

REQUEST FOR RECORDS DISPOSITION AUTHORITY <i>(See Instructions on reverse)</i>		LEAVE BLANK (NARA use only)	
TO: NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) WASHINGTON, DC 20408		JOB NUMBER N1-60-98-11	DATE RECEIVED
1. FROM (Agency or establishment) Department of Justice		NOTIFICATION TO AGENCY	
2. MAJOR SUBDIVISION Office of Solicitor General		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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.	
3. MINOR SUBDIVISION			
4. NAME OF PERSON WITH WHOM TO CONFER <i>Emily Spadoni</i> Emily Spadoni	5. TELEPHONE 202-514-2217	DATE 6-8-99	ARCHIVIST OF THE UNITED STATES <i>John W. Paul</i>

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 <i>9/24/98</i>	SIGNATURE OF AGENCY REPRESENTATIVE <i>Bernard W. Berglind</i> Bernard W. Berglind	TITLE Records Officer
------------------------	---	--------------------------

7. ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
	<p style="text-align: center;">SOLICITOR GENERAL DOCKET CARDS</p> <p>The docket cards were used to record the history of a case. This included any Supreme Court orders, motions, petitions, jurisdictional statements, briefs, and other documents received in a case. The information assisted the attorneys in OSG to track the history of a case before the Supreme Court. The docket cards in textual form were discontinued in 1992. The information from 1993 on is maintained in electronic form.</p>		

JUN 14 1999 MWR *copy to: Agency NWMS* *NWMS*

REQUEST FOR RECORDS DISPOSITION AUTHORITY — CONTINUATION

JOB NUMBER
N1-60-98-11

PAGE
2 OF 3

7. ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR - SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
1.	<p>Textual Docket Cards. The 6" x 8" card consisted of the Supreme Court docket number; case title; DOJ division or outside agency assigned to the case; docket date; petition served date; lower court data; briefs, motions, applications & correspondence received by the OSG; orders issued by the Supreme Court; opposing counsel; and OSG Deputy & attorney assigned the case.</p> <p>Disposition: Temporary.</p> <p>a. Transfer immediately, by year, docket cards from the 1984 to 1992 terms to the Washington National Records Center. Destroy after 25 years as per attached sheet.</p> <p>b. Destroy immediately all docket cards prior to the 1984 term. EXCEPTION - one box of cards, dated 1927, held in records management office as an example of earlier record keeping. These are to be destroyed when no longer needed for official use.</p>		
2.	<p>Electronic version of records created after 1992, by the electronic mail and word processing applications.</p> <p>Disposition: Temporary. Delete when file copy is no longer needed for reference or updating.</p> <p><i>Delete from tracking system 25 years after close of case.</i></p> <p>All changes to this proposed schedule have been approved by:</p> <p><i>Cary Conn</i> <i>4/22/99</i> <i>Barbara [Signature]</i> <i>4-22-99</i> NARA appraiser date Agency representative date</p>		

Reference Item 1a.

Year of Record

Destruction Date

1984
1985
1986
1987
1988
1989
1990
1991
1992

2010
2011
2012
2013
2014
2015
2016
2017
2018