

Request for Records Disposition Authority

Records Schedule Number **DAA-0122-2021-0001**

Schedule Status **Approved**

Agency or Establishment **Federal Trade Commission**

Record Group / Scheduling Group **Records of the Federal Trade Commission**

Records Schedule applies to **Major Subdivision**

Major Subdivision **Office of Public Affairs**

Schedule Subject **Twitter Content of the Chairperson and Commissioners**

Internal agency concurrences will
be provided **No**

Background Information

Item Count

| Number of Total Disposition Items | Number of Permanent Disposition Items | Number of Temporary Disposition Items | Number of Withdrawn Disposition Items |
|--------------------------------------|--|--|--|
| 1 | 1 | 0 | 0 |

GAO Approval

Outline of Records Schedule Items for DAA-0122-2021-0001

| Sequence Number | |
|-----------------|---|
| 1 | Twitter Content of the Chairperson and Commissioners Disposition Authority Number: DAA-0122-2021-0001-0002 |

Records Schedule Items

Sequence Number

1

Twitter Content of the Chairperson and Commissioners

Disposition Authority Number **DAA-0122-2021-0001-0002**

Records consist of Twitter posts and responses from the Chairperson and Commissioners, including public comments.

Final Disposition **Permanent**

Item Status **Active**

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? **Yes**

Do any of the records covered by this item exist as structured electronic data? **Yes**

Disposition Instruction

Cutoff Instruction **Cut off at the end of the calendar year posted.**

Transfer to the National Archives for Accessioning **Transfer to the National Archives 5 year(s) after cutoff.**

Additional Information

First year of records accumulation **2010**

What will be the date span of the initial transfer of records to the National Archives? **From 2010 To 2015**

How frequently will your agency transfer these records to the National Archives? **Every 1 Years**

| | Estimated Current Volume | Annual Accumulation |
|--------------------|--------------------------|---------------------|
| Electronic/Digital | 1.4 MB | 0.14 MB |
| Paper | | |
| Microform | | |

| | | |
|-------------------------------------|--|--|
| Hardcopy or Analog Special Media | | |
|-------------------------------------|--|--|

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 |
|------------|------------------------|------------------|---|---|
| 02/12/2021 | Certify | Yvonne Wilson | Records Officer | Federal Trade Commission - Federal Trade Commission |
| 06/04/2021 | Submit for Concurrency | Galen Wilson | Senior Appraisal Archivist | National Archives and Records Administration - Records Management Services |
| 06/09/2021 | Concur | Margaret Hawkins | Director of Records Management Services | National Records Management Program - ACNR Records Management Services |
| 06/15/2021 | Concur | Laurence Brewer | Chief Records Officer | National Records and Archives Administration - National Records and Archives Administration |
| 06/16/2021 | Approve | David Ferriero | Archivist of the United States | Office of the Archivist - Office of the Archivist |