

National Archives and Records Administration  
REQUEST FOR DISPOSITION AUTHORITY

Records Schedule Number: DAA-0173-2025-0002

Status: APPROVED  
Date Approved: 05/19/2026

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## General Information

Agency or Establishment	Federal Communications Commission
Record/Scheduling Group	0173 - Records of the Federal Communications Commission
Records Schedule Applies To	Agency-wide
Schedule Subject	General Counsel Records
Additional Schedule Information	<p>The Office of the General Counsel advises and represents the Commission in matters of litigation; makes recommendations to the Commission with respect to proposed legislation and submits agency views on legislation when appropriate; prepares and makes recommendations and interpretations concerning procedural rules of general applicability; review rules for consistency with other rules, uniformity, and legal sufficiency; conducts research in legal matters as directed by the Commission; participates in international conferences and in the implementation of international agreements; interprets the statutes, international agreements, and international regulations affecting the Commission; performs all legal functions with respect to experimental operations, operations of restricted radiation devices, and type approvals and type acceptances of radio equipment; cooperates with numerous Bureaus and Offices on all matters pertaining to space satellite communications; studies the licensing practices of patentee's and assignee's in communications services regulated by the Commission; interprets statutes and executive orders affecting the Commission's national defense responsibilities; performs all legal functions with respect to leases, contracts and tort claims; advises the Commission in the preparation and revision of rules and the implementation and administration of the Freedom of Information, Privacy and Sunshine Acts.</p>
Is There a Classified Version of This Schedule?	No
Is consultation and coordination with Tribal Governments required?	Exempt from requirement - Independent Regulatory Agency

National Archives and Records Administration  
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## Item Count

Total number of disposition items: 7

Number of Temporary disposition items: 6

Number of Permanent disposition items: 1

Number of Items with Disposition Not Approved: 0

Number of Inactive disposition items: 0

National Archives and Records Administration  
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Outline of Records Schedule Items for DAA-0173-2025-0002

<b>Item #</b>	<b>Title</b>	<b>Disposition</b>
0001	Litigation Case Files	Temporary
0002	Circuit Court Proceedings	Temporary
0003	Legal Counsel Subject Files	Temporary
0004	Rulemaking Files	Temporary
0005	Case-Specific Files	Temporary
0006	District Court Case Files	Temporary
0007	Litigation Case Files- Significant	Permanent

National Archives and Records Administration  
REQUEST FOR DISPOSITION AUTHORITY

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Records Schedule Items

<b>DAA-0173-2025-0002-0001</b>		<b>STATUS: Active</b>
<b>ITEM GENERAL INFORMATION</b>		
Item Title	Litigation Case Files	
Item Description	Notice of appeals, motions, court rulings, briefs, appendices, and other records concerning appellate proceedings in which the Commission is a party or possesses a public interest. These are filed alphabetically by appellate petitioner's name.	
Is this item media neutral?	Yes	
Is this item a Big Bucket?	No	
<b>SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS</b>		
Does this item supersede existing disposition authorities?	Yes	
	Superseded Items	
Superseded Item	Item Superseded in Part?	Explanation
NC1-173-79-02 / 26	Yes	The superseding item is split to distinguish temporary and permanent records.
Is this item a deviation from the GRS?	No	
<b>DISPOSITION INSTRUCTION</b>		
Final Disposition	Temporary	
Cutoff Instructions	Other: Cut off when the project or case is closed.	
Retention Period	Destroy 5 year(s) after cutoff	
<b>ADDITIONAL INFORMATION</b>		
Are any of the records covered by this item national security classified?	No	
GAO Approval Required	No	

<b>DAA-0173-2025-0002-0002</b>		<b>STATUS: Active</b>
<b>ITEM GENERAL INFORMATION</b>		
Item Title	Circuit Court Proceedings	
Item Description	These files contain listings of closed case proceedings and are filed alphabetically. Maintained solely for research and reference.	
Is this item media neutral?	Yes	
Is this item a Big Bucket?	No	
<b>SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS</b>		

National Archives and Records Administration  
REQUEST FOR DISPOSITION AUTHORITY

Records Schedule Number: DAA-0173-2025-0002

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Does this item supersede existing disposition authorities?	Yes
	Superseded Items
Superseded Item	Item Superseded in Part? Explanation
NC1-173-79-02 / 28	No
Is this item a deviation from the GRS?	No
<b>DISPOSITION INSTRUCTION</b>	
Final Disposition	Temporary
Cutoff Instructions	Cut off when the project or case is closed.
Retention Period	Destroy 5 year(s) after cutoff
<b>ADDITIONAL INFORMATION</b>	
Are any of the records covered by this item national security classified?	No
GAO Approval Required	No

<b>DAA-0173-2025-0002-0003</b>	<b>STATUS: Active</b>
<b>ITEM GENERAL INFORMATION</b>	
Item Title	Legal Counsel Subject Files
Item Description	These files are broken down into subject categories and consist mainly of general correspondence, interpretations and other materials on various topics and sub-topics that relate to programs and functions and not to specific cases. Used solely for reference and research purposes. Such files would include, but are not limited to: Sunshine Act, Privacy Act, Ex Parte, conflicts of interest, communications interceptor files, contract files, etc.
Is this item media neutral?	Yes
Is this item a Big Bucket?	No
<b>SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS</b>	
Does this item supersede existing disposition authorities?	Yes
	Superseded Items
Superseded Item	Item Superseded in Part? Explanation
NC1-173-84-05 / 1	No
Is this item a deviation from the GRS?	No
<b>DISPOSITION INSTRUCTION</b>	
Final Disposition	Temporary

