

REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

LEAVE BLANK

JOB NO.

NI-173-90-2

DATE RECEIVED

3/22/90

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

1. FROM (Agency or establishment)

Federal Communications Commission

2. MAJOR SUBDIVISION

3. MINOR SUBDIVISION

4. NAME OF PERSON WITH WHOM TO CONFER

5. TELEPHONE EXT.

DATE

6/2/90

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 _____ page(s) are not now needed 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, if required under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies, is attached.

A. GAO concurrence: is attached; or is unnecessary.

B. DATE

3/16/90

C. SIGNATURE OF AGENCY REPRESENTATIVE



D. TITLE

Chief, Information Resources Branch

7. ITEM NO.

8. DESCRIPTION OF ITEM
(With Inclusive Dates or Retention Periods)

9. GRS OR SUPERSEDED JOB CITATION

10. ACTION TAKEN (NARS USE ONLY)

1. Field Audits, 1936-1943. Consists of audits done of numerous telephone companies around the country. Arranged by company and chronologically thereunder. Concerned with the minutiae of financial transactions on a month-by-month basis, these records consist mainly of ledger paper with penciled financial figures. WNRC Accession 173-56A-285, Boxes 21-28.

Disposition: TEMPORARY. Destroy immediately.

2. Western Electric Price Lists, 1918-1955. Consists of bound price lists of telephone equipment and related supplies produced by Western Electric. These price lists contain no equipment pictures or descriptions; only equipment names or code numbers are supplied with price listings. WNRC Accession 173-56A-285, Boxes 29-42.

Disposition: TEMPORARY. Destroy immediately.

3. Western Electric Handbooks, 1939-1951.
Procedures manuals for numerous technical and administrative procedures employed by Western Electric. These manuals are unarranged and include samples of related forms. These are primarily housekeeping records. WNRC Accession 173-56A-285, Boxes 43-45.

Disposition: TEMPORARY. Destroy immediately.

4. Plant Routines, 1912-1946. Memoranda describing office and plant procedures of AT&T technical and administrative activity. Arranged in numeric order. Among the topics covered are: payroll procedures; material transfer reports; plant accounting; real estate rental; accounts payable; equipment maintenance. These are essentially housekeeping records. WNRC Accession 173-56A-285, Boxes 46-67.

Disposition: TEMPORARY. Destroy immediately.

5. Statistical Compilations, 1938-1950. Consists of annual reports compiled by the FCC that summarize the assets and activities of telephone and telegraph companies in the United States from 1920 to 1950. Arranged chronologically. WNRC Accession 173-56A-285, Boxes 8-9, 18-20.

Disposition: PERMANENT. Transfer to the National Archives immediately.