REQUEST FOR RECORDS DISPOSITION AUTHORITY

To: NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR)
   WASHINGTON, DC 20408

1. FROM (Agency or establishment)
   Consumer Product Safety Commission

2. MAJOR SUBDIVISION
   Office of General Counsel

3. MINOR SUBDIVISION
   Division of Enforcement and Information

4. NAME OF PERSON WITH WHOM TO CONFER
   Ann Montalbano

5. TELEPHONE
   301-504-0424

6. AGENCY CERTIFICATION
   I hereby certify that I am authorized to act for this agency in matters pertaining to the disposition of its records and that the records proposed for disposal on the attached 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, under the provisions of Title 8 of the GAO manual for Guidance of Federal Agencies,

   ☒ is not required; ☐ is attached; ☐ has been requested.

7. Item No.

8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION

   Federal Court Litigation Files

   These files contain information on cases filed by or against the Commission in Federal Court. These are the official Commission files for these cases and include reports, correspondence, notes, recommendations, and all related documents.

   Office of Record: TEMPORARY
   Cut off closed files annually. Retire to Federal Records Center 7 years after cut off. Destroy when 30 years old.

   Other Offices: TEMPORARY
   Destroy when no longer needed, or when 3 years old. (whichever is sooner).

SIGNED: [Signature]

DATE: 4/15/97

PREVIOUS EDITION NOT USABLE

STANDARD FORM SF 115 (REV. 3-91)

Prescribed by NARA 36 CFR 1228