

WITHDRAWN - RETURNED WITHOUT ACTION

NATIONAL ARCHIVES AND RECORDS ADMINISTRATION
Request for Records Disposition Authority

Records Schedule: DAA-0458-2017-0001

Request for Records Disposition Authority

Records Schedule Number DAA-0458-2017-0001
Schedule Status Returned Without Action
Agency or Establishment Postal Rate Commission
Record Group / Scheduling Group Records of the Postal Rate Commission
Records Schedule applies to Major Subdivision
Major Subdivision Postal Regulatory Commission
Minor Subdivision OSA
Schedule Subject Postal Regulatory Commission-Specific Records
Internal agency concurrences will be provided No

Background Information Postal Regulatory Commission-Specific Records Includes records of the predecessor Postal Rate Commission (prior to 2006). Commission specific records located in this schedule include unique materials created by Commission employees in the course of Commission business. This part outlines the types of unique records created in each docket or case that may come before the Commission. It also enumerates the unique records created in each office of the Commission.

Item Count

Number of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items
0	0	0	37

GAO Approval

WITHDRAWN - RETURNED WITHOUT ACTION

NATIONAL ARCHIVES AND RECORDS ADMINISTRATION
Request for Records Disposition Authority

Records Schedule: DAA-0458-2017-0001

Outline of Records Schedule Items for DAA-0458-2017-0001

Sequence Number	
1	Dockets and Related Records
1.1	Rate Case Dockets, Transcripts and Formal Documents Disposition Authority Number: DAA-0458-2017-0001-0001
1.2	Annual Compliance Determination Dockets, Formal Documents Disposition Authority Number: DAA-0458-2017-0001-0003
1.3	Rulemaking Dockets, Formal Documents Disposition Authority Number: DAA-0458-2017-0001-0005
1.4	Complaint Dockets, Formal Documents Disposition Authority Number: DAA-0458-2017-0001-0007
1.5	Nature of Service Dockets: Advisory Opinions, Formal Documents Disposition Authority Number: DAA-0458-2017-0001-0009
1.6	Post Office Closing Docket, Formal Documents Disposition Authority Number: DAA-0458-2017-0001-0011
1.7	Public Inquiry Dockets, Formal Documents Disposition Authority Number: DAA-0458-2017-0001-0013
1.8	Special Study Dockets, Formal Documents Disposition Authority Number: DAA-0458-2017-0001-0015
1.9	Market Test Dockets, Formal Documents Disposition Authority Number: DAA-0458-2017-0001-0017
1.10	Competitive Product Dockets, Formal Documents Disposition Authority Number: DAA-0458-2017-0001-0019
1.11	Mail Classification Dockets
1.11.1	2007 and earlier Dockets Disposition Authority Number: DAA-0458-2017-0001-0021
1.11.2	Post 2007 Dockets Disposition Authority Number: DAA-0458-2017-0001-0022
1.12	International Mail Dockets Disposition Authority Number: DAA-0458-2017-0001-0023
1.13	Library References
1.13.1	Library References containing Reports Disposition Authority Number: DAA-0458-2017-0001-0024
1.13.2	Library References Disposition Authority Number: DAA-0458-2017-0001-0025
1.14	Commenter Files Disposition Authority Number: DAA-0458-2017-0001-0026

WITHDRAWN - RETURNED WITHOUT ACTION

WITHDRAWN - RETURNED WITHOUT ACTION

NATIONAL ARCHIVES AND RECORDS ADMINISTRATION
Request for Records Disposition Authority

Records Schedule: DAA-0458-2017-0001

1.15	Periodic Reports from the USPS
1.15.1	Significant Periodic Reports from the USPS Disposition Authority Number: DAA-0458-2017-0001-0027
1.15.2	All other Periodic Reports from the USPS Disposition Authority Number: DAA-0458-2017-0001-0028
1.16	Protective Conditions
1.16.1	Signed Statements Disposition Authority Number: DAA-0458-2017-0001-0029
1.16.2	Staff Access Logs Disposition Authority Number: DAA-0458-2017-0001-0030
1.17	Original Notices, Comments, Orders, and Information Requests Disposition Authority Number: DAA-0458-2017-0001-0031
2	Chairman, Commissioners, and Office Heads Records
2.1	Official Correspondence Files
2.1.1	Office of the Chairman Disposition Authority Number: DAA-0458-2017-0001-0032
2.1.2	Commissioners Disposition Authority Number: DAA-0458-2017-0001-0033
2.1.3	Office Heads and Chief Administrative Officer Disposition Authority Number: DAA-0458-2017-0001-0034
2.2	Speeches by Commissioners Disposition Authority Number: DAA-0458-2017-0001-0035
2.3	Congressional Testimony by Commissioners and Directors Disposition Authority Number: DAA-0458-2017-0001-0036
3	General Staff Records
3.1	Staff Briefings Disposition Authority Number: DAA-0458-2017-0001-0056
3.2	Draft Reports Disposition Authority Number: DAA-0458-2017-0001-0057
3.3	Presentations (Internal or External Forums) Disposition Authority Number: DAA-0458-2017-0001-0058
3.4	International Cost and Revenue Reports Disposition Authority Number: DAA-0458-2017-0001-0059
3.5	International Documents Disposition Authority Number: DAA-0458-2017-0001-0060
3.6	Staff Assignment Memos Disposition Authority Number: DAA-0458-2017-0001-0061

WITHDRAWN - RETURNED WITHOUT ACTION

WITHDRAWN - RETURNED WITHOUT ACTION

NATIONAL ARCHIVES AND RECORDS ADMINISTRATION
Request for Records Disposition Authority

