>Total # Of Containers :</b>	3
			<b>Cubic Feet :</b>	3.231

Asset ID	Container #	Type	Location
HC1-63294348	159	FRC-S	A2-02-0000490-002-2-033-00
HC1-63294353	160	FRC-S	A2-02-0000490-002-2-033-00
HC1-63294356	161	FRC-S	A2-02-0000490-002-2-033-00

# Accession Detail

## Basic Information


**Accession #:** NN3-306-08-004      **Archival Unit:** Archives II, A2  
**Record Group/Collection #:** 0306  
**Description:** IOP Subject Files

**# of Containers:** 1      **Cubic Feet:** 1.08  
**Classification Status:** Classified      **Status:** Records Received  
**Risk Level:** No Preservation Action Now      **Access Restriction:** Restricted- Fully  
**Inclusive Start Date:** 1958      **Inclusive End Date:** 1966  
**Comments:** Page missing in SF 135

## Container Information:

Container Type:	# of Containers:	Cubic Feet:
FRC-S	1	1.08

# Accession - Asset Shelf Report

<b>Accession Number :</b>		NN3-306-08-004	<b>Media Type :</b>	Textual
<b>RG/Collection # :</b>	0306		<b>Accession Type :</b>	Direct Offer
<b>Description :</b>	IOP Subject Files		<b>Total # Of Containers :</b>	1
			<b>Cubic Feet :</b>	1.077

Asset ID	Container #	Type	Location
HC1-63294370	119	FRC-S	A2-02-0000490-003-2-004-00

**Accession Detail**

**Basic Information**

**Accession #:** NN3-306-08-004      **Archival Unit:** Archives II, A2  
**Record Group/Collection #:** 0306  
**Description:** ICS/CF Central Files


**# of Containers:** 1      **Cubic Feet:** 1.08  
**Classification Status:** Classified      **Status:** Records Received  
**Risk Level:** No Preservation Action Now      **Access Restriction:** Restricted- Fully

**Inclusive Start Date:** 1964      **Inclusive End Date:** 1964  
**Comments:** Lot No. 67D127

**Container Information:**

<b>Container Type:</b>	<b># of Containers:</b>	<b>Cubic Feet:</b>
FRC-S	1	1.08

# Accession - Asset Shelf Report

<b>Accession Number :</b>		NN3-306-08-004	<b>Media Type :</b>	Textual
<b>RG/Collection # :</b>	0306		<b>Accession Type :</b>	Direct Offer
<b>Description :</b>	ICS/CF Central Files		<b>Total # Of Containers :</b>	1
			<b>Cubic Feet :</b>	1.077

Asset ID	Container #	Type	Location
HC1-63294382	139	FRC-S	A2-02-0000490-002-2-032-00


**Basic Information**

<b>Accession #:</b>	NN3-306-08-004	<b>Archival Unit:</b>	Archives II, A2
<b>Record Group/Collection #:</b>	0306		
<b>Description:</b>	ICS Advisory Committee on Books Abroad; ICS Monthly Reports; Advisory Committee on Cultural Information; and Chron Files; Information Center Service - Front Office Subject Files; General Correspondence, Conference Meeting Notes and Special Projects		
<b># of Containers:</b>	7	<b>Cubic Feet:</b>	7.54
<b>Classification Status:</b>	Classified	<b>Status:</b>	Records Received
<b>Risk Level:</b>	No Preservation Action Now	<b>Access Restriction:</b>	Restricted- Fully
<b>Inclusive Start Date:</b>	1950	<b>Inclusive End Date:</b>	1966
<b>Comments:</b>	Lot Nos. 67D437, 67D462, and 67D542		

