

- Correspondence, subject and other files maintained by key commission staff, such as the chair, executive director, and legal counsel, documenting the functions of the commission;
- Substantive records relating to research studies and other projects, including unpublished studies and reports and substantive research materials (may include electronic data);
- Questionnaires, surveys and other raw data accumulated in connection with research studies and other projects where the information has been consolidated or aggregated in analyses, reports, or studies covered by Item 2(a) (may include data maintained electronically);
- Records created to comply with the provisions of the Government in the Sunshine Act, annual reports to Congress describing the agency's compliance with the act;
- Documentation of subcommittees, working groups, or other subgroups of advisory committees, that support their reports and recommendations to the full or parent committee. This documentation may include, but is not limited to minutes, transcripts, reports, correspondence, briefing materials, and other related records; and
- Documentation of formally designated subcommittees and working groups. This documentation may include, but is not limited to minutes, transcripts, reports, correspondence, briefing materials, and other related records.

(b) FACA files (paper and electronic formats) that relate to day-to-day advisory committee activities and/or do not contain unique information of historical value are destroyed or deleted when three years old (N1-GRS-07-1 item 2b). The paper records are destroyed by shredding. The electronic files are deleted by electronic erasure. These files include such records as:

- Correspondence, reference and working files of Commission staff (excluding files covered by Item 2(a));
- Audiotapes and videotapes of Commission meetings and hearings that have been fully transcribed, informal still photographs and slides of Commission members and staff, meetings, hearings, and other events;
- Other routine records, such as public mail, requests for information, consultant personnel files, records relating to logistical aspects of Commission meetings and hearings, etc.; and
- Extra copies of records described in Item 2(a), e.g., copies of meeting agenda and minutes distributed to commission members and staff, files accumulated by

agencies on interagency bodies other than the secretariat or sponsor.

Notes: Prior to destruction/deletion, NARA, in consultation with FCC staff, will review these records and may identify files that warrant permanent retention. Such records will be transferred to the National Archives at the time that related permanent records are transferred (N1-GRS-07-1 item 2b Note).

2. Copies of FACA commission records, e.g., agendas, meeting minutes, final reports, and related records created by or documenting the accomplishments of boards and commissions are destroyed when three years old (N1-GRS-04-1 item 3). The paper records are destroyed by shredding. The electronic files are deleted by electronic erasure.

3. Records that are maintained by FACA committee management officers that pertain to a FACA committee's establishment, appointment of members, and operation and termination, etc., are destroyed when six years old (N1-GRS-04-1 item 4). The paper records are destroyed by shredding. The electronic files are deleted by electronic erasure.

4. OGE Form 450 files, documents, and records (including both paper and electronic formats) are generally retained for six years after filing following dissolution of the FACA Committee (except when filed by or with respect to a nominee for an appointment requiring confirmation by the Senate when the nominee is not appointed. In such cases, the records are generally destroyed one year after the date the individual ceased being under Senate consideration for appointment. However, if any records are needed in an ongoing investigation, they will be retained until no longer needed in the investigation). The paper records are destroyed by shredding. The electronic records are destroyed by electronic deletion or erasure.

SYSTEM MANAGER(S) AND ADDRESS:

Assistant Managing Director, Performance Evaluation and Records Management (PERM), Office of Managing Director (OMD), Federal Communications Commission (FCC), 445 12th Street SW., Washington, DC 20554.

NOTIFICATION PROCEDURE:

Privacy Analyst, Performance Evaluation and Records Management (PERM), Federal Communications Commission (FCC), 445 12th Street SW., Washington, DC 20554, or <http://transition.fcc.gov/omd/privacyact/request.html>.

RECORD ACCESS PROCEDURES:

Privacy Analyst, Performance Evaluation and Records Management (PERM), Federal Communications Commission (FCC), 445 12th Street SW., Washington, DC 20554, or <http://transition.fcc.gov/omd/privacyact/request.html>.

CONTESTING RECORD PROCEDURES:

Privacy Analyst, Performance Evaluation and Records Management (PERM), Federal Communications Commission (FCC), 445 12th Street SW., Washington, DC 20554, or <http://transition.fcc.gov/omd/privacyact/request.html>.

RECORD SOURCE CATEGORIES:

Information in this system includes, but is not limited to the information that is obtained from the FACA committee members, including their OGE Form 450 filings; the Designated Federal Officer (DFO) reporting on FACA committee membership and activities; and the results of the work of the advisory committees.

EXEMPTIONS CLAIMED FOR THE SYSTEM:

None.

Federal Communications Commission.

Marlene H. Dortch,

Secretary, Office of the Secretary, Office of Managing Director.

[FR Doc. 2013-24757 Filed 10-22-13; 8:45 am]

BILLING CODE 6712-01-P

FEDERAL ELECTION COMMISSION

Sunshine Act Meeting

AGENCY: Federal Election Commission.

DATE & TIME: Tuesday, October 22, 2013 at 10:00 a.m.

PLACE: 999 E Street NW., Washington, DC.

STATUS: This Meeting Will Be Closed To The Public.

ITEMS TO BE DISCUSSED:

Compliance matters pursuant to 2 U.S.C. 437g.

Information the premature disclosure of which would be likely to have a considerable adverse effect on the implementation of a proposed Commission action.

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PERSON TO CONTACT FOR INFORMATION:

Judith Ingram, Press Officer, Telephone: (202) 694-1220.

Shelley E. Garr,

Deputy Secretary of the Commission.

[FR Doc. 2013-25083 Filed 10-21-13; 4:15 pm]

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