

16 Sep 81/14

# REQUEST FOR AUTHORITY TO DISPOSE OF RECORDS

(See Instructions on Reverse)

LEAVE BLANK	
DATE RECEIVED	JOB NO.
September 17, 1981	NC1-434-82-1
NOTIFICATION TO AGENCY	
In accordance with the provisions of 44 U.S.C. 3303a the disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "with-drawn" in column 10.	
<i>Philly</i> (Date)	<i>Robert M. W...</i> Archivist of the United States

TO: GENERAL SERVICES ADMINISTRATION  
NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408

1. FROM (AGENCY OR ESTABLISHMENT)

U.S. Department of Energy

2. MAJOR SUBDIVISION

Office of Hearings and Appeals

3. MINOR SUBDIVISION

4. NAME OF PERSON WITH WHOM TO CONFER

Marian B. Ruck

5. TEL. EXT.

353-2854

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

SEP 2 1981

*Howard Raiken*  
Howard Raiken  
(Signature of Agency Representative)

Director of Management Systems

Date

(Title)

Analysis

7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
1.	<p><u>Case Files of the Office of Hearings and Appeals</u></p> <p>Records of the Office and its predecessors. Files are petitions for relief from Department of Energy (DOE), Federal Energy Administration (FEA), or Federal Energy Office (FEO) regulations, appeals of agency orders and actions, including denials of requests for information under the Freedom of Information Act; remedial orders in cases where a person or firm is found to have violated agency regulations; and incidental petitions filed requesting a variety of relief. (Procedures for filing petitions are found at 10 C.F.R. Part 205.) Files consist of original petition from applicant, all correspondence to and from petitioner and interested parties, decision and order issued by the Office, transcripts of hearings, memos of telephone calls, analysts work-papers, computer tracking sheets. Files may contain proprietary confidential material under 18 U.S.C. 1905 submitted by petitioner or other interested party.</p> <p>Files maintained by National Office, <u>its Regional Centers and satellite offices.</u></p> <p><del>Files have precedential legal value and historical value insofar as they document the basis for granting or denying relief from agency regulations; reflect significant agency decisions and set precedents with regards to agency regulations.</del></p> <p>Recommended Retention. <del>Retain closed file in office until no longer needed or when three years old, whichever is sooner. Transfer to Federal Records Center. Destroy when 15 years old.</del></p>		<p>MASS DATA CHANGE SHEET NOT REQUIRED</p>

*Removed per Decree 1/13/84*

*Change made with agency concurrence 9/15/81 and 1/13/84. All FRC's sent 4-6-84 by DMW.*

MASS DATA CHANGE SHEET NOT REQUIRED