SUBCHAPTER W—REVISED GENERAL RULES

PART 375—THE COMMISSION

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§ 375.102 Custody and authentication of Commission records.

(a) Custody of official records. (1) The Secretary shall have custody of the Commission’s seal, the minutes of all action taken by the Commission, the transcripts, electronic recordings, or minutes of meetings closed to public observation, its rules and regulations, and its administrative orders.

2 The Executive Director shall have custody of records of the Commission except records designated in paragraph (a)(1) of this section.

(b) Authentication of Commission action. All orders and other actions of the Commission shall be authenticated or signed by the Secretary or the Secretary’s designee.

(b) Offices. The principal office of the Commission is at 888 First Street, NE., Washington, DC 20426. Regional offices are maintained at Atlanta, GA, Chicago, IL, Portland, OR, New York, NY, and San Francisco, CA.

(c) Hours. Unless the Chairman otherwise directs, the offices of the Commission are open each day, except Saturdays, Sundays, and Holidays, from 8:30 a.m. to 5:00 p.m.

(d) Sessions. The Commission may meet and exercise its powers at any place in the United States. The time and place of meetings of the Commission are announced in advance as provided in §375.204.

(e) Quorum. A quorum for the transaction of business consists of at least three members present.

(f) Action by Commissioners or representatives. The Commission may, by one or more of its members or by such agents as it may designate, conduct any hearing, or other inquiry necessary or appropriate to its functions, except that nothing in this paragraph supercedes the provisions of section 556, of Title 5, United States Code relating to Administrative Law Judges.

[45 FR 21217, Apr. 1, 1980, as amended by Order 647, 69 FR 32439, June 10, 2004]