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Request for Records Disposition Authority

(See Instructions on reverse)

To: **National Archives and Records Administration (NIR)**
Washington, DC 20408

1. From: (Agency or establishment)

NATIONAL ARCHIVES AND RECORDS ADMINISTRATION

2. Major Subdivision

Research Services

3. Minor Subdivision

Access Coordinator-Washington, DC

4. Name of Person with whom to confer

David A. Langbart, RDT

5. Telephone (include area code)

301-837-3172

Leave Blank (NARA Use Only)

Job Number

N2-169-18-2

Date Received

3/27/2018

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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.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

Archivist of the United States

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 _____ 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

has been requested

Signature of Agency Representative

[Handwritten Signature]

Title

Executive for Research Services

Date (mm/dd/yyyy)

03/16/2018

7. Item Number

8. Description of Item and Proposed Disposition

9. GRS or Superseded Job Citation

10. Action taken (NARA Use Only)

Please see attached.

1. **Unidentified Index.**

"Correspondence Record" slips arranged in various ways by one office.

◆RG 169 Entry UD-16-1: (1 IND-A box)

Destroy immediately.



National Archives and Records Administration

8601 Adelphi Road
College Park, Maryland 20740-6001

Date: January 31, 2018

From: David A. Langbart, RDT

Subject: Internal disposal: RG 169-Records of the Foreign Economic
Administration

To: Erin Townsend, RDT

I recommend that following records of the Foreign Economic
Administration (RG 169) be scheduled for immediate destruction:

◆Entry UD-16-1: Unidentified Index (1 IND-A box)

These records do not warrant continued preservation in the
National Archives.

While identified as an index, that is a misnomer for these
records. They actually consist of "Correspondence Record" slips
arranged in various ways by one office. Those slips were used
to track and control correspondence as it moved through the
bureaucracy but they do not serve as an index in the
conventional sense as they do not lead users to the underlying
document to which the cards refer and do not possess any value
alone. Furthermore, these cards are similar, if not identical,
to other FEA records disposed of under the provisions of Job No.
N2-169-92-1, Item 3: Card Files. Given that these records serve
no useful purpose and contain no useful information, they should
be destroyed.

David A. Langbart

DAVID A. LANGBART
Textual Records Division