

RG 276

RG 274

REQUEST FOR AUTHORITY TO DISPOSE OF RECORDS

(See Instructions on Reverse)

LEAVE BLANK	
DATE RECEIVED 7-24-74	JOB NO. NC-174-170
NOTIFICATION TO AGENCY	
In accordance with the provisions of 44 U.S.C. 3303a the disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "with-drawn" in column 10.	
9-19-74 (Date)	<i>James B. Rhoads</i> Archivist of the United States

TO: GENERAL SERVICES ADMINISTRATION
NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408

1. FROM (AGENCY OR ESTABLISHMENT)
Judicial Panel on Multidistrict Litigation

2. MAJOR SUBDIVISION
Clerk's Office

3. MINOR SUBDIVISION
N/A

4. NAME OF PERSON WITH WHOM TO CONFER
Mrs. Patricia D. Howard

5. TEL. EXT.
382-8601

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 2 page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified.

8/20/74 *Patricia D. Howard* Clerk of the Panel
Date (Signature of Agency Representative) (Title)

7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
	The Judicial Panel on Multidistrict Litigation (JPML) was authorized by Congress under P. L. 90-296, approved on April 29, 1968. The governing statute (28 U.S.C. 1407) provides for the temporary transfer to a single district for coordinated or consolidated pretrial proceedings of CIVIL actions pending in different districts which involve one or more common questions of fact, and for other purposes.		
1.	Docket Sheets of Cases (Civil Actions). Record, in abstract form, of proceedings in each case filed with the Judicial Panel on Multidistrict Litigation (JPML), from the initial petition for temporary transfer for coordinated or consolidated pretrial handling of two or more claims filed in different judicial districts, to notice of Judge of settlement (dismissed, summarily decided or remanded) of all claims filed. Disposition: Retain Permanently. Retire to National Archives when no longer needed by JPML.		
2.	Transcripts (verbatim) of hearings of the Judicial Panel on Multidistrict Litigation and attorneys regarding application of Section 1407 of Title 28, U.S.C., to civil cases. Disposition: Retain Permanently. Transfer to National Archives after 5 years.		

Copy to Agency 9/23/74 *D.*

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REQUEST FOR AUTHORITY TO DISPOSE OF RECORDS—Continuation Sheet

7. ITEM NO.	8. DESCRIPTION OF ITEM (WITH INCLUSIVE DATES OR RETENTION PERIODS)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
3.	<p>Minutes of Executive Sessions of the Judicial Panel on Multidistrict Litigation (and supporting correspondence) regarding Section 1407 application.</p> <p>Disposition: Retain permanently. Transfer to National Archives after 5 years.</p>		
4.	<p>General Inquiries, handled by Executive Attorney or Clerk of the Panel, regarding procedures, class actions, and civil litigation in general.</p> <p>Disposition: Retire to Washington National Records Center (NCW). Destroy 3 years after receipt at NCW.</p>		
5.	<p>General administrative correspondence regarding procurement of office space, supplies and services needed by the Judicial Panel on Multidistrict Litigation.</p> <p>Disposition: Destroy after 2 years.</p>		
6.	<p>Docket Case Files, each of which related to two or more civil claims filed in different judicial districts, and concerned with one or more common questions of fact. Includes official pretrial pleadings, correspondence, opinions and orders of the judge.</p> <p>Disposition: Transfer to NCW (Washington National Records Center) 1 year after Section 1407 is finalized and after the Clerk of Panel, with the approval of the Executive Attorney of the Judicial Panel on Multidistrict Litigation has marked for permanent retention not more than 1% of case files selected to document the handling of various types of cases, i.e., antitrust, securities fraud, patent and trademark, air disaster, product liability and other miscellaneous groups of litigation, including appeals.</p> <p>Disposition: Destroy nonpermanent case files 25 years after Section 1407 is finalized and transfer case files to be retained permanently to the National Archives at that time.</p>		