



<b>REQUEST FOR RECORDS DISPOSITION AUTHORITY</b> (See Instructions on reverse)		<b>LEAVE BLANK (NARA use only)</b>	
TO NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) WASHINGTON, DC 20408		JOB NUMBER <b>NI-358-09-3</b>	DATE RECEIVED <b>7/30/09</b>
1 FROM (Agency or establishment) Federal Maritime Commission		NOTIFICATION TO AGENCY	
2 MAJOR SUBDIVISION Office of the Inspector General			
3 MINOR SUBDIVISION			
4 NAME OF PERSON WITH WHOM TO CONFER Jane Gregory, Management Analyst	5 TELEPHONE 202-523-5800	DATE <b>7/30/09</b>	ARCHIVIST OF THE UNITED STATES 

6 AGENCY CERTIFICATION  
I hereby certify that I am authorized to act for this agency in the matters pertaining to the disposition of its records and that the records proposed for disposal attached 1 page(s) are not 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, under the provisions of Title 8 of the GAO Manuel for Guidance of Federal Agencies,

is not required,  is attached, or  has been requested

DATE 7/27/2009	SIGNATURE OF AGENCY REPRESENTATIVE 	TITLE Chief Information Officer
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7. ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
	See Attachment		

## ATTACHMENT A

**FEDERAL MARITIME COMMISSION (FMC)**

Item No.	Description of Item and Proposed Disposition	GRS or Superseded Job Citation	Action Taken (NARA Use Only)
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**OFFICE OF INSPECTOR GENERAL (OIG)**

1	<p><b><u>Semiannual Reports to Congress.</u></b> Record copy of reports and transmittal letters to Congress. The reports summarize activities for the OIG for the six-month periods ending March 31 and September 30 of each year. The reporting requirement began in 1989. The reports are in paper format from 1989 through 2005. Thereafter, the reports are in electronic format. The reports are also posted to the FMC-OIG webpage.</p>	New Item	
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**DISPOSITION: Permanent.** Cut off at the end of the calendar year in which reports are sent to Congress. Transfer to NARA in 5-year blocks immediately after the last cutoff.