Records Schedule: **DAA-0458-2017-0001**

3.7	Final Copy of Research Papers and Reports Disposition Authority Number: DAA-0458-2017-0001-0062
3.8	Legal Memorandum Disposition Authority Number: DAA-0458-2017-0001-0063
4	Office Of The Secretary Records
4.1	Publications Disposition Authority Number: DAA-0458-2017-0001-0046
4.2	Commission Meetings/ Hearings
4.2.1	Minutes Disposition Authority Number: DAA-0458-2017-0001-0047
4.2.2	Audiotapes (Inactive) Disposition Authority Number: DAA-0458-2017-0001-0048

WITHDRAWN - RETURNED WITHOUT ACTION

WITHDRAWN - RETURNED WITHOUT ACTION

Records Schedule Items

Sequence Number							
1	Dockets and Related Records						
1.1	Rate Case Dockets, Transcripts and Formal Documents						
	Disposition Authority Number DAA-0458-2017-0001-0001						
	Documents filed by the U.S. Postal Service, intervenors, interested parties, and the Commission in the course of a rate case. Rate case occurs when the postal service proposes to change rates for market dominant products. Transcripts, evidence, and other formal documents certified into the record. - Postal Rate Commission (Records date span: 1977 – 2007) - Postal Regulatory Commission (Date span: 2007 – present)						
	Final Disposition Permanent						
	Item Status Withdrawn						
	Is this item media neutral? Yes						
	Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing? No						
	GRS or Superseded Authority Citation N1-458-12-1 / 28.01/ A						
	Disposition Instruction						
	Cutoff Instruction CUTOFF at the end of the fiscal year when case is closed:						
	Transfer to the National Archives for Accessioning Transfer to the National Archives in 5 year blocks 15 year(s) after cutoff						
	Additional Information						
	First year of records accumulation 1977						
	What will be the date span of the initial transfer of records to the National Archives? From 2002 To 2009						
	How frequently will your agency transfer these records to the National Archives? Every 5 Years						
	<table border="1"><thead><tr><th></th><th>Estimated Current Volume</th><th>Annual Accumulation</th></tr></thead><tbody><tr><td>Electronic/Digital</td><td></td><td></td></tr></tbody></table>		Estimated Current Volume	Annual Accumulation	Electronic/Digital		
	Estimated Current Volume	Annual Accumulation					
Electronic/Digital							

WITHDRAWN - RETURNED WITHOUT ACTION

WITHDRAWN - RETURNED WITHOUT ACTION

NATIONAL ARCHIVES AND RECORDS ADMINISTRATION
Request for Records Disposition Authority

Records Schedule: DAA-0458-2017-0001

Paper	180 Cubic feet	
Microform		
Hardcopy or Analog Special Media		

1.2

Annual Compliance Determination Dockets, Formal Documents

Disposition Authority Number DAA-0458-2017-0001-0003

The Docket encompasses three PRC reports; The annual compliance determination, the financial report, and the program performance reporting required by 39 U.S.C. 2803 AND 2804. The annual, end-of-year reports, measure USPS performance and compliance in meeting is statutory requirements. Records date from 2008 and are ongoing. Records are arranged by docket case number. Formal documents include notices, comments, orders, and on rare occasions, transcripts, filed by the Commission, the U.S. Postal Service, and commenters.

Final Disposition Permanent

Item Status Withdrawn

Is this item media neutral? Yes

Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing? No

GRS or Superseded Authority Citation N1-458- 12-1 / 28.02/ A

Disposition Instruction

Cutoff Instruction CUTOFF at the end of the fiscal year when case is closed.

Transfer to the National Archives for Accessioning Transfer to the National Archives in 5 year blocks 15 year(s) after cutoff

Additional Information

First year of records accumulation 2008

What will be the date span of the initial transfer of records to the National Archives? Unknown
More information to come

How frequently will your agency transfer these records to the National Archives? Unknown
More information to come

WITHDRAWN - RETURNED WITHOUT ACTION

WITHDRAWN - RETURNED WITHOUT ACTION

NATIONAL ARCHIVES AND RECORDS ADMINISTRATION
Request for Records Disposition Authority

Records Schedule: DAA-0458-2017-0001

1.3

Rulemaking Dockets, Formal Documents

Disposition Authority Number DAA-0458-2017-0001-0005

The Commission initiates rulemaking proceedings on its own initiative or at the requests of parties or the Postal Service. The Commission provides parties with advanced notice in the Federal Register of the rules being proposed and an opportunity to comment. Records are managed by Docket Case Number. Formal documents including notices, comments, orders, and on rare occasions, transcripts, filed by the Commission, the U.S. Postal Service, and commenters. - Postal Rate Commission (Records date span: 1971- 2007 - Postal Regulatory Commission (Date span:2008 - present)

Final Disposition Permanent

Item Status Withdrawn

Is this item media neutral? Yes

Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing? No

GRS or Superseded Authority Citation N1-458-12-1 / 28.03

Disposition Instruction

Cutoff Instruction Cut off at the end of the Fiscal year when case is closed.

Transfer to the National Archives for Accessioning Transfer to the National Archives in 5 year blocks 15 year(s) after cutoff

Additional Information

What will be the date span of the initial transfer of records to the National Archives? Unknown
More information to come.

How frequently will your agency transfer these records to the National Archives? Unknown
More information to come.

