

Request for Records Disposition Authority

Records Schedule Number **DAA-0470-2019-0002**

Schedule Status **Approved**

Agency or Establishment **Federal Mine Safety and Health Review Commission**

Record Group / Scheduling Group **Records of the Federal Mine Safety and Health Review Commission**

Records Schedule applies to **Department-wide**

Schedule Subject **OFFICE OF CHIEF ADMINISTRATIVE LAW JUDGE AND
ADMINISTRATIVE LAW JUDGES**

Internal agency concurrences will
be provided **No**

Background Information **The Commission has reorganized to include all Administrative Law
Judges under the office of the Chief Administrative Law Judge.**

Item Count

Number of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items
2	0	2	0

GAO Approval

Outline of Records Schedule Items for DAA-0470-2019-0002

Sequence Number	
1	CASE FILES PENDING BEFORE Administrative Law Judges - DECISION DRAFT S Disposition Authority Number: DAA-0470-2019-0002-0001
2	SUBJECT FILES - Administrative Law Judges Disposition Authority Number: DAA-0470-2019-0002-0002

Records Schedule Items

Sequence Number	
1	<p>CASE FILES PENDING BEFORE Administrative Law Judges - DECISION DRAFTS</p> <p>Disposition Authority Number DAA-0470-2019-0002-0001</p> <p>ALJ's files, extra copies of materials in cases pending before judge.</p> <p>Final Disposition Temporary</p> <p>Item Status Active</p> <p>Is this item media neutral? Yes</p> <p>Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing? Yes</p> <p>Do any of the records covered by this item exist as structured electronic data? Yes</p> <p>GRS or Superseded Authority Citation NI-470-09-03/1</p> <p>Disposition Instruction</p> <p>Cutoff Instruction Upon issuance of ALJ's decision. Move to Closed Case Files.</p> <p>Retention Period Destroy decision drafts when superseded by final decision or when no longer needed for the case or for reference.</p> <p>Additional Information</p> <p>GAO Approval Not Required</p>
2	<p>SUBJECT FILES - Administrative Law Judges</p> <p>Disposition Authority Number DAA-0470-2019-0002-0002</p> <p>Subject matter files, which contain copies of proposed legislation relating to the agency, documents relating to internal administration of agency, staffing, training, compilations of legal research, and substantive information regarding legal issues involving the Mine Act. Research documents are in case files.</p> <p>Final Disposition Temporary</p> <p>Item Status Active</p> <p>Is this item media neutral? Yes</p>

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
GRS or Superseded Authority Citation	NI-470-09-03/2
Disposition Instruction	
Cutoff Instruction	Cutoff files at the end of fiscal year.
Retention Period	Destroy 2 year(s) after cutoff
Additional Information	
GAO Approval	Not Required

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
02/28/2019	Certify	Christina Rosas	Agency Records Officer	Office of the Chairman - Office of the SAO
07/29/2019	Submit for Concurrence	David Weber	Senior Appraisal Archivist	National Archives and Records Administration - Records Management Services
07/31/2019	Concur	Margaret Hawkins	Director of Records Management Services	National Records Management Program - ACNR Records Management Services
07/31/2019	Concur	Laurence Brewer	Chief Records Officer	National Records and Archives Administration - National Records and Archives Administration
08/01/2019	Approve	David Ferriero	Archivist of the United States	Office of the Archivist - Office of the Archivist