**Container Information:**

<b>Container Type:</b>	<b># of Containers:</b>	<b>Cubic Feet:</b>
FRC-S	7	7.54

# Accession - Asset Shelf Report

<b>Accession Number :</b>		NN3-306-08-004	<b>Media Type :</b> Textual
<b>RG/Collection # :</b>	0306		<b>Accession Type :</b> Direct Offer
<b>Description :</b>	ICS Advisory Committee on Books Abroad; ICS Monthly Reports; Advisory Committee on Cultural Information; and Chron Files; Information Center Service - Front Office Subject Files; General Correspondence, Conference Meeting Notes and Special Projects		<b>Total # Of Containers :</b> 7
			<b>Cubic Feet :</b> 7.539

Asset ID	Container #	Type	Location
HC1-63294394	105	FRC-S	A2-02-0000490-003-2-026-00
HC1-63294399	106	FRC-S	A2-02-0000490-003-2-026-00
HC1-63294402	107	FRC-S	A2-02-0000490-003-2-027-00
HC1-63294405	108	FRC-S	A2-02-0000490-003-2-027-00
HC1-63294408	109	FRC-S	A2-02-0000490-003-2-027-00
HC1-63294411	110	FRC-S	A2-02-0000490-003-2-028-00
HC1-63294414	111	FRC-S	A2-02-0000490-003-2-028-00

# Accession Detail

## Basic Information


**Accession #:** NN3-306-08-004      **Archival Unit:** Archives II, A2  
**Record Group/Collection #:** 0306  
**Description:** ICS/B Recommended Book Lists plus Microfilms of Book Appraisals; Misc. Records of Bibliographic Division filed by Subject; ICS/CA Administrative and Program Files for Africa; ICS/CE Country Files  
**# of Containers:** 18      **Cubic Feet:** 19.39  
**Classification Status:** Classified      **Status:** Records Received  
**Risk Level:** No Preservation Action Now      **Access Restriction:** Restricted- Fully  
**Inclusive Start Date:** 1946      **Inclusive End Date:** 1965  
**Comments:** Lot Nos. 65D381, 67D601, 67D429, and 67D356

## Container Information:

Container Type:	# of Containers:	Cubic Feet:
FRC-S	18	19.39



# Accession - Asset Shelf Report

<b>Accession Number :</b>		NN3-306-08-004	<b>Media Type :</b>	Textual
<b>RG/Collection # :</b>	0306		<b>Accession Type :</b>	Direct Offer
<b>Description :</b>	ICS/B Recommended Book Lists plus Microfilms of Book Appraisals; Misc. Records of Bibliographic Division filed by Subject; ICS/CA Administrative and Program Files for Africa; ICS/CE Country Files			<b>Total # Of Containers :</b> 18
			<b>Cubic Feet :</b>	19.386

Asset ID	Container #	Type	Location
HC1-63294436	112	FRC-S	A2-02-0000490-003-2-028-00
HC1-63294441	113	FRC-S	A2-02-0000490-003-2-029-00
HC1-63294444	114	FRC-S	A2-02-0000490-003-2-029-00
HC1-63294447	115	FRC-S	A2-02-0000490-003-2-029-00
HC1-63294450	116	FRC-S	A2-02-0000490-003-2-030-00
HC1-63294453	117	FRC-S	A2-02-0000490-003-2-030-00
HC1-63294456	118	FRC-S	A2-02-0000490-003-2-030-00
HC1-63294459	119	FRC-S	A2-02-0000490-008-2-034-00
HC1-63294462	120	FRC-S	A2-02-0000490-008-2-034-00
HC1-63294465	121	FRC-S	A2-02-0000490-009-2-002-00
HC1-63294468	122	FRC-S	A2-02-0000490-009-2-002-00
HC1-63294471	123	FRC-S	A2-02-0000490-009-2-002-00
HC1-63294474	124	FRC-S	A2-02-0000490-009-2-003-00
HC1-63294477	125	FRC-S	A2-02-0000490-009-2-003-00
HC1-63294480	126	FRC-S	A2-02-0000490-009-2-003-00
HC1-63294483	127	FRC-S	A2-02-0000490-009-2-004-00
HC1-63294486	128	FRC-S	A2-02-0000490-009-2-004-00
HC1-63294489	129	FRC-S	A2-02-0000490-009-2-004-00