1.4

Complaint Dockets, Formal Documents

Disposition Authority Number DAA-0458-2017-0001-0007

Cases are established when complainants raise issues concerning whether the Postal Service is operating in conformance with specific requirements of sections IOI(d), 401(2), 403(c), 404(a), or 601 of Title 39. Formal documents

WITHDRAWN - RETURNED WITHOUT ACTION

WITHDRAWN - RETURNED WITHOUT ACTION

NATIONAL ARCHIVES AND RECORDS ADMINISTRATION
Request for Records Disposition Authority

Records Schedule: DAA-0458-2017-0001

such as motions, notices, rulings, and discovery requests filed by complaints, the Commission, and the U.S. Postal Service. • Postal Rate Commission (Records date span: 1971 – 2007) • Postal Regulatory Commission (date span: 2008 – present)

Final Disposition Permanent

Item Status Withdrawn

Is this item media neutral? Yes

Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing? No

GRS or Superseded Authority Citation N1-458-12-1 / 28.04

Disposition Instruction

Cutoff Instruction Cutoff at the end of the fiscal year when case is closed.

Transfer to the National Archives for Accessioning Transfer to the National Archives in 5 year blocks 15 year(s) after cutoff

Additional Information

What will be the date span of the initial transfer of records to the National Archives? Unknown
More information to come.

How frequently will your agency transfer these records to the National Archives? Unknown
More information to come.

1.5

Nature of Service Dockets: Advisory Opinions, Formal Documents

Disposition Authority Number DAA-0458-2017-0001-0009

Advisory opinions are the result of "Nature of Service" cases that are established when the Postal Service submits a proposal to change the nature of Postal services on a nationwide or substantially nationwide basis, and requests an advisory opinion from the Commission. Records include hearing transcripts, evidence, and other records certified into the record, filed by the Commission, the U.S. Postal Service, and interveners. • Postal Rate Commission (Records date span: 1975 – 2007) • Postal Regulatory Commission (date span: 2008 – present)

Final Disposition Permanent

Item Status Withdrawn

Is this item media neutral? Yes

WITHDRAWN - RETURNED WITHOUT ACTION

WITHDRAWN - RETURNED WITHOUT ACTION

NATIONAL ARCHIVES AND RECORDS ADMINISTRATION
Request for Records Disposition Authority

Records Schedule: DAA-0458-2017-0001

Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing?

No

GRS or Superseded Authority Citation

N1-458-12-1 / 28.05 A

Disposition Instruction

Cutoff Instruction

CUTOFF at the end of the fiscal year when case is closed.

Transfer to the National Archives for Accessioning

Transfer to the National Archives in 5 year blocks 15 year(s) after cutoff

Additional Information

What will be the date span of the initial transfer of records to the National Archives?

Unknown
More information to come.

How frequently will your agency transfer these records to the National Archives?

Unknown
More information to come.

1.6

Post Office Closing Docket, Formal Documents

Disposition Authority Number DAA-0458-2017-0001-0011

Documents are filed in response to notice of intent to close or consolidate a post office. Records include transcripts, evidence, and other formal documents, certified into the record, filed by the Commission, the U.S. Postal Service, and interveners.
• Postal Rate Commission (Records date span: 1971 – 2004) • Postal Regulatory Commission (date span: 2005 – present)

Final Disposition

Permanent

Item Status

Withdrawn

Is this item media neutral?

Yes

Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing?

No

GRS or Superseded Authority Citation

N1-458-12-1 / 28.06 A

Disposition Instruction

Cutoff Instruction

CUTOFF at the end of the fiscal year when case is closed.

WITHDRAWN - RETURNED WITHOUT ACTION

WITHDRAWN - RETURNED WITHOUT ACTION

NATIONAL ARCHIVES AND RECORDS ADMINISTRATION
Request for Records Disposition Authority

Records Schedule: DAA-0458-2017-0001

1.7

Transfer to the National Archives for Accessioning Transfer to the National Archives in 5 year blocks 15 year(s) after cutoff

Additional Information

What will be the date span of the initial transfer of records to the National Archives? Unknown
More information to come.

How frequently will your agency transfer these records to the National Archives? Unknown
More information to come.

Public Inquiry Dockets, Formal Documents

Disposition Authority Number DAA-0458-2017-0001-0013

Public inquiry cases in which the commission gathers the general public's opinion as matter of interest. Records include transcripts, evidence, and other formal documents, certified into the record.

Final Disposition Permanent

Item Status Withdrawn

Is this item media neutral? Yes

Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing? No

Disposition Instruction

Cutoff Instruction CUTOFF at the end of the fiscal year when case is closed.

Transfer to the National Archives for Accessioning Transfer to the National Archives in 5 year blocks 15 year(s) after cutoff

Additional Information

What will be the date span of the initial transfer of records to the National Archives? Unknown
More information to come.

How frequently will your agency transfer these records to the National Archives? Unknown
More information to come.

1.8

Special Study Dockets, Formal Documents

Disposition Authority Number DAA-0458-2017-0001-0015

WITHDRAWN - RETURNED WITHOUT ACTION

NATIONAL ARCHIVES AND RECORDS ADMINISTRATION
Request for Records Disposition Authority

Records Schedule: DAA-0458-2017-0001

Review by the Commission of a specific topic concerning Postal law or policy. Records include transcripts, evidence, and other formal documents, certified into the record.

Final Disposition Permanent

Item Status Withdrawn

Is this item media neutral? Yes

Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing? No

Disposition Instruction

Cutoff Instruction CUTOFF at the end of the fiscal year when case is closed.

Transfer to the National Archives for Accessioning Transfer to the National Archives in 5 year blocks 15 year(s) after cutoff

Additional Information

What will be the date span of the initial transfer of records to the National Archives? Unknown
More information to come

How frequently will your agency transfer these records to the National Archives? Unknown
More information to come

1.9

Market Test Dockets, Formal Documents

Disposition Authority Number DAA-0458-2017-0001-0017

Review by the Commission of testing of an experimental product by the Postal Service for a limited period of time pursuant to 39 U.S.C. 3641. Records include transcripts, evidence, and other formal documents, certified into the record.

