

<b>REQUEST FOR RECORDS DISPOSITION AUTHORITY</b> (See Instructions on reverse)		NARA LINK (NARA use only)	
TO: NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) Washington, DC 20408		JOB NUMBER	N1-478-93-1
1. FROM (Agency or establishment) U.S. Office of Personnel Management		DATE RECEIVED	6-28-93
2. MAJOR SUBDIVISION Federal Prevailing Rate Advisory Committee		NOTIFICATION TO AGENCY	
3. MINOR SUBDIVISION		In accordance with the provisions of 44 U.S.C. 3303a the disposition request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.	
4. NAME OF PERSON WITH WHOM TO CONFER Brenda Hickey	5. TELEPHONE 703-908-8550	DATE	3-19-94
		ARCHIVIST OF THE UNITED STATES <i>Cindy Huckamp Peterson</i>	

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 2 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 GAO Manual for Guidance of Federal Agencies,

is not required;  is attached; or  has been requested.

DATE 4/22/93	SIGNATURE OF AGENCY REPRESENTATIVE <i>[Signature]</i>	TITLE Chief, Information Policy Branch, PPO/AS
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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 GRS OR SUPERSEDED JOB CITATION	10.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)
1.	<p><b>FEDERAL PREVAILING RATE ADVISORY COMMITTEE (FPRAC)</b></p> <p>The committee was established by the Civil Service Commission in 1968 as the National Wage Policy Committee, pursuant to P.L. 92-392 (chapter 53, 5 U.S.C. subchapter IV, as amended). In 1972 it was renamed the Federal Prevailing Rate Advisory Committee. It is composed of a chairman, representatives from five labor unions holding exclusive bargaining rights for Federal blue-collar employees, and representatives from five Federal agencies. The committee's primary responsibility is to review the prevailing rate system and other matters pertinent to establishing prevailing rates, and from time to time advise the OPM. The mandate of the committee is one of a continuing nature until amended or revoked by appropriate Act of Congress. The committee is an independent body that reports directly to the President and Congress, and OPM. The committee is re-chartered in September of even years.</p> <p><u>Committee Files.</u> Documents on establishing, operating and dissolving the committee. Included are proposals and approvals to establish the committee; charters, terms of reference, and comments on them; directives establishing, changing, continuing, or dissolving the committee; biographical information on Commissioners; and, documents nominating, approving, appointing, and relieving committee members. Volume is approximately 3 cubic feet; arrangement is by year(s). Dates are 1968 to present.</p> <p><u>Disposition.</u> PERMANENT. Transfer to NARA when the committee permanently ceases to exist.</p> <p><i>Copies sent to agency, NNS, NNT, NIA 3/25/94</i></p>	NEW	<p>Veronica K. Wilson NARA appraiser 1/12/94 date</p> <p><i>[Signature]</i> Agency representative 3/31/94 date</p> <p>All changes to this proposed schedule have been approved by:</p>

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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)
2.	<p><u>Committee Activity Files</u>. Consists of records created by the committee. Included are agenda, final reports, notices, and reports of committee meetings, and similar information. Approximately 3 cubic feet. Arrangement is by year(s). Dates are 1968-present.</p> <p>Disposition. PERMANENT. Transfer to NARA when the committee permanently ceases to exist.</p>	NEW	
3.	<p><u>Committee Meetings Files</u> (and related Finding Aid) <sup>2-24-94</sup> Consists of edited and unedited transcripts of the committee meetings. The records are arranged chronologically by year, in black binders. Volume is approximately 9 cubic feet. Dates are 1968 to present.</p> <p>Disposition. PERMANENT. Transfer to NARA when the committee permanently ceases to exist.</p>	NEW	
4.	<p><u>Annual Reports</u>. One copy of each annual report produced by the committee. Reports are 3" x 5" pamphlets. The records are filed chronologically by date of report. Volume is approximately 4 cubic feet. Dates are 1968 to present.</p> <p>Disposition: PERMANENT. Transfer to NARA in 10 year blocks or when the committee permanently ceases to exist.</p>	NEW	
5.	<p><u>Document Files</u> (and related Finding Aid) <sup>2-24-94</sup> Consists of information relating to actions taken on papers submitted to the committee by either OPM, the chairman, or committee members. Contains correspondence relating to Committee projects, comments of participants and similar information. Also includes some duplicate copies of minutes of meetings. References are 3-4 annually for research on rulings. Volume is approximately 25 cubic feet; dates are 1968 to present; arrangement is numerical by committee meeting number (beginning with the first meeting in 1968), thereunder by submitting agency name, and document number. The files are cutoff each December and the agency-document number restarts.</p> <p>Disposition. PERMANENT. Transfer to NARA in 10 year blocks or when the committee permanently ceases to exist.</p>	NEW	

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6.	<p><u>Agreement Files.</u> Information relating to understandings and agreements between FPRAC and the OPM. These understandings and agreements are negotiated for providing and obtaining various types of support services. The services include logistical, medical, administrative, fire protection, facilities, payroll, and similar support; they can be one-time or continuing, and on either a reimbursable or a non-reimbursable basis. Included are agreements, Memorandums of Understanding (MOUs), Memorandums of Agreement (MOAs), review comments, and similar information. Accumulation is less than one cubic foot.</p> <p><u>Disposition.</u> Destroy 3 years after supersession, cancellation, or termination of the understanding or agreement.</p>	NEW	
7.	<p><u>General Administrative Files.</u> Office administrative files containing correspondence relating to routine operation or internal office administration exclusive of Committee mission files. These records may include procurement and supply records; budget preparation records; and personnel and payroll records. Funding, equipment and staffing for the Committee are provided by the OPM as the sponsoring agency. Dates are 1985 to Present.</p> <p><u>Disposition.</u></p> <p>a. Transfer to OPM any records needed to complete their files.</p> <p>b. Destroy remaining files when 2 years old.</p>	NEW	
8.	<p><u>Financial Files.</u> Information that relates to spending. Vouchers, contracts, invoices, purchase orders, requisitions, itineraries and travel estimates and requests for travel funds, and related correspondence and memoranda for program and administrative functions of the committee; information and working papers which show actual and budget expenses for past, current, and future fiscal years; and fiscal reconciliatory data.</p> <p><u>Disposition.</u> Destroy when 5 years old.</p>	NEW	
9.	<p><u>Audiovisual Records.</u> The verbatim transcripts, consisting of unedited audio cassette tapes of committee meetings. The records date from 1977 to present. Approximately 3 cubic feet; arranged chronologically by date of meeting.</p> <p><u>Disposition.</u> <del>PERMANENT. Transfer to NARA in 10-year blocks or when the committee permanently ceases to exist.</del> <b>TEMPORARY. Erase upon creation and verification of Committee Meetings Files (item 3).</b></p> <p>COORDINATION:  <u>Tony Ingrascia</u>                      (Name)  <u>Chairman, Federal Preceding Rate Advisory Committee</u>                      (Title/Date)</p>	NEW	<p>4-22-94</p>