# Accession Detail

## Basic Information

**Accession #:** NN3-306-08-004      **Archival Unit:** Archives II, A2  
**Record Group/Collection #:** 0306  
**Description:** ICS/E Records and Related Data pertaining to International Trade Fairs

**# of Containers:** 5      **Cubic Feet:** 5.39  
**Classification Status:** Classified      **Status:** Records Received  
**Risk Level:** No Preservation Action Now      **Access Restriction:** Restricted- Fully  
**Inclusive Start Date:** 1958      **Inclusive End Date:** 1965  
**Comments:** Lot No. 67D501

## Container Information:

Container Type:	# of Containers:	Cubic Feet:
FRC-S	5	5.39



# *National Archives and Records Administration*

8601 Adelphi Road  
College Park, Maryland 20740-6001

November 3, 2009

Margaret Peppe  
Deputy Directory IPS and Agency Records Officer  
A/ISS/IPS/PP SA-2  
U.S. Department of State  
Washington, DC 20522-6001

Dear Ms. Peppe:

Enclosed is a copy of the Standard Form 258 (our number NN3-306-08-004) for 762 cubic feet of classified records of your agency recently transferred to the custody of the National Archives and Records Administration. The signature on Line 16 confirms that the records have been accepted into the Archives of the United States.

If you have any questions about this transfer, please let me know by telephone (301-837-3022) or by e-mail [jason.clingerman@nara.gov](mailto:jason.clingerman@nara.gov)

Sincerely,

A handwritten signature in black ink, appearing to read "Jason Clingerman".

JASON CLINGERMAN  
Archivist  
NWCT2-P, Textual Processing

Enclosure: SF 258 copy



NATIONAL  
ARCHIVES

Date: 06/02/2015  
To: Accession Dossier, NN3-306-08-004  
From: Tim Enas, RD Textual Accessioning  
Subject: NATO records interfile

On May 7<sup>th</sup>, 2015 David Streat, WNRC's Information Security Program Manager delivered one envelope of classified NATO records which were located within WNRC's classified vault. This material was segregated within WNRC's safe due to the NATO markings and was not transferred to Archives II with the original collections of records. RD Textual Accessioning staff received the material and immediately transferred it to the NATO lockdown range with stack 630. Subsequently the appropriate HMS entries and accession dossiers were updated to reflect the change in holdings.

The documents received for NN3-306-08-004 are:

FRC Transfer 306-74-046: Document Number LAT 73 D 120 Box 9; (Marked NATO Secret)AC/127-D/322 of Jan 26, 1971 w/ARA/CCA

Additional information about the transfer of these records is available within the two enclosures.

Enclosures:

1. E-Mail Correspondence
2. NA form 2011 (receipt)

NATIONAL ARCHIVES *and*  
RECORDS ADMINISTRATION

8601 ADELPHI ROAD  
COLLEGE PARK, MD 20740-6001

[www.archives.gov](http://www.archives.gov)



Timothy Enas &lt;timothy.enas@nara.gov&gt;

**Re: NATO & SCI Documents**

1 message

Timothy Enas &lt;timothy.enas@nara.gov&gt;

Wed, May 6, 2015 at 3:03 PM

To: David Streat &lt;david.streat@nara.gov&gt;

Cc: Joshua Mason &lt;joshua.mason@nara.gov&gt;, "Daverede, Alex" &lt;alex.daverede@nara.gov&gt;, "Ryan, Meghan" &lt;meghan.ryan@nara.gov&gt;, Kesha Bartlett &lt;kesha.quander@nara.gov&gt;

David,

OK. We will compile our existing paperwork on these transfers as soon as possible. Can you a NA form 2011 which lists each FRC transfer number, box number, and the highest classification level? When can WNRC deliver the records to AII? We will be at WNRC tomorrow, but could accept these records at just about any other time. If you need to move the records ASAP, I can receive the records tomorrow morning before I leave for WNRC (at 8:30 AM). Otherwise, we can coordinate a delivery for either Friday or next week.

