

**REQUEST FOR RECORDS DISPOSITION AUTHORITY**  
(See Instructions on reverse)

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

1. FROM (AGENCY OR ESTABLISHMENT)  
Federal Communications Commission

2. MAJOR SUBDIVISION  
Office of Managing Director

3. MINOR SUBDIVISION  
Secretary Docket Branch

4. NAME OF PERSON WITH WHOM TO CONFER  
Henry R. Schauer

5. TEL EXT  
634-1535

LEAVE BLANK	
JOB NO	<u>NC1-173-83-6</u>
DATE RECEIVED	<u>6-22-83</u>
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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10	
<u>7-17-84</u> Date	<u>[Signature]</u> 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 2 page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified.

- A** Request for immediate disposal.
- B** Request for disposal after a specified period of time or request for permanent retention.

C. DATE <u>6/13/83</u>	D. SIGNATURE OF AGENCY REPRESENTATIVE <u>[Signature]</u>	E. TITLE <u>Acting Chief, Records Management Branch</u>
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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>OFFICE OF MANAGING DIRECTOR SECRETARY</p> <p>DOCKETS BRANCH</p> <p>a. Maintain the official record (public docket) of all matters in hearing status within the Commission and all FCC rule making proceedings. Prepare public notices of petitions for rule making.</p> <p>b. Review and process all documents filed in connection with formal docketed proceedings, both public and confidential records. Maintain public records of non-docketed petitions for rule making. Process all hearing documents issued by Administrative Law Judges.</p> <p>c. Provide formal and official service of documents on parties to common carrier proceedings.</p> <p>d. Maintain public reference and research room for docketed proceedings and non-docketed rule-making.</p> <p>e. Maintain history records of docketed proceedings. Issue hearing calendars including oral arguments</p>		<u>2 items</u>

MASS DATA CHANGE SHEET NOT REQUIRED  
NNF sent 7-25-84 by DMW.

7. ITEM NO	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN .
	<p>e. (Continued)</p> <p>before Commission en banc and the Review Board and all hearings before Administrative Law Judges.</p> <p>g. Arrange for court reporter services and maintain records of transcripts and expenditures.</p> <p>h. Prepare documents for certification by the Secretary.</p>		
1.	<p>Hearing calendars, that were maintained daily, listing items in various procedural steps as they proceeded toward hearing. These calendars are no longer required.</p> <p>Dates covered - 1950 to 1981</p> <p><u>Destroy</u> immediately.</p>		
2.	<p>Motions calendars. These records noted various motions, by date, until time of formal hearing. These calendars not required after 1960.</p> <p>Dates covered - 1939 - 1960</p> <p><u>Destroy</u> immediately.</p>		