

National Archives and Records Administration
REQUEST FOR DISPOSITION AUTHORITY

Records Schedule Number: DAA-0138-2024-0015

Status: APPROVED
Date Approved: 11/18/2025

General Information

Agency or Establishment	Federal Energy Regulatory Commission
Record/Scheduling Group	0138 - Records of the Federal Energy Regulatory Commission
Records Schedule Applies To	Agency-wide
Schedule Subject	Annual Report for Natural Gas Transactions (Form No. 552)
Additional Schedule Information	<p>The basic purpose of these reports is to provide greater transparency concerning the use of indices to price natural gas and how well index prices reflect market forces.</p> <p>Form No. 552 collects transactional information from natural gas market participants. Market participants must fill out the form annually if: (1) their reportable natural gas sales were greater than 2.2 million MMBtu in the reporting year; or (2) their reportable natural gas purchases were greater than 2.2 million MMBtu in the reporting year and submit to the FERC via eFiling system on FERC.gov</p>
Is There a Classified Version of This Schedule?	No
Is consultation and coordination with Tribal Governments required?	No - the records covered by this schedule do not implicate Tribal interests

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Item Count

Total number of disposition items: 1

Number of Temporary disposition items: 1

Number of Permanent disposition items: 0

Number of Items with Disposition Not Approved: 0

Number of Inactive disposition items: 0

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Outline of Records Schedule Items for DAA-0138-2024-0015

Item #	Title	Disposition
0001	FERC Form No. 552 - Annual Report for Natural Gas Transactions	Temporary

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Records Schedule Items

DAA-0138-2024-0015-0001		STATUS: Active
ITEM GENERAL INFORMATION		
Item Title	FERC Form No. 552 - Annual Report for Natural Gas Transactions	
Item Description	<p>Form No. 552 collects transactional information from natural gas market participants. Market participants must fill out the form annually if: (1) their reportable natural gas sales were greater than 2.2 million MMBtu in the reporting year; or (2) their reportable natural gas purchases were greater than 2.2 million MMBtu in the reporting year and submit to the FERC via eFiling system on FERC.gov</p> <p>The basic purpose of these reports is to provide greater transparency concerning the use of indices to price natural gas and how well index prices reflect market forces.</p>	
Is this item media neutral?	Yes	
Is this item a Big Bucket?	No	
MANUAL CITATION		
Agency Code	0138	
Manual Title	FERC Form No. 552 - Annual Report for Natural Gas Transactions	
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS		
Does this item supersede existing disposition authorities?	No	
Is this item a deviation from the GRS?	No	
DISPOSITION INSTRUCTION		
Final Disposition	Temporary	
Cutoff Instructions	Cut off at end of Calendar year when the report is received.	
Retention Period	Destroy 50 year(s) after cut off	
ADDITIONAL INFORMATION		
Are any of the records covered by this item national security classified?	No	
GAO Approval Required	No	

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Signatory Information

Action	User	Date
Approve	Marco Rubio (Acting Archivist)	11/18/2025



Office of the Chief
Records Officer for the
U.S. Government

This schedule was signed outside of the ERA system using Standard Form 115.

NARA staff updated ERA to reflect this approval, moving the record schedule into an approved status. The approved status allows for generation of a PDF indicating that the schedule has been approved, and allows an agency to use the schedule in ERA to create transfer requests. The approved date in the system and on the PDF version of the records schedule reflects the system actions.