

REQUEST FOR RECORDS DISPOSITION AUTHORITY

(See Instructions on reverse)

TO: NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR)
WASHINGTON, DC 20408

1. FROM (Agency or establishment)
Federal Energy Regulatory Commission

2. MAJOR SUBDIVISION
Office of Pipeline Regulation

3. MINOR SUBDIVISION
Div. of Policy, Planning and Oversight

4. NAME OF PERSON WITH WHOM TO CONFER
Thomas Brownfield

5. TELEPHONE
202-208-0666

LEAVE BLANK (NARA use only)

JOB NUMBER
N1-138-97-1

DATE RECEIVED
6-5-97

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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.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
12-11-97

ARCHIVIST OF THE UNITED STATES
John W. Carl

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 6/4/97	SIGNATURE OF AGENCY REPRESENTATIVE <i>Katherina Quijada</i> Katherina Quijada	TITLE Records Management 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 GRS OR SUPERSEDED JOB CITATION	10.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.		

JAN 22 1998

MBR

*copy to: Agency
NWRE*

Federal Energy Regulatory Commission Automated System for Tariff Retrieval (FASTR):

A database containing tariffs and rates of jurisdictional natural gas pipeline companies for the transportation and sale of natural gas in interstate commerce.

1. Input/Source Record.

Electronic records received from pipeline companies and used as input/source records by the Commission.

Disposition:

Delete when data have been entered into the master file or database and verified, or when no longer required to support reconstruction of, or serve as back-up to, a master file or database, whichever is later.

2. Master Data Base.

Superseded, rejected or canceled electronic tariff sheets.

Disposition:

TEMPORARY; Annually purge superseded, canceled or rejected electronic tariff sheets which were superseded, cancelled or rejected six months prior to the date of purging. Delete 10 years after purging.

3. Paper copy.

Disposition:

File with case file. Follow appropriate case file disposition.

4. Downloaded and Copied Data.

Derived data and data files that are copied, extracted, merged, or calculated from other data generated within the agency, when the original data is retained. Used for ad hoc or one-time inspection, analysis or review, if the derived data is not needed to support the results of the inspections, analysis or review.

Disposition:

Delete when the agency determines that they are no longer needed for administrative, legal, audit, or other operational purposes.

5. Documentation.

Data systems specifications, file specifications, codebooks, record layouts, user guides, output specifications, and final reports (regardless of medium) relating to a master file or data base that has been authorized for destruction by the GRS or a NARA-approved disposition schedule.

Disposition:

Destroy or delete when superseded or obsolete, or upon authorized deletion of the related master file or data base, or upon the destruction of the output of the system if the output is needed to protect legal rights, whichever is latest.