National Archives and Records Administration  
REQUEST FOR DISPOSITION AUTHORITY

Records Schedule Number: DAA-0173-2025-0002

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Cutoff Instructions	Cut off at end of Calendar year.
Retention Period	Destroy 5 year(s) after cutoff
<b>ADDITIONAL INFORMATION</b>	
Are any of the records covered by this item national security classified?	No
GAO Approval Required	No

<b>DAA-0173-2025-0002-0004</b>		<b>STATUS: Active</b>	
<b>ITEM GENERAL INFORMATION</b>			
Item Title	Rulemaking Files		
Item Description	These files are broken down by year and consist of notices or petitions proposing changes to the Commission's rules. The files contain routine correspondence, letters, and memoranda pertaining to the particular rulemaking.		
Is this item media neutral?	Yes		
Is this item a Big Bucket?	No		
<b>SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS</b>			
Does this item supersede existing disposition authorities?	Yes		
	Superseded Items		
Superseded Item	Item Superseded in Part?	Explanation	
NC1-173-84- 05 / 2	No		
Is this item a deviation from the GRS?	No		
<b>DISPOSITION INSTRUCTION</b>			
Final Disposition	Temporary		
Cutoff Instructions	Cut off at end of Calendar year.		
Retention Period	Destroy 5 year(s) after cutoff		
<b>ADDITIONAL INFORMATION</b>			
Are any of the records covered by this item national security classified?	No		
GAO Approval Required	No		

<b>DAA-0173-2025-0002-0005</b>		<b>STATUS: Active</b>	
<b>ITEM GENERAL INFORMATION</b>			
Item Title	Case-Specific Files		

National Archives and Records Administration  
REQUEST FOR DISPOSITION AUTHORITY

Records Schedule Number: DAA-0173-2025-0002

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Item Description	Materials relating to specific adjudicative matters requiring FCC legal counsel. The files may contain correspondence, background materials, documents used for reference and research purposes, memoranda, pleadings, statements of witnesses, transcripts of hearings, briefs, and documents submitted to the Commission for action with the responsibility of making a determination in the matter.	
Is this item media neutral?	Yes	
Is this item a Big Bucket?	No	
<b>SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS</b>		
Does this item supersede existing disposition authorities?	Yes	
Superseded Items		
Superseded Item	Item Superseded in Part?	Explanation
N1-173-91-001 / 6	No	
Is this item a deviation from the GRS?	No	
<b>DISPOSITION INSTRUCTION</b>		
Final Disposition	Temporary	
Cutoff Instructions	Other: Cut off when the project or case is closed.	
Retention Period	Destroy 5 year(s) after cutoff	
<b>ADDITIONAL INFORMATION</b>		
Are any of the records covered by this item national security classified?	No	
GAO Approval Required	No	

DAA-0173-2025-0002-0006	STATUS: Active
<b>ITEM GENERAL INFORMATION</b>	
Item Title	District Court Case Files
Item Description	Correspondence, pleadings, exhibits related to litigation arising from matters involving the Communications Act, the Freedom of Information Act, and other non-Communications Act statutes.
Is this item media neutral?	Yes
Is this item a Big Bucket?	No
<b>SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS</b>	
Does this item supersede existing disposition authorities?	Yes
Superseded Items	

National Archives and Records Administration  
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Superseded Item	Item Superseded in Part?	Explanation
NC1-173-84-05 / 1	Yes	Outlined Acts in this schedule are superseded.
Is this item a deviation from the GRS?	No	
<b>DISPOSITION INSTRUCTION</b>		
Final Disposition	Temporary	
Cutoff Instructions	Other: Cut off when the project or case is closed.	
Retention Period	Destroy 5 year(s) after cutoff	
<b>ADDITIONAL INFORMATION</b>		
Are any of the records covered by this item national security classified?	No	
GAO Approval Required	No	

<b>DAA-0173-2025-0002-0007</b>		<b>STATUS: Active</b>
<b>ITEM GENERAL INFORMATION</b>		
Item Title	Litigation Case Files- Significant	
Item Description	Litigation Case Files that have significant impact on FCC policy, procedure, or have researcher or high-public visibility. These are cases that have high public interest or that generate substantive changes in laws, regulations, or FCC policy or procedures. To ensure consistent application, the Office of General Counsel's Litigation Division will determine, on a case by case basis and after the case is closed or a decision is issued, which records qualify for this retention schedule.	
Is this item media neutral?	Yes	
Is this item a Big Bucket?	No	
<b>SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS</b>		
Does this item supersede existing disposition authorities?	Yes	
	Superseded Items	
Superseded Item	Item Superseded in Part?	Explanation
NC1-173-79-02 / 26	Yes	The superseding item is split to distinguish temporary and permanent records.
Is this item a deviation from the GRS?	No	
<b>DISPOSITION INSTRUCTION</b>		
Final Disposition	Permanent	

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Cutoff Instructions	Other: Cut off when the project or case is closed.
Are there multiple instructions for this item?	No
Transfer Instruction	Transfer to the National Archives 15 year(s) after cutoff
<b>ADDITIONAL INFORMATION</b>	
Current Records Format	Textual data:10 MB
Are any of the records covered by this item subject to a FOIA exemption?	No

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Signatory Information

Action	User	Date
Approve	Edward Forst (Acting Archivist)	05/19/2026



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.