Final Disposition Permanent

Item Status Withdrawn

Is this item media neutral? Yes

Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing? No

Disposition Instruction

WITHDRAWN - RETURNED WITHOUT ACTION

WITHDRAWN - RETURNED WITHOUT ACTION

NATIONAL ARCHIVES AND RECORDS ADMINISTRATION
Request for Records Disposition Authority

Records Schedule: DAA-0458-2017-0001

Cutoff Instruction	CUTOFF at the end of the fiscal year when case is closed.
Transfer to the National Archives for Accessioning	Transfer to the National Archives in 5 year blocks 15 year(s) after cutoff

Additional Information

What will be the date span of the initial transfer of records to the National Archives?	Unknown More information to come.
---	--------------------------------------

How frequently will your agency transfer these records to the National Archives?	Unknown More information to come.
--	--------------------------------------

1.10

Competitive Product Dockets, Formal Documents

Disposition Authority Number	DAA-0458-2017-0001-0019
------------------------------	-------------------------

Review by the Commission of the Postal Service's setting of rates, fees, or discounts for its Competitive area, such as Priority or Express Mail. Records include transcripts, evidence, and other formal documents, certified into the record.

Final Disposition	Permanent
-------------------	-----------

Item Status	Withdrawn
-------------	-----------

Is this item media neutral?	Yes
-----------------------------	-----

Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing?	No
---	----

Disposition Instruction

Cutoff Instruction	CUTOFF at the end of the fiscal year when case is closed.
--------------------	---

Transfer to the National Archives for Accessioning	Transfer to the National Archives in 5 year blocks 15 year(s) after cutoff
--	--

Additional Information

What will be the date span of the initial transfer of records to the National Archives?	Unknown More information to come.
---	--------------------------------------

How frequently will your agency transfer these records to the National Archives?	Unknown More information to come.
--	--------------------------------------

WITHDRAWN - RETURNED WITHOUT ACTION

WITHDRAWN - RETURNED WITHOUT ACTION

NATIONAL ARCHIVES AND RECORDS ADMINISTRATION
Request for Records Disposition Authority

Records Schedule: DAA-0458-2017-0001

1.11

Mail Classification Dockets

Review by the Commission of new Postal Service products to be classified as Market Dominant or Competitive and assigned to the Mail Classification Schedule (MCS).

1.11.1

2007 and earlier Dockets

Disposition Authority Number DAA-0458-2017-0001-0021

Containing transcripts, evidence, and other formal documents certified into the record.

Final Disposition Permanent

Item Status Withdrawn

Is this item media neutral? Yes

Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing? No

GRS or Superseded Authority Citation N1-458-12-1 / 28.07 E (1)

Disposition Instruction

Cutoff Instruction CUTOFF at the end of the fiscal year when case is closed.

Transfer to the National Archives for Accessioning Transfer to the National Archives in 5 year blocks 15 year(s) after cutoff

Additional Information

What will be the date span of the initial transfer of records to the National Archives? Unknown
More information to come.

How frequently will your agency transfer these records to the National Archives? Unknown
More information to come.

1.11.2

Post 2007 Dockets

Disposition Authority Number DAA-0458-2017-0001-0022

Final Disposition Temporary

Item Status Withdrawn

Is this item media neutral? Yes

Do any of the records covered by this item currently exist in

WITHDRAWN - RETURNED WITHOUT ACTION

WITHDRAWN - RETURNED WITHOUT ACTION

NATIONAL ARCHIVES AND RECORDS ADMINISTRATION
Request for Records Disposition Authority

Records Schedule: DAA-0458-2017-0001

1.12

electronic format(s) other than e-mail and word processing?

GRS or Superseded Authority Citation N1-458-12-1 / 28.07 E (2)

Disposition Instruction

Cutoff Instruction CUTOFF at the end of the fiscal year when case is closed.

Retention Period Destroy 50 year(s) after cutoff

Additional Information

GAO Approval Not Required

International Mail Dockets

Disposition Authority Number DAA-0458-2017-0001-0023

NOTE: Inactive Series -- No more will be created due to the passage of the Postal Accountability and Enhancement Act (PAEA).

Final Disposition Permanent

Item Status Withdrawn

Is this item media neutral? Yes

Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing? No

GRS or Superseded Authority Citation N1-458-12-1 / 28.07 G

Disposition Instruction

Cutoff Instruction CUTOFF at the end of the fiscal year when case is closed.

Transfer to the National Archives for Accessioning Transfer to the National Archives in 5 year blocks 15 year(s) after cutoff

Additional Information

What will be the date span of the initial transfer of records to the National Archives? Unknown
More information to come.

How frequently will your agency transfer these records to the National Archives? Unknown
More information to come.

WITHDRAWN - RETURNED WITHOUT ACTION

WITHDRAWN - RETURNED WITHOUT ACTION

NATIONAL ARCHIVES AND RECORDS ADMINISTRATION
Request for Records Disposition Authority

Records Schedule: **DAA-0458-2017-0001**

1.13

Library References

Supporting evidence or materials, in a variety of formats and media, submitted as evidence in a Commission proceeding.

1.13.1

Library References containing Reports

Disposition Authority Number DAA-0458-2017-0001-0024

Library references containing Cost and Revenue Analysis Reports (CRA) and the Cost Segments and Components Reports

Final Disposition Permanent

Item Status Withdrawn

Is this item media neutral? Yes

Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing? No

GRS or Superseded Authority Citation N1-458-12-1 / 28.07 F (1)

Disposition Instruction

Cutoff Instruction CUTOFF at the end of the fiscal year when case is closed.

