

## Request for Records Disposition Authority

Records Schedule Number      **DAA-0173-2016-0006**  
Schedule Status                 **Approved**

Agency or Establishment        **Federal Communications Commission**  
Record Group / Scheduling Group **Records of the Federal Communications Commission**  
Records Schedule applies to    **Major Subdivision**  
Major Subdivision                **Wireline Competition Bureau**  
Minor Subdivision                **Industry Analysis and Technology Division**  
Schedule Subject                 **Traffic Studies for Form 499-Q**  
Internal agency concurrences will be provided    **No**

### Background Information

### Item Count

Number of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items
1	0	1	0

### GAO Approval

Outline of Records Schedule Items for DAA-0173-2016-0006

Sequence Number

1

Traffic Studies for Form 499-Q

Disposition Authority Number: DAA-0173-2016-0006-0001

## Records Schedule Items

Sequence Number	
1	<p data-bbox="384 406 806 449"><b>Traffic Studies for Form 499-Q</b></p> <p data-bbox="384 459 1169 502">Disposition Authority Number      <b>DAA-0173-2016-0006-0001</b></p> <p data-bbox="384 512 1516 736">The traffic study is comprised of: 1) a cover letter identifying the wireless, interconnected VoIP or other providers and 2) study of interstate, intrastate and local calls calculating the number of messages and minutes being handled by said provider. These numbers are used to calculate the interstate factor percentage used for the USF Contribution calculations which become part of Form 499-Q (quarterly) -Telecommunications Reporting Worksheet.</p> <p data-bbox="384 746 943 789">Final Disposition                      <b>Temporary</b></p> <p data-bbox="384 800 877 842">Item Status                              <b>Active</b></p> <p data-bbox="384 853 844 895">Is this item media neutral?         <b>Yes</b></p> <p data-bbox="384 906 844 1034">Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing?       <b>Yes</b></p> <p data-bbox="384 1044 844 1140">Do any of the records covered by this item exist as structured electronic data?                      <b>Yes</b></p> <p data-bbox="384 1172 690 1215"><b>Disposition Instruction</b></p> <p data-bbox="384 1225 1323 1268">Cutoff Instruction                      <b>Cut off at the end of the calendar year.</b></p> <p data-bbox="384 1278 1202 1321">Retention Period                        <b>Destroy 5 year(s) after cut off.</b></p> <p data-bbox="384 1353 690 1395"><b>Additional Information</b></p> <p data-bbox="384 1406 976 1449">GAO Approval                            <b>Not Required</b></p>

### 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 in this schedule are not now needed for the business of the agency or will not be needed after the retention periods specified.

### Signatory Information

Date	Action	By	Title	Organization
06/09/2016	Certify	Vanessa Lamb	Supervisory Program Analyst	Office of Managing Director - Performance Evaluation and Records Management
08/10/2016	Return for Revision	Ann Gillette	Appraisal Archivist	National Archives and Records Administration - ACNR Records Management Services
08/10/2016	Submit For Certification	Vanessa Lamb	Supervisory Program Analyst	Office of Managing Director - Performance Evaluation and Records Management
08/10/2016	Certify	Vanessa Lamb	Supervisory Program Analyst	Office of Managing Director - Performance Evaluation and Records Management
08/11/2016	Submit for Concurrence	Margaret Hawkins	Director of Records Management Services	National Records Management Program - ACNR Records Management Services
08/11/2016	Concur	Margaret Hawkins	Director of Records Management Services	National Records Management Program - ACNR Records Management Services
08/11/2016	Concur	Laurence Brewer	Director, National Records Management Program	National Archives and Records Administration - National Records Management Program
08/12/2016	Approve	David Ferriero	Archivist of the United States	Office of the Archivist - Office of the Archivist