

REQUEST FOR RECORDS DISPOSAL AUTHORITY
(See Instructions on reverse)

LEAVE BLANK	
JOB NO NC1-173-83-9	
DATE RECEIVED 8-17-83	
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the disposal request including amendments is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10	
WITHDRAWN	
Date	Archivist of the United States

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

1. FROM (AGENCY OR ESTABLISHMENT)
Federal Communications Commission

2. MAJOR SUBDIVISION

Mass Media

3. MINOR SUBDIVISION
Audio Services Division

4. NAME OF PERSON WITH WHOM TO CONFER

David H. Thomas

5. TEL EXT


634-1546

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 8/5/83	D. SIGNATURE OF AGENCY REPRESENTATIVE 	E. TITLE Acting Chief, Records Management Branch
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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
1.	<p>Revison to National Archives Job No. NC-1-173-79-3 Dated 9-21-81 for Broadcast Bureau.</p> <p><u>Broadcast Station License Files (AM, FM, TV)</u>--These are the official record files documenting all activities of the station. They contain the correspondence, applications and supporting data for constructing licenses, renewals, assignments and transfers. Also contained in the files are the authorizations relating to the various requests.</p> <p>Transfer inactive segments of active files to Federal Records Center every three years. Offer to National Archives when 50 years old.</p> <p>Inactive segments of active station files are to be transferred to the Records Center every six years. In the past, segments from five to ten years old were considered inactive (7-1-71 to 6-30-76 segments were transferred in 1981). This does not apply to auxiliary, translator or ITFS station files. Following the above procedures, segments dated 7-1-76 to 6-30-81 would be transferred in 1987 (the six year period related to two three year renewal periods).</p>	Archives Job No. NC-1-173-3, Item 6b Dated 9-21-81	WITHDRAWN

Request for Records Disposition Authority – Continuation

JOB NO.

PAGE OF

2 2 Pages

7. ITEM NO	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO	10. ACTION TAKEN
2.	<p>In view of the growing number of license files, space limitations, and limited interest in segments older than two years, the following revision of the schedule is requested.</p> <p>Requested revision:</p> <p>Beginning July 1, 1983, a new volume would be created for items being filed in station files, old volumes would be closed out as of June 30, 1983.</p> <p>It is estimated that approximate 1100 cubic feet will be transferred to the Federal Records Center by November 1985.</p> <p><u>DISMISSED BROADCAST APPLICATIONS</u> These files contain the official correspondence, applications and supporting data of applications for new stations which have been dismissed.</p> <p>a. TV Translator Applications: <u>Destroy</u> after six months.</p> <p>b. All Other Applications: <u>Destroy</u> after two years.</p> <p>Regarding disposition of Dismissed/Denied applications for a new translator station, item 64 of the aforementioned reference states they will be transferred to the Records Center three months after dismissal and destroy two years later. It has been the practice to keep them here two years and then destroy them.</p> <p>With the advent of the LPTV deluge, and the expected dismissal rate, it is requested that Dismissal/Denied translator applications be retained here for six months and then destroyed (unless appellate action is continuing).</p>	NC-1-173-3, Item 63, Dated 9-21-81	WITHDRAWN