REQUEST FOR RECORDS DISPOSITION AUTHORITY

(See Instructions on reverse)

10 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

4 NAME OF PERSON WITH WHOM TO CONFER
Kathy Quijada-Cusack

5 TELEPHONE
202-208-1748

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,

X is not required, [ ] is attached, or [ ] has been requested

DATE 10/18/99

SIGNATURE OF AGENCY REPRESENTATIVE
Katherine Quijada-Cusack

TITLE Records Management Officer

8 DESCRIPTION OF ITEM AND PROPOSED DISPOSITION

<table>
<thead>
<tr>
<th>ITEM NO</th>
<th>DESCRIPTION OF ITEM AND PROPOSED DISPOSITION</th>
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<tr>
<td></td>
<td>Please revise the Federal Energy Regulatory Commission's Records Schedule III, Docketed Formal Cases, PART II, Gas Producers and Utilities, Subpart A - Applications and Adjustments, Item 9, Investigations: Natural Gas (IN Dockets) as per the attached.</td>
</tr>
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9 GRS OR SUPERSEDED JOB CITATION
N1-138-88-2
N1-138-83-1/4

10 ACTION TAKEN (NARA USE ONLY)

9. **INVESTIGATIONS - Natural Gas (N1-138-88-2) (IN Dockets)**

Case files of investigations into alleged violations of the Natural Gas Act. File includes order instituting investigation, responses to orders, motions to dismiss or terminate investigation, applications for rehearing, petitions to quash subpoenas.

a. **Record Copy.**

   TEMPORARY.

   Destroy when 10 years old.

b. **Electronic Mail and Word Processing System Copies.**

   Electronic copies of records that are created on electronic mail and word processing systems and used solely to generate a recordkeeping copy of the record. Also includes electronic copies of records created on electronic mail and word processing systems that are maintained for updating, revisions, or dissemination.

   1. Copies that have no further administrative value after the recordkeeping copy is made. Includes copies maintained by individuals in personal files, personal electronic mail directories, and other personal directories on hard disk or network drives, and copies on shared network drives that are used only to produce the recordkeeping copy.

      TEMPORARY.

      Destroy/delete within 180 days after the recordkeeping copy has been produced.

   2. Copies used for dissemination, revisions, or updating that are maintained in addition to the recordkeeping copy.

      TEMPORARY.

      Destroy/delete when dissemination, revision, or updating is completed.