Regards,  
Tim

On Wed, May 6, 2015 at 2:10 PM, David Streat &lt;david.streat@nara.gov&gt; wrote:

Tim, we can't keep them here per NARA 202, so I would like to re-locate them to you ASAP. Tell me what you need me to do and it's done!

On Wed, May 6, 2015 at 2:07 PM, David Streat &lt;david.streat@nara.gov&gt; wrote:

Tim, yes, I think they are.

On Wed, May 6, 2015 at 1:52 PM, Timothy Enas &lt;timothy.enas@nara.gov&gt; wrote:

Joshua, David,

RDTPA can accept the three entries Joshua listed as finding in his HMS search (also listed below):

W306-74-0046 (accessioned 5/2009).  
W306-68-1415ADC (accessioned in 2000).  
W306-72E-5121 (accessioned 5/2009).

Additionally, there is no transfer number associated with this information:

Document Numbers: AC/127-D/169 Copy 137, (NATO Confidential), AC/127-D/172 Copy 136, (NATO Secret), AC/127-EWT/UK.15 (NATO Confidential)

Are these records a part of 306-68A-141?

RDTPA cannot accept W059-06-0109. These records are permanent, but are not eligible for accessioning into the National Archives until 1/1/2030. As these records are still in State Department's legal custody, RDTPA would not be involved in a relocation to Archives II. I'd suggest contacting Matt Bynum regarding relocation to AII and/or State Department regarding returning the records to State's physical custody. Additionally, as the records are SAP, we would not be able to accession SAP unless the agency and NARA have completed the requisite procedures outlined in NARA 202 and both agencies have agreed to transfer the records to NARA. The primary requirements of the agency are to provide the following:

1. Classification Guide (required handling procedures)
2. governing directives of the SAP originator for controlling and safeguarding SAP
3. a list of authorized individuals who may continue to need access to the information

#### 4. Memorandum of Understanding (MOU) for records stored in the Federal Records Center (FRC) system

With regards to the records we can accept, the restrictions are TS or below and NATO (no SAP or SCI). We would handle these records as dlibs/drabs (or marooned records) because they are late additions to accessioned holdings. We typically receive dlibs/drabs in February and August, however we are currently reviewing our dlibs/drabs procedures for classified records due to stakeholder request for business process change.

A.J., as these records are NATO, do they need to be immediately relocated to the AII's NATO space, or can these records be included in the next regular shipment of classified dlibs/drabs?

In summary, we can accept the three NATO transfers, but would prefer to transfer the records on an Annual Move shipment cycle (provided this is not an information security issue). We cannot accept the SCI/SAP. If additional information is available about the records beginning with document number AC/127-D/169, we can look into this transfer.

Please feel free to contact me if you have any questions or would like to discuss further.

Thank you.  
Tim

Tim Enas  
Supervisor, Textual Accessioning  
in the Washington, DC area  
RD Textual (RDTPA)  
Office: 301-837-3084  
<http://www.archives.gov/records-mgmt/accessioning/>

On Wed, May 6, 2015 at 12:23 PM, Joshua Mason <joshua.mason@nara.gov> wrote:

Tim,

I called you yesterday about this and after receiving David's e-mail it appears that the documents we spoke about are permanent records.

I've located the HMS entries here in this building for the three different NATO accessions and they are:

1. Document Number- Accession 306-74-0046 - HMS REID: HS1-65868411
2. Document Number 306-68A-1415 - HMS REID: HS1-310725
3. Document Number: Accession number 306-72A-5121 - HMS REID: HS1-65869927

In regards to the SAP document, I can't find that FRC number anywhere in either the Record Entries tab or the Accessions tab.

