

**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)

Interstate Commerce Commission

2. MAJOR SUBDIVISION

Bureau of Accounts

3. MINOR SUBDIVISION

Section of Accounting and Reporting

4. NAME OF PERSON WITH WHOM TO CONFER

Carroll Stearns

5. TEL. EXT.

633-0204

6. CERTIFICATE OF AGENCY REPRESENTATIVE:

LEAVE BLANK	
DATE RECEIVED	JOB NO.
November 7, 1980	NC1-134-81-1
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.	
6-9-83 (Date)	<i>Robert J. Wan</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 \_\_\_\_\_ page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified.

10/30/80      *Lydia L. Dzyzenovitch*      Secretary  
Date      (Signature of Agency Representative)      (Title)

7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
	<p align="center"><u>BUREAU OF ACCOUNTS</u></p> <p>The Bureau of Accounts prescribes accounting and reporting rules, develops audit policy planning and evaluation, supports the Commission's decision-making process through cost and financial analysis, carries out valuation, data collection and publication functions, and performs studies needed to obtain financial and statistical data used by cost and financial analysts and others in determining cost of transportation and service and revenue needed.</p> <p align="center"><u>SECTION OF ACCOUNTING AND REPORTING</u></p> <p>The Section of Accounting and Reporting ensures that carriers' accounting and reporting systems provide reliable financial and cost data for use by the Commission in meeting its regulatory responsibilities.</p> <p><u>CARRIER ANNUAL REPORTS</u> - Annual reports filed by carriers under jurisdiction of the Interstate Commerce Act on forms prescribed by the Commission according to mode of carrier, i.e., railroad, motor, water, and other. Reports contain financial and operating data on carriers such as revenue, expenses, income, dividends, interest, tax accruals, investment, capitalization, road track, equipment, licenses, employees, and freight and passengers carried. Forms prescribing data to be reported vary according to carrier classification, which is based on annual operating revenue. <del>Reports submitted are listed as follows.</del></p>		

115-106

*Mass Data Change Sheet Attached*  
*HPW, NALFA & UNIFC sent out 1-20-83 by DMU.*

**STANDARD FORM 115**  
Revised January 1973  
Prescribed by General Services Administration  
FPMR (41 CFR) 101-11.4

*6 items*

**Request for Records Disposition Authority – Continuation**

JOB NO  
NC1-134-81-1

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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>1</p> <p><i>CA</i> <i>5-18-83</i> <i>ZEM</i> <i>5-18-83</i></p>	<p>These reports fall into two major categories: (1) reports submitted by railroads and railroad holding companies, and (2) reports submitted by firms which do not control railroads or pipelines.</p> <p>Reports submitted by railroads and railroad holding companies. These consists of the following type of reports: (1) Railroads (Classes I, II, and III, Forms R-1, R-2, and R-3), (2) Holding Companies for Railroads (Form R-1), (3) Lessors (Form R-4), and (4) Electric Railways (Form R-5).</p> <p>A. Paper Records. A disposition for these records is not authorized at the present time.</p> <p>B. Microfilm of paper records made in accordance with CFR 101-11.504. Disposition of these records is not authorized at the present time.</p>		
<p>2</p> <p><i>CA</i> <i>5-18-83</i> <i>ZEM</i> <i>5-18-83</i></p>	<p>Reports submitted by firms which do not control railroads or pipelines. These consists of the following types of reports: (1) Motor Carriers (Classes I and II, Forms M-1, M-2, and M-H), (2) Holding Companies for Motor Carriers (Class I, Forms M-1, M-4 and M-H), (3) Motor Carriers of Passengers (Class I, Forms MP-1 and MP-2), (4) Freight Forwarders (Forms F-1 and F-2), (5) Water Carriers (Form W-1 and W-3), (6) Maritime Carriers (Form W-4), (7) Private Car Line Companies (Forms B-1 and C-1), (8) Rate Bureaus and Organizations (Form RBO).</p> <p>A. Paper Records. Destroy on verification of microfilm or when 8 years old, whichever is sooner.</p> <p>B. Microfilm. Destroy when 8 years old.</p> <p>Note: ICC accessions containing annual reports in the MNRC should contain reports covered by items 1 and 2 and some pipeline annual reports for the period prior to 1930. Responsibility for pipeline regulation was transferred from the ICC to the Department of Energy in 1977. Pipeline annual reports are described in item 1a of Part III, Oil Reports, of proposed schedule NC1-138-83-1 of the Federal Energy Regulatory Commission.</p>		