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| REQUEST FOR RECORDS DISPOSITION AUTHORITY | | LEAVE BLANK (NARA use only) | |
| | | JOB NUMBER <i>N1-173-11-1</i> | |
| To NATIONAL ARCHIVES & RECORDS ADMINISTRATION 8601 ADELPHI ROAD, COLLEGE PARK, MD 20740-6001 | | Date Received <i>3/14/2011</i> | |
| 1 FROM (Agency or establishment) Federal Communications Commission | | NOTIFICATION TO AGENCY | |
| 2 MAJOR SUB DIVISION Wireline Competition Bureau | | In accordance with the provisions of 44 U.S.C. 3303a, the disposition request, including amendments is approved | |
| 3 MINOR SUB DIVISION Industry Analysis and Technology Division | | except for items that may be marked "disposition not approved" or "withdrawn" in column 10 | |
| 4 NAME OF PERSON WITH WHOM TO CONFER Shoko B Hair | 5 TELEPHONE (202) 418-1379 | DATE <i>11 Dec 12</i> | ARCHIVIST OF THE UNITED STATES <i>[Signature]</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 <u>3</u> page(s) are not needed now 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. | | | |
| <input checked="" type="checkbox"/> is not required <input type="checkbox"/> is attached, or <input type="checkbox"/> has been requested | | | |
| DATE March 8, 2011 | SIGNATURE OF AGENCY REPRESENTATIVE <i>[Signature]</i> | | 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| 7 ITEM NO | 8 DESCRIPTION OF ITEM AND PROPOSED DISPOSITION | 9 GRS OR SUPERSEDED JOB CITATION | 10 ACTION TAKEN (NARA USE ONLY) |
| | See Attachment | | |

WIRELINE COMPETITION BUREAU (WCB)

This schedule applies to records in all media and formats

Local Telephone Competition and Broadband Reporting (FCC Form 477) or equivalent.

Local Telephone Competition and Broadband Reporting (FCC Form 477) is a series of information collections. The collections provide standardized information to support the FCC's statutory responsibilities to evaluate and encourage deployment of advanced telecommunications capability to all Americans, to take appropriate actions to open all telecommunications markets to competition, and to encourage innovation and investment.

A. Data Inputs/Source Records:

A.1. December 31, 1997 – June 30, 1999. A limited number of respondents submitted specified information on a voluntary basis on five (5) occasions to assist the Commission to develop a Notice of Proposed Rulemaking to pursue broader issues regarding competition in local telecommunications services. The information was submitted in Microsoft Excel ("Excel") worksheets on diskettes, and a duplicate paper copy of the worksheet was provided

Disposition: Destroy source records five (5) years after submission

A.2. December 31, 1999 – December 31, 2004. Required information was reported in Excel worksheets via email or on diskettes. The information was read into a Microsoft Access ("Access") database. Required certification statements were delivered via email or postal mail and were filed as paper copies

Disposition: Destroy/delete source records and destroy certification statements five (5) years after data are entered into the system (Access database)

A.3. June 30, 2005 – June 30, 2008. Required information was reported in Excel worksheets delivered via email and was read into a SAS dataset. Required certification statements were delivered via email or as paper copies and were filed as paper copies.

Disposition: Destroy/delete source records and destroy certification statements five (5) years after data are entered into the system (SAS dataset).

A.4. December 31, 2008 – present. Respondents use a secure web interface to enter specified information into a Sybase relational database. The required certification is incorporated in the web interface. Respondents are authenticated using FCC Registration Number (FRN) through the Commission Registration System (CORES).

Disposition: Destroy/delete information in the Sybase relational database five (5) years after the due date of the data collection.

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Informational Content of the Master File: Master files contain specified items of information about (1) Internet access service connections, (2) telephone service including circuit-switched connections and interconnected voice-over-Internet-protocol service subscribership, and (3) cell phone service subscribership. The collected information has become more comprehensive and increasingly detailed over time.

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A.1 December 31, 1997 – June 30, 1999. The master file consists of the source records. Excel worksheets are uniquely identified by collection date, state, company name, and regulatory status. Diskettes containing the worksheets are identified by collection date and company.

Disposition: *Cut off files at the end of the calendar year.* Destroy five (5) years after submission of the source record *cut off or when no longer needed for reference and research purposes, whichever is later.*

A.2 December 31, 1999 – December 31, 2004. Access database records are uniquely identified by semi-annual collection date, state, company name, and regulatory status. Variable names correspond to locations in the information collection instrument (Excel worksheet).

Disposition: Cut off files at the end of the calendar year. Destroy twenty-five (25) years after cutoff or when no longer needed for reference and research purposes, whichever is later.

A.3 June 30, 2005 – June 30, 2008. SAS dataset records are uniquely identified by semi-annual collection date, state, company name, and regulatory status. Variable names correspond to locations in the information collection instrument (Excel worksheet).

Disposition. Cut off files at the end of the calendar year. Destroy twenty-five (25) years after cutoff or when no longer needed for reference and research purposes, whichever is later.

A.4 December 31, 2008 – present. Tables in the Sybase relational database are read into SAS and maintained in SAS datasets. SAS dataset records are uniquely identified by semi-annual data collection date, state, FCC Registration Number (FRN), and regulatory status

Disposition. Cut off files at the end of the calendar year. Destroy twenty-five (25) years after cutoff or when no longer needed for reference and research purposes, whichever is later

C. Data Outputs: Tables and charts containing summary statistics are incorporated into Commission publications to inform policy makers, the public, and industry. Summary statistics that illuminate the extent of broadband Internet access services deployment in the United States are included in the Commission's annual *Broadband Deployment Report* to Congress. The Commission's Wireline Competition Bureau prepares two publications that are based exclusively on the data. *Internet Access Services*, which is published twice each year, tracks consumer adoption of broadband Internet access services throughout the United States. *Local Telephone Competition*, which is published twice each year, monitors U.S. retail and wholesale markets for traditional and Internet-based telephone services. Selected summary statistics from the two semi-annual publications are included in the Wireline Competition Bureau's annual overview publication, *Trends in Telephone Service*. Electronic files of more detailed information are shared with the Comptroller General of the United States on request, as provided by statute, with other Federal Agencies upon appropriate notice to respondents to the data collection, with State Public Utilities Commissions under appropriate nondisclosure agreements, and with other State Agencies as specified on occasion by Congress.

Disposition: Destroy data outputs five (5) years after released or when no longer needed for research or reference

D. System Documentation:

D.1. December 31, 1997 – June 30, 1999. Data collection instrument (Excel worksheet).

Disposition. Destroy five (5) years after submission of the source record.

*Agency requested changes
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~~D.2. December 31, 1999 – December 31, 2004. Data collection instrument (Excel worksheet) and Instructions (PDF file)~~

~~Disposition: Destroy when information is no longer needed for reference and research purposes.~~

~~D.3. June 30, 2005 – June 30, 2008. Data collection instrument (Excel worksheet) and Instructions (PDF file).~~

~~Disposition: Destroy when information is no longer needed for reference and research purposes~~

~~D.4. December 31, 2008 – present. Screenshots of secure online web interface (PDF file) and Instructions (PDF file) approved as OMB No. 3060-0816. Data dictionary for the Master files (SAS datasets).~~

~~Disposition: Destroy when information is no longer needed for reference and research purposes~~

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