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 Commissioner Abbott Washburn

3. MINOR SUBDIVISION

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

5. TEL EXT
634-1535

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.

☐ A Request for immediate disposal.

☐ B Request for disposal after a specified period of time or request for permanent retention.

7. ITEM NO

8. DESCRIPTION OF ITEM
(With Inclusive Dates or Retention Periods)
Office of Commissioner Abbott Washburn
Types of files - Subject files - that include correspondence, inter-office memoranda reports, administrative matters and related papers. These records were accumulated in the conduct of public business by the Commissioner during his tenure with the Commission. They do not include any personal file.

Filing arrangement - alphabetically by subject matter.

Inclusive dates - July 1, 1974 to July 1, 1982

Volume - 16 cubic feet

Recommended disposition - Transfer to Federal Records immediately. Destroy July 1, 1992 immediately.

9. SAMPLE OR JOB NO

10. ACTION TAKEN

STANDARD FORM 115
Revised April, 1975
Prescribed by General Services Administration
FPMR (41 CFR) 101-114

MASS DATA CHANGE SHEET NOT REQUIRED