

**REQUEST FOR AUTHORITY
TO DISPOSE OF RECORDS**

(See Instructions on Reverse)

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

1. FROM (AGENCY OR ESTABLISHMENT)

Department of Energy

2. MAJOR SUBDIVISION

Office of General Counsel

3. MINOR SUBDIVISION

Office of Deputy General Counsel for Legal Services

4. NAME OF PERSON WITH WHOM TO CONFER

Robert K. Carpenter

5. TEL. EXT.

252-4357

6. CERTIFICATE OF AGENCY REPRESENTATIVE:

LEAVE BLANK	
DATE RECEIVED 12-1-82	JOB NO. NCL-434-83-2
NOTIFICATION TO AGENCY	
In accordance with the provisions of 44 U.S.C. 3303, the disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "with-drawn" in column 10.	
5-5-83 (Date)	<i>[Signature]</i> Archivist of the United States

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.

Nov 29, 1982 *[Signature]*
Date (Signature of Agency Representative)

Director of Management Systems Analysis
(Title)

7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
1	<p>CONGRESSIONAL HEARING COORDINATION CASE FILES containing correspondence and other documentation including approvals that reflect Departmental coordination of Congressional Hearings at which Departmental witnesses testified. Records document coordination activities and response actions such as advance approval of testimony by the Office of Management and Budget and DOE's Office of General Counsel, changes in planned testimony, approval of final edited hearing transcript, selection of witnesses to respond to the subject matter of the incoming request letter from the Congressional committee, approval of date for testimony, provision of written answers to questions asked of the Department to furnish either supplementary testimony or a direct response, and transmittals of written answers to the committees.</p> <p>Destroy 5 years after close of calendar year in which testimony was given.</p>		

mass data change sheet not required

initials

Transmitted by NCD83-144:88