

REQUEST FOR RECORDS DISPOSITION AUTHORITY		JOB NUMBER N1-596-15-1	
To: NATIONAL ARCHIVES & RECORDS ADMINISTRATION 8601 ADELPHI ROAD COLLEGE PARK, MD 20740-6001		Date received 1-22-15	
1. FROM (Agency or establishment) Office of the Federal Coordinator for Alaska Natural Gas Transportation		NOTIFICATION TO AGENCY	
2. MAJOR SUBDIVISION		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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.	
3. MINOR SUBDIVISION			
4. NAME OF PERSON WITH WHOM TO CONFER Terry Goodman	5. TELEPHONE NUMBER 202-627-6861	DATE 18 Feb 15	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 ___ 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 1/21/2015	SIGNATURE OF AGENCY REPRESENTATIVE 		TITLE Dir of Admin
7. ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
1.	Office of the Federal Coordinator for Alaska Natural Gas Transportation Projects Congress established the Office of the Federal Coordinator for Alaska Natural Gas Transportation Projects in 2004 (15 U.S.C. Chapter 15D, section 720) to help expedite and coordinate Federal permitting for construction of a pipeline to move Alaska North Slope natural gas to North American markets. The office coordinates with more than 20 Federal agencies, the State of Alaska, tribal governments and other stakeholders. Including the project sponsors. Records of the Federal Coordinator. Records relating to the Federal Coordinator, including biographies, meeting minutes, correspondence, reports, briefing books, policy statements, and Congressional testimony.		

Disposition: PERMANENT. Transfer to the National Archives immediately upon approval of the schedule.

2. **White Papers.**

In-depth periodic reports on a variety of subjects related to the project, the natural gas industry or other energy related topics.

Disposition: PERMANENT. Transfer to the National Archives immediately upon approval of the schedule.

3. **Speeches and Presentations.**

Transcripts and slides of speeches and presentations by the Federal Coordinator and members of the staff.

Disposition: PERMANENT. Transfer to the National Archives immediately upon approval of the schedule.

4. **Public Forums and Meetings.**

Final versions of meeting agendas, issue briefs, presentation slides.

Disposition: PERMANENT. Transfer to the National Archives immediately upon approval of the schedule.

5. **Publications.**

Master set of publications produced by the OFC. The files consist of a single copy of informational brochures, posters, and news releases.

Disposition: PERMANENT. Transfer to the National Archives immediately upon approval of the schedule.

6. **Records of the Director of Administration.**

Files consist of general correspondence and memoranda regarding program issues, policy, guidance, and general oversight matters.

Disposition: TEMPORARY. Destroy when no longer needed for business purposes.

7. **General Counsel Records.**

Files consisting of memoranda, correspondence, decisions, contracts, and agreements.

Disposition: TEMPORARY. Destroy when no longer needed for agency business.

8. **Administrative Officer for the Alaska Field Office Files.**

Correspondence, memoranda, reports.

Disposition: TEMPORARY. Destroy when no longer needed for business purposes.

9. **Geographic Information System (GIS) Mapping Pilot Project Files.**

Disposition: TEMPORARY. Destroy when no longer needed for business purposes.