

**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)
National Mediation Board

2. MAJOR SUBDIVISION
National Mediation Board

3. MINOR SUBDIVISION

4. NAME OF PERSON WITH WHOM TO CONFER
Michael H. Cimini

5. TEL. EXT.
523-5995

6. CERTIFICATE OF AGENCY REPRESENTATIVE:

LEAVE BLANK	
DATE RECEIVED 23 JUN 1977	JOB NO. NC 1-13 - 77 - 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>6-28-77</i> (Date)	<i>James B. Rhoads</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 3 page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified.

6/23/77
Date

Michael H. Cimini
(Signature of Agency Representative)

Record Officer
(Title)

7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
1.	The National Mediation Board seeks to have the following specific documents within the files constituting the series Representation Cases classified as temporary records and to obtain authority to dispose of them.		
1a.	As one of its major functions the National Mediation Board conducts representation elections. In selecting representatives to deal with the management, disputes often arise among the employees themselves as to what organizations they desire to represent them; and, because in some instances employers had participated in such disputes favoring one organization or another, bitter conflicts had been precipitated. Section 2, Ninth, of the amended Railway Labor Act provides an effective method of settling such disputes peacefully. If such a dispute arises among employees, it is the duty of the National Mediation Board, on request of either party, to investigate and to certify in writing to the parties and to the carrier the names of the individuals or organizations that have been designated and authorized to represent the employees. In such an investigation the Board may take a secret ballot or "utilize any other appropriate method * * * as shall insure the choice of representatives by the employees without interference, influence, or coercion exercised by the carrier." The Board is given authority to designate who may participate in an election, or it may appoint a committee of three neutral persons to hold hearings and make such determination.		

2 items

Sent to agency, NNF, NING. 6/30/77

Request for Records Disposition Authority – Continuation

JOB NO.

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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
1a. (Continued)	<p>As such, the Board collects certain documents which are non-record materials, similar to preliminary work sheets, which are used as intermediate evidence of certain events, and which are not of historical importance and are, thus, valueless records. Once the election is over, these documents become superfluous and create a storage problem. Moreover, these documents involve a matter of privacy since they would reveal whether or not an employee signed an authorization card and whether or not he/she voted.</p> <p>The documents referred to are authorization cards, ballots, and attests. Authorization cards are an affirmative statement that the signatory wishes to be represented by a particular individual or organization, and thus, constitute evidence to this Board that a representation dispute either does or does not exist.</p> <p>Ballots are a printed form used in secret representation election under the Railway Labor Act and constitute the employees' method of voicing his preference for a particular union or individual as their bargaining representative.</p> <p>Attests are the perforated portion of the ballot envelope (which we also seek permission to dispose of) which require each employee voting to provide his signature and to attest that he/she believes that he/she is an eligible voter in this election and that he/she personally voted the enclosed ballot.</p> <p>The attests and authorization cards are not compellable under the Freedom of Information Act.</p> <p>Dispose Destroy after Board closes its files in the cases in which these documents may be found.</p>		
1b.	<p>Lastly, the Board seeks permission to dispose of one of the two eligibility lists temporarily furnished to the Board by the carrier during the pendency of a representation investigation, the one temporarily furnished to the Board which contains the addresses of the employees involved in the representation dispute. In any election subsequent to June 7, 1977, the mediator requests the carrier to furnish two eligibility lists, which are lists of the potential voters involved in any representation dispute. The first list contains the names and complete mailing addresses of all affected employees.</p>		

Request for Records Disposition Authority – Continuation

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1b. (Continued)	<p>The second list is arranged consistent with the mediators needs and contains the names, social security numbers or employees numbers, and job titles or classification numbers of all eligible voters. This eligibility list is made available for distribution to the parties involved in the dispute.</p> <p>For elections held prior to June 7, 1977, the Board seeks to dispose of that portion of the eligibility list containing the employees' addresses. The address portion is of no historical importance, becomes superfluous after an election is held, and causes a storage problem. Furthermore, the release of addresses impinges upon the personal privacy of the eligible voters.</p> <p>Eligibility lists are compellable under the Freedom of Information Act.</p> <p><i>Dispose</i> Disposal of by returning to carrier after completion of the election procedure.</p>		