

REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

29/Nov/82

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

1. FROM (AGENCY OR ESTABLISHMENT)
Department of the Interior

2. MAJOR SUBDIVISION
Office of the Secretary RG-48

3. MINOR SUBDIVISION
Office of Administrative Services

4. NAME OF PERSON WITH WHOM TO CONFER
Richard Willis

5. TEL. EXT.
202-343-5435

LEAVE BLANK	
JOB NO	<u>NCL-48-82-2</u>
DATE RECEIVED	<u>3-24-82</u>
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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10.	
<u>4-29-82</u> Date	<i>[Signature]</i> Archivist of the United States

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

- A Request for immediate disposal.
- B Request for disposal after a specified period of time or request for permanent retention.

C. DATE <u>3/22/82</u>	D. SIGNATURE OF AGENCY REPRESENTATIVE <i>Richard C. Willis</i>	E. TITLE Paperwork Management Officer
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7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
1	<p><u>Records of the Commission on Fiscal Accountability of the Nation's Energy Resources</u></p> <p><u>Final Report of the Commission.</u> "Fiscal Accountability of the Nation's Energy Resources" was published in January 1982. It includes discussion of problems addressed by the Commission, Commission charter, Commission recommendations, list of witnesses at public hearings, and digests of previous studies of royalty management. 2".</p> <p>PERMANENT. Transfer to WNRC upon approval of this SF 115. Offer to NARS 10 years from approval of this SF 115.</p>		
2	<p><u>Transcripts of business meetings and public hearings.</u> Verbatim transcripts of proceedings at the 5 public hearings (August 27, 1981 through December 10, 1981) and the Commission business meetings, that preceded them. Incorporated into the transcripts are copies of prepared testimony sent to the Commission before hearings. Witnesses included officials of GAO, US Geological Survey, oil companies, Department of the Interior, Indian tribes, the Bureau of Indian Affairs, the FBI, the Council of Energy Resource Tribes, the Internal Revenue Service, states, and corporations. Arranged by meeting date; 3 cu.ft. for record set.</p>		

11 items

Closed Out: 5-6-82: R.T.D.

*to agency 5/3/82 by RTB
to WNRC, NNF, NNB, 5/5/82

Mass Data Change
Sheet Not Required

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JOB NO

PAGE OF

7. ITEM NO	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO	10. ACTION TAKEN
	<p>a. Record set</p> <p>PERMANENT. Transfer to WARC upon approval of this schedule. Offer to NARS 10 years after approval of this schedule.</p> <p>b. All other copies</p> <p>Destroy in agency <i>when no longer needed.</i> upon approval of this schedule.</p>		RTB RW 4/27/82
3	<p><u>Docket File and Related Index.</u> Materials (reports, memos, audits, articles, testimony, and the like) received by the Commission and used as background to recommendations and final reports and other studies. Sources include the public, Federal agencies, businesses, and Indian tribes. Also included are follow-up information submitted by witnesses after their appearance at public hearings. This material is not duplicated in testimony transcripts or the pre-hearing files. Arranged numerically by docket number (a number assigned to each specific problem or issue examined by the Commission). 4 cu.ft.</p> <p>PERMANENT. Transfer to WARC upon approval of this schedule. Offer to NARS 10 years after approval of this schedule.</p>		
4	<p><u>"Chron" File and Related Log.</u> Outgoing correspondence of the Commission plus memos for the record on substantive business. This material is not duplicated in docket, the subject file, or the pre-hearing files. Arranged chronologically, July 1981 through February 1982. 4½".</p> <p>PERMANENT. Transfer to WARC upon approval of this schedule. Offer to NARS 10 years after approval of this schedule.</p>		
5	<p><u>Subject File.</u> Administrative correspondence file containing confirmations of witnesses' appearances at hearings; financial and expenditure records (copies); <u>Federal Register</u> submissions about public hearings; final report distribution lists; invitations to witnesses; negatives of the final report. All information is either of a housekeeping and transitory nature, or duplicated in the final report or other permanent records. Arranged by subject. 8".</p> <p>Destroy in agency <i>when no longer needed.</i> upon approval of this schedule.</p>		RTB RW 4/27/82
6	<p><u>Commission Press Releases.</u> Arranged chronologically, July 20, 1981 through January 2, 1982. ¼".</p>		

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7. ITEM NO	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO	10. ACTION TAKEN
	<p>a. Record Set</p> <p>PERMANENT. Transfer to WNRC upon approval of this schedule. Offer to NARS 10 years after approval of this schedule.</p> <p>b. All other Copies</p> <p>Destroy in agency <i>when no longer needed,</i> upon approval of this schedule.</p> <p>7 <u>Pre-Hearing Files.</u> Documentation prepared and gathered by the Commission staff prior to each hearing. Includes option papers, reports, agendas, testimony, staff reports. Not duplicated in other files. Arranged by meeting (public hearing). 1 cu.ft.</p> <p>PERMANENT. Transfer to WNRC upon approval of this schedule. Offer to NARS 10 years after approval of this schedule.</p> <p>8 <u>Prepared Testimony Sets.</u> Non-record--prepared testimony is part of the transcript file.</p> <p>Destroy in agency <i>when no longer needed,</i> upon approval of this schedule.</p> <p>9 <u>Transmittals to Commissioners regarding the final report.</u> This one folder contains drafts of the final report.</p> <p>Destroy in agency upon approval of this schedule. <i>Transfer to WNRC upon approval of this schedule. Destroy 10 years after approval of this schedule.</i></p>		<p><i>RTB RW 4/27/82</i></p> <p><i>RTB RW 4/27/82</i></p> <p><i>RTB RW 4/27/82</i></p>