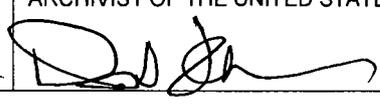


REQUEST FOR RECORDS DISPOSITION AUTHORITY		JOB NUMBER <i>N1-180-11-1</i>	
To NATIONAL ARCHIVES & RECORDS ADMINISTRATION 8601 ADELPHI ROAD, COLLEGE PARK, MD 20740-6001		Date received <i>9/14/11</i>	
1 FROM (Agency or establishment) Commodity Futures Trading Commission		NOTIFICATION TO AGENCY In accordance 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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10	
2 MAJOR SUBDIVISION			
3 MINOR SUBDIVISION			
4 NAME OF PERSON WITH WHOM TO CONFER Crystal Zeh	5 TELEPHONE NUMBER 202-418-5035	DATE <i>9/14/11</i>	ARCHIVIST OF THE UNITED STATES 
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 <u> 1 </u> page(s) are not needed now for the business for 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,			
<input checked="" type="checkbox"/> is not required <input type="checkbox"/> is attached, or <input type="checkbox"/> has been requested			
DATE September 13, 2011	SIGNATURE OF AGENCY REPRESENTATIVE <i>Crystal Zeh</i>		TITLE Records Management Officer
7 ITEM NO	8 DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARA USE ONLY)
	See attached		

INTRANET CONTENT RECORDS.

1. Pages containing information and links to other pages and documents.

Description: Includes but is not limited to pages containing information and links to other pages and documents NOTE This item does not include other record types that posted on the intranet, such as policies and procedures, but governed by another records retention schedule These records should be managed in accordance with the appropriate disposition schedule

Disposition **Temporary.** Delete when content is superseded, obsolete, or no longer needed for agency business

Supersedes New item

WEB SITE OPERATIONS RECORDS.

These items apply to records created in the process of administering any internal- or external-facing agency web site

2. Content management records.

Description Records include but are not limited to records documenting the process of content publishing and management, such as design records, standards describing the look and feel of the site, and procedures describing the process by which information is added, changed or deleted Also includes training and technical manuals and records documenting changes and additions to pages, such as content providers' requests for modifications to existing pages and requests for new pages.

Disposition **Temporary.** Delete when superseded, obsolete, or when no longer needed for agency business

Supersedes New item

3. Technical management records.

Description Records include but are not limited to user logs, search logs, traffic logs, server configuration files, and software records that describe software products used to create and maintain web content.

Disposition **Temporary.** Delete when superseded, obsolete, or when no longer needed for agency business

Supersedes New item