Transfer to the National Archives for Accessioning Transfer to the National Archives in 5 year blocks 15 year(s) after Cutoff

Additional Information

What will be the date span of the initial transfer of records to the National Archives? Unknown
To be determined

How frequently will your agency transfer these records to the National Archives? Every 5 Years

1.13.2

Library References

Disposition Authority Number DAA-0458-2017-0001-0025

All other library references and Workpapers

Final Disposition Temporary

Item Status Withdrawn

Is this item media neutral? Yes

Do any of the records covered by this item currently exist in No

WITHDRAWN - RETURNED WITHOUT ACTION

WITHDRAWN - RETURNED WITHOUT ACTION

NATIONAL ARCHIVES AND RECORDS ADMINISTRATION
Request for Records Disposition Authority

Records Schedule: DAA-0458-2017-0001

1.14

electronic format(s) other than e-mail and word processing?

GRS or Superseded Authority Citation N1-458-12-1 / 28.07 F (2)

Disposition Instruction

Cutoff Instruction CUTOFF at the end of the fiscal year when case is closed.

Retention Period Destroy 50 year(s) after cutoff

Additional Information

GAO Approval Not Required

Commenter Files

Disposition Authority Number DAA-0458-2017-0001-0026

Letters in all formats, including email, sent to the Commission from parties that have not intervened or submitted formal comments, if the case allows, expressing their views on cases that are currently before the Commission. NOTE: Inactive Series -- Currently, comments that reference a pending docket become part of that docket.

Final Disposition Temporary

Item Status Withdrawn

Is this item media neutral? Yes

Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing? No

GRS or Superseded Authority Citation N1-458-12-1 / 28.13 D

Disposition Instruction

Cutoff Instruction CUTOFF at the end of the fiscal year when case is closed.

Retention Period Destroy 5 year(s) after cutoff

Additional Information

GAO Approval Not Required

1.15

Periodic Reports from the USPS

Reports generated by the Postal Service and filed at the Commission with information on finances, work hours, costing, or other information prepared at the direction of the Commission. Periodic reports are not associated with a specific

WITHDRAWN - RETURNED WITHOUT ACTION

WITHDRAWN - RETURNED WITHOUT ACTION

NATIONAL ARCHIVES AND RECORDS ADMINISTRATION
Request for Records Disposition Authority

Records Schedule: DAA-0458-2017-0001

1.15.1

docketed proceeding. Examples include the Postal Service equivalent of the 10-Q report and the National Trial Balance reports.

Significant Periodic Reports from the USPS

Disposition Authority Number DAA-0458-2017-0001-0027

a. SEC-type reports, annual reports, and quarterly RPW (Revenue, Pieces & Weight) reports and miscellaneous reports

Final Disposition Permanent

Item Status Withdrawn

Is this item media neutral? Yes

Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing? No

GRS or Superseded Authority Citation N1-458-12-1 / 28.17 A

Disposition Instruction

Cutoff Instruction CUTOFF annually at the end of the fiscal year in which report is released.

Transfer to the National Archives for Accessioning Transfer to the National Archives in 5 year blocks 15 year(s) after cutoff

Additional Information

What will be the date span of the initial transfer of records to the National Archives? Unknown
More information to come.

How frequently will your agency transfer these records to the National Archives? Unknown
More information to come.

1.15.2

All other Periodic Reports from the USPS

Disposition Authority Number DAA-0458-2017-0001-0028.

b. All other quarterly and monthly reports

Final Disposition Temporary

Item Status Withdrawn

Is this item media neutral? Yes

Do any of the records covered by this item currently exist in No

WITHDRAWN - RETURNED WITHOUT ACTION

WITHDRAWN - RETURNED WITHOUT ACTION

NATIONAL ARCHIVES AND RECORDS ADMINISTRATION
Request for Records Disposition Authority

Records Schedule: DAA-0458-2017-0001

	electronic format(s) other than e-mail and word processing?	
	GRS or Superseded Authority Citation	N1-458-12-1 / 28.17 B
	Disposition Instruction	
	Cutoff Instruction	CUTOFF at the end of the fiscal year.
	Retention Period	Destroy 5 year(s) after cutoff or when superseded or obsolete, whichever is later
	Additional Information	
	GAO Approval	Not Required
1.16	Protective Conditions	
	Records documenting the safeguard of materials filed under seal by the Postal Service.	
1.16.1	Signed Statements	
	Disposition Authority Number	DAA-0458-2017-0001-0029
	Signed Statements Description: Statements by which a party agrees by certain confidentiality requirements for viewing filed materials.	
	Final Disposition	Temporary
	Item Status	Withdrawn
	Is this item media neutral?	Yes
	Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing?	No
	GRS or Superseded Authority Citation	N1-458-12-1 / 28.23 A
	Disposition Instruction	
	Cutoff Instruction	CUTOFF at the end of the fiscal year when case is closed.
	Retention Period	Destroy 3 year(s) after cutoff
	Additional Information	
	GAO Approval	Not Required
1.16.2	Staff Access Logs	
	Disposition Authority Number	DAA-0458-2017-0001-0030

WITHDRAWN - RETURNED WITHOUT ACTION

WITHDRAWN - RETURNED WITHOUT ACTION

NATIONAL ARCHIVES AND RECORDS ADMINISTRATION
Request for Records Disposition Authority

Records Schedule: DAA-0458-2017-0001

Staff Access Logs Description: Internal Commission logs of staff granted access to filed materials.

Final Disposition Temporary

Item Status Withdrawn

Is this item media neutral? Yes

Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing? No

GRS or Superseded Authority Citation N1-458-12-1/ 28.23b

Disposition Instruction

Cutoff Instruction CUTOFF at the end of the fiscal year. Retention: DESTROY 3 years after cutoff.