Please contact David when you have a minute concerning these records. Thanks for your help.

Joshua

Joshua J. Mason

National Declassification Center

National Archives and Records Administration, Archives II

Room 6330  
8601 Adelphi Road  
College Park, MD 20740

301-837-0497

----- Forwarded message -----

From: **David Streat** <david.streat@nara.gov>  
Date: Wed, May 6, 2015 at 9:00 AM  
Subject: NATO & SCI Documents  
To: "Mason, Joshua" <joshua.mason@nara.gov>  
Cc: Alex Daverede <alex.daverede@nara.gov>

Joshua, here is the information about the NATO and SCI documents that need to be moved from WNRC to your facility.

**NATO Documents:**

Document Number- Accession 306-74-046 LAT 73 D 120 Box 9; (Marked NATO Secret)AC/127-D/322 of Jan 26, 1971 w/ARA/CCA

Document Number 306-68A-1415 Lot 67D 202 Box 38 of 408 (NATO Secret)

Document Numbers: AC/127-D/169 Copy 137, (NATO Confidential), AC/127-D/172 Copy 136, (NATO Secret), AC/127-EWT/UK.15 (NATO Confidential)

Document Number: Accession number 306-72A-5121 Box 175 of 350, ED/68/97 Copy 149 (NATO Confidential)

**SCI Document:** Box list for 059-06-0109 is marked Secret/ SAP

Hopefully, we can make some headway on this!

-

David A. Streat  
Information Security Program Manager (ISPM)  
Washington National Records Center  
4205 Suitland Road  
Suitland, MD 20746-8001  
Voice: 301-778-1504  
Fax: 301-778-1501  
Email: david.streat@nara.gov

-

David A. Streat  
Information Security Program Manager (ISPM)  
Washington National Records Center  
4205 Suitland Road  
Suitland, MD 20746-8001

6/2/2015

National Archives & Records Administration Mail - Re: NATO & ... Documents

Voice: 301-778-1504

Fax: 301-778-1501

Email: david.streat@nara.gov

—  
David A. Streat

Information Security Program Manager (ISPM)

Washington National Records Center

4205 Suitland Road

Suitland, MD 20746-8001

Voice: 301-778-1504

Fax: 301-778-1501

Email: david.streat@nara.gov



**CLASSIFIED DOCUMENT CONTROL RECORD**

DATE

05/07/2015

**SECTION I - GENERAL**

TO		Washington National Records Centre AFO-SD G-050-Stack 1 4205 Suitland Road Suitland, MD 20746			
TIM ENAS ARCHIVES II COLLEGE PARK MD					
CONTROL, LOG, OR FILE NUMBER (a)	CLASSIFI- CATION (b)	ITEM (c)	DESCRIPTION (d)	DATE OF DOCUMENT (e)	ORIGINATOR (f)
201530600727	NATO C NATO S	BOXES/FOLDERS	<del>306-74-0046</del> BOX 9 FILE AC/127- D/322 JAN 26 1971 W/ARA/CCA <del>306-68A1415</del> BOX 38 AC/127-D169 COPY 137 AC/127-D172 COPY 136 AC/127-EWT/UK.15 <del>306-72A5121</del> BOX 175 FILE ED/68/97 COPY 149	05/07/2015	RCOOPER

**SECTION II - RECEIPT/TRACER ACTION (Check appropriate box)**

RECEIPT OF DOCUMENT(S) ACKNOWLEDGED

DOCUMENT(S) HAVE NOT BEEN RECEIVED

TRACER ACTION: SIGNED RECEIPT FOR MATERIAL DESCRIBED ABOVE HAS NOT BEEN RECEIVED

DATE

5/7/15

PRINTED NAME AND OFFICE SYMBOL

Tim Enas ADPA

SIGNATURE

*[Signature]*

COMMENTS (Use reverse if necessary)

one envelope 630.3/5/03 ✓

per Josh NASC/  
Mason