Retention Period Destroy 3 year(s) after cutoff

Additional Information

GAO Approval Not Required

Original Notices, Comments, Orders, and Information Requests

Disposition Authority Number DAA-0458-2017-0001-0031

Original copies of Commission generated notices, comments, orders, and information requests issued during all commission docketed proceedings that are not already scheduled for permanent retention in sections 28.01 through 28.07.

Final Disposition Temporary

Item Status Withdrawn

Is this item media neutral? Yes

Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing? No

GRS or Superseded Authority Citation N1-458-12-1 / 28.21

Disposition Instruction

Cutoff Instruction CUTOFF at the end of the fiscal year when case is closed.

Retention Period Destroy 50 year(s) after cutoff

Additional Information

1.17

WITHDRAWN - RETURNED WITHOUT ACTION

WITHDRAWN - RETURNED WITHOUT ACTION

NATIONAL ARCHIVES AND RECORDS ADMINISTRATION
Request for Records Disposition Authority

Records Schedule: DAA-0458-2017-0001

	GAO Approval	Not Required
2	Chairman, Commissioners, and Office Heads Records	
2.1	Official Correspondence Files Letters, memoranda, and other correspondence in all formats, including email.	
2.1.1	Office of the Chairman	
	Disposition Authority Number	DAA-0458-2017-0001-0032
	Office of the Chairman Description: Correspondence that documents policies, procedures, decisions, and any other activities in the functional areas for which the Chairman is responsible.	
	Final Disposition	Permanent
	Item Status	Withdrawn
	Is this item media neutral?	Yes
	Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing?	No
	GRS or Superseded Authority Citation	N1-458-12-1 / 28.13 A
	Disposition Instruction	
	Cutoff Instruction	CUTOFF at the end of fiscal year in which tenure ends.
	Transfer to the National Archives for Accessioning	Transfer to the National Archives 5 year(s) after 15
	Additional Information	
	What will be the date span of the initial transfer of records to the National Archives?	Unknown More information to come.
	How frequently will your agency transfer these records to the National Archives?	Unknown More information to come.
2.1.2	Commissioners	
	Disposition Authority Number	DAA-0458-2017-0001-0033
	Correspondence that documents policies, procedures, decisions, and any other activities in the functional areas for which the Chairman is responsible.	
	Final Disposition	Permanent
	Item Status	Withdrawn

WITHDRAWN - RETURNED WITHOUT ACTION

WITHDRAWN - RETURNED WITHOUT ACTION

NATIONAL ARCHIVES AND RECORDS ADMINISTRATION
Request for Records Disposition Authority

Records Schedule: **DAA-0458-2017-0001**

Is this item media neutral?	Yes
Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing?	No
GRS or Superseded Authority Citation	N1-458-12-1 / 28.13 B
Disposition Instruction	
Cutoff Instruction	CUTOFF at the end of fiscal year in which tenure ends.
Transfer to the National Archives for Accessioning	Transfer to the National Archives 5 year(s) after 15
Additional Information	
What will be the date span of the initial transfer of records to the National Archives?	Unknown More information to come.
How frequently will your agency transfer these records to the National Archives?	Unknown More information to come.
Office Heads and Chief Administrative Officer	
Disposition Authority Number	DAA-0458-2017-0001-0034
Correspondence that documents policies, procedures, decisions, and any other activities in the functional areas for which the Directors of Chief Administrative Officer are responsible	
Final Disposition	Permanent
Item Status	Withdrawn
Is this item media neutral?	Yes
Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing?	No
GRS or Superseded Authority Citation	N1-458-12-1 / 28.13 C
Disposition Instruction	
Cutoff Instruction	Cutoff at the end of fiscal year in which tenure ends.
Transfer to the National Archives for Accessioning	Transfer to the National Archives 5 year(s) after 15

2.1.3

WITHDRAWN - RETURNED WITHOUT ACTION

WITHDRAWN - RETURNED WITHOUT ACTION

NATIONAL ARCHIVES AND RECORDS ADMINISTRATION
Request for Records Disposition Authority

Records Schedule: DAA-0458-2017-0001

2.2

Additional Information

What will be the date span of the initial transfer of records to the National Archives? Unknown
More information to come.

How frequently will your agency transfer these records to the National Archives? Unknown
More information come.

Speeches by Commissioners

Disposition Authority Number DAA-0458-2017-0001-0035

Public, memorialized remarks made by the Chairman and Commissioners during their tenure at the Commission.

Final Disposition Permanent

Item Status Withdrawn

Is this item media neutral? Yes

Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing? No

GRS or Superseded Authority Citation N1-458-12-1 / 28.14

Disposition Instruction

Cutoff Instruction CUTOFF at the end of fiscal year in which tenure ends.

Transfer to the National Archives for Accessioning Transfer to the National Archives 5 year(s) after 15

Additional Information

What will be the date span of the initial transfer of records to the National Archives? Unknown
More information to come.

How frequently will your agency transfer these records to the National Archives? Unknown
More information to come.

2.3

Congressional Testimony by Commissioners and Directors

Disposition Authority Number DAA-0458-2017-0001-0036

WITHDRAWN - RETURNED WITHOUT ACTION

WITHDRAWN - RETURNED WITHOUT ACTION

Testimony given by the Chairman, Commissioners, and Directors before Congressional oversight and appropriations committees concerning the operation of the Commission and the U.S. Postal Service.

Final Disposition Permanent

Item Status Withdrawn

Is this item media neutral? Yes

Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing? No

GRS or Superseded Authority Citation N1-458-12-1 / 28.15

Disposition Instruction

Cutoff Instruction CUTOFF at the end of fiscal year in which tenure ends.

Transfer to the National Archives for Accessioning Transfer to the National Archives 5 year(s) after 15

Additional Information

What will be the date span of the initial transfer of records to the National Archives? Unknown
More information to come.

How frequently will your agency transfer these records to the National Archives? Unknown
More information to come.

General Staff Records

Staff Briefings

Disposition Authority Number DAA-0458-2017-0001-0056

Staff briefings to Commissioners on issues before the Commission

Final Disposition Temporary

Item Status Withdrawn

Is this item media neutral? Yes

Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing? No

GRS or Superseded Authority Citation N1-458-12-1/ 28.26a

3

3.1

WITHDRAWN - RETURNED WITHOUT ACTION

WITHDRAWN - RETURNED WITHOUT ACTION

NATIONAL ARCHIVES AND RECORDS ADMINISTRATION
Request for Records Disposition Authority

Records Schedule: DAA-0458-2017-0001

3.2

Disposition Instruction

Cutoff Instruction CUTOFF at the end of the fiscal year when applicable docket closes.

Retention Period Destroy 5 year(s) after cutoff

Additional Information

GAO Approval Not Required

Draft Reports

Disposition Authority Number DAA-0458-2017-0001-0057

Draft reports, orders, memoranda circulated among staff or Commissioners for comments.

Final Disposition Temporary

Item Status Withdrawn

Is this item media neutral? Yes

Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing? No

GRS or Superseded Authority Citation N1-458-12-1/ 28.26b

Disposition Instruction

Cutoff Instruction CUTOFF at the end of the fiscal year

Retention Period Destroy 5 year(s) after CUTOFF or when superseded or obsolete occurs, whichever is later

Additional Information

GAO Approval Not Required

Presentations (Internal or External Forums)

Disposition Authority Number DAA-0458-2017-0001-0058

Papers and presentations presented internally or at external forums.

Final Disposition Permanent

Item Status Withdrawn

Is this item media neutral? Yes

Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing? No

3.3

WITHDRAWN - RETURNED WITHOUT ACTION

WITHDRAWN - RETURNED WITHOUT ACTION

NATIONAL ARCHIVES AND RECORDS ADMINISTRATION
Request for Records Disposition Authority

Records Schedule: DAA-0458-2017-0001

GRS or Superseded Authority Citation N1-458-12-1/ 28.26c

Disposition Instruction

Cutoff Instruction CUTOFF at the end of the fiscal year

Transfer to the National Archives for Accessioning Transfer to the National Archives in 5 year blocks 15 year(s) after CUTOFF

Additional Information

First year of records accumulation 2006

What will be the date span of the initial transfer of records to the National Archives? Unknown
TBD

How frequently will your agency transfer these records to the National Archives? Every 5 Years

3.4

International Cost and Revenue Reports

Disposition Authority Number DAA-0458-2017-0001-0059

International Reports on the Postal Service's costs and revenues for international mail and Formal Views of the Commission provided to the Secretary of State of the United States on amendments to international

Final Disposition Permanent

Item Status Withdrawn

Is this item media neutral? Yes

Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing? No

GRS or Superseded Authority Citation N1-458-12-1/ 28.26d

Disposition Instruction

Cutoff Instruction CUTOFF at the end of the fiscal year

Transfer to the National Archives for Accessioning Transfer to the National Archives in 5 year blocks 15 year(s) after CUTOFF

Additional Information

First year of records accumulation 2006

WITHDRAWN - RETURNED WITHOUT ACTION

WITHDRAWN - RETURNED WITHOUT ACTION

NATIONAL ARCHIVES AND RECORDS ADMINISTRATION
Request for Records Disposition Authority

Records Schedule: DAA-0458-2017-0001

3.5

What will be the date span of the initial transfer of records to the National Archives? Unknown
TBD

How frequently will your agency transfer these records to the National Archives? Every 5 Years

International Documents

Disposition Authority Number DAA-0458-2017-0001-0060

International documents such as memoranda, letters or statements, relating to the Commission's actions at the Universal Postal Union (UPU) or other international regulation.

Final Disposition Temporary

Item Status Withdrawn

Is this item media neutral? Yes

Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing? No

GRS or Superseded Authority Citation N1-458-12-1/ 28.26e

Disposition Instruction

Cutoff Instruction CUTOFF at the end of the fiscal year

Retention Period Destroy 5 year(s) after CUTOFF

Additional Information

GAO Approval Not Required

3.6

Staff Assignment Memos

Disposition Authority Number DAA-0458-2017-0001-0061

Staff assignment memos, or other correspondence creating deliverables for a staff member on a particular assignment not associated with a Commission docket.

Final Disposition Temporary

Item Status Withdrawn

Is this item media neutral? Yes

Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing? No

WITHDRAWN - RETURNED WITHOUT ACTION

WITHDRAWN - RETURNED WITHOUT ACTION

NATIONAL ARCHIVES AND RECORDS ADMINISTRATION
Request for Records Disposition Authority

Records Schedule: DAA-0458-2017-0001

3.7	GRS or Superseded Authority Citation	N1-458-12-1/ 28.26f
	Disposition Instruction	
	Cutoff Instruction	CUTOFF at the end of the fiscal year when assignment is completed.
	Retention Period	Destroy 5 year(s) after CUTOFF
	Additional Information	
	GAO Approval	Not Required
	Final Copy of Research Papers and Reports	
	Disposition Authority Number	DAA-0458-2017-0001-0062
	Final copies of papers and reports published by the Commission upon Congressional or Presidential request related to specific postal topics.	
	Final Disposition	Permanent
	Item Status	Withdrawn
	Is this item media neutral?	Yes
	Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing?	No
	GRS or Superseded Authority Citation	N1-458-12-1/ 28.11a
3.8	Disposition Instruction	
	Cutoff Instruction	CUTOFF at the end of the fiscal year in which report is published
	Transfer to the National Archives for Accessioning	Transfer to the National Archives in 5 year blocks 15 year(s) after CUTOFF
	Additional Information	
	First year of records accumulation	2006
	What will be the date span of the initial transfer of records to the National Archives?	Unknown TBD
	How frequently will your agency transfer these records to the National Archives?	Every 5 Years
	Legal Memorandum	

WITHDRAWN - RETURNED WITHOUT ACTION

WITHDRAWN - RETURNED WITHOUT ACTION

NATIONAL ARCHIVES AND RECORDS ADMINISTRATION
Request for Records Disposition Authority

Records Schedule: DAA-0458-2017-0001

Disposition Authority Number DAA-0458-2017-0001-0063

Memoranda written by the General Counsel advising and recommending courses of action on various legal issues

Final Disposition Permanent

Item Status Withdrawn

Is this item media neutral? Yes

Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing? No

GRS or Superseded Authority Citation N1-458-12-1/ 28.22

Disposition Instruction

Cutoff Instruction CUTOFF at the end of the fiscal year when publication is released.

Transfer to the National Archives for Accessioning Transfer to the National Archives in 5 year blocks 15 year(s) after CUTOFF

Additional Information

First year of records accumulation 2006

What will be the date span of the initial transfer of records to the National Archives? Unknown
TBD

How frequently will your agency transfer these records to the National Archives? Every 5 Years

Office Of The Secretary Records

Publications

Disposition Authority Number DAA-0458-2017-0001-0046

International brochures on the functions and organizations of the Commission, arranged by Subject.

Final Disposition Permanent

Item Status Withdrawn

Is this item media neutral? Yes

Do any of the records covered by this item currently exist in

4
4.1

WITHDRAWN - RETURNED WITHOUT ACTION

WITHDRAWN - RETURNED WITHOUT ACTION

NATIONAL ARCHIVES AND RECORDS ADMINISTRATION
Request for Records Disposition Authority

Records Schedule: DAA-0458-2017-0001

electronic format(s) other than e-mail and word processing?

GRS or Superseded Authority Citation N1-458-12-1 / 28.12

Disposition Instruction

Cutoff Instruction CUTOFF annually at the end of the fiscal year when publication is released.

Transfer to the National Archives for Accessioning Transfer to the National Archives 5 year(s) after 15

Additional Information

What will be the date span of the initial transfer of records to the National Archives? Unknown
More information to come.

How frequently will your agency transfer these records to the National Archives? Unknown
More information to come.

4.2

Commission Meetings/ Hearings
Records of the open and closed meetings of the Commission

4.2.1

Minutes

Disposition Authority Number DAA-0458-2017-0001-0047

Written recorded documentation of Commission issues including action taken.

Final Disposition Permanent

Item Status Withdrawn

Is this item media neutral? Yes

Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing? No

GRS or Superseded Authority Citation N1-458-12-1 / 28.16/A, N1-458-12-1 / 28.16/C

Disposition Instruction

If this item has multiple sections, indicate here records to which this section apply Paper only

Cutoff Instruction CUTOFF annually at the end of the fiscal year when meeting was adjourned.

WITHDRAWN - RETURNED WITHOUT ACTION

WITHDRAWN - RETURNED WITHOUT ACTION

NATIONAL ARCHIVES AND RECORDS ADMINISTRATION
Request for Records Disposition Authority

Records Schedule: DAA-0458-2017-0001

Transfer to the National Archives for Accessioning Transfer to the National Archives in 5 year blocks 15 year(s) after Cutoff

Additional Information

First year of records accumulation 1980
End year of records accumulation 2012
What will be the date span of the initial transfer of records to the National Archives? Unknown
To be determine
How frequently will your agency transfer these records to the National Archives? Every 5 Years

Disposition Instruction

If this item has multiple sections, indicate here records to which this section apply Electronic Records
Cutoff Instruction CUTOFF annually at the end of the fiscal year when meeting was adjourned.
Transfer to the National Archives for Accessioning Transfer to the National Archives 5 year(s) after 15

Additional Information

First year of records accumulation 2012
What will be the date span of the initial transfer of records to the National Archives? Unknown
Information to follow.
How frequently will your agency transfer these records to the National Archives? Every 5 Years

4.2.2

Audiotapes (Inactive)

Disposition Authority Number DAA-0458-2017-0001-0048

Description: Audiotapes to support the minutes • Postal Rate Commission (Records date span: 1980 – 2007) • Postal Regulatory Commission (date span: 2007 – 2012)

Final Disposition Permanent

Item Status Withdrawn

Is this item media neutral? Yes

WITHDRAWN - RETURNED WITHOUT ACTION

WITHDRAWN - RETURNED WITHOUT ACTION

Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing?

No

GRS or Superseded Authority Citation

N1-458-12-1 / 28.16 B

Disposition Instruction

Cutoff Instruction

CUTOFF annually at the end of the fiscal year when meeting was adjourned.

Transfer to the National Archives for Accessioning

Transfer to the National Archives immediately after cutoff

Additional Information

First year of records accumulation

1980

What will be the date span of the initial transfer of records to the National Archives?

Unknown
More information to follow.

How frequently will your agency transfer these records to the National Archives?

Unknown
More information to follow.

WITHDRAWN - RETURNED WITHOUT ACTION

NATIONAL ARCHIVES AND RECORDS ADMINISTRATION
Request for Records Disposition Authority

Records Schedule: DAA-0458-2017-0001

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 in this schedule are not now needed for the business of the agency or will not be needed after the retention periods specified.

Signatory Information

Date	Action	By	Title	Organization
09/13/2017	Certify	Stacy Ruble	Secretary and Ch Ad min Officer	Postal Regulatory Commision - OSA
01/19/2018	Return Without Ac tion	Jessica Blessman	Appraisal Archivist	National Archives and Records Administration - ACRA