

**SYSTEM NAME AND NUMBER:**

Public Records–FTC (FTC-I-6).

**SECURITY CLASSIFICATION:**

Unclassified.

**SYSTEM LOCATION:**

Federal Trade Commission, 600 Pennsylvania Avenue, NW, Washington, DC 20580.

For other locations where records may be maintained or accessed, see Appendix III

(Locations of FTC Buildings and Regional Offices), available on the FTC’s website at

<https://www.ftc.gov/about-ftc/foia/foia-reading-rooms/privacy-act-systems> and at 87 FR

57698 (Sept. 21, 2022).

**SYSTEM MANAGER(S):**

Office of the Secretary, Clerk of Court Division, Federal Trade Commission, 600 Pennsylvania Avenue, NW, Washington, DC 20580, and

Website Manager, Office of Public Affairs, Federal Trade Commission, 600 Pennsylvania Avenue, NW, Washington, DC 20580.

Email: [SORNs@ftc.gov](mailto:SORNs@ftc.gov).

**AUTHORITY FOR MAINTENANCE OF THE SYSTEM:**

Federal Trade Commission Act, 15 U.S.C. 41 et seq.; Executive Order 10450; Freedom of Information Act, 5 U.S.C. 552; 16 CFR 4.9.

**PURPOSE(S) OF THE SYSTEM:**

To make appropriate portions of the records in FTC matters available to the public; to enable members of the public to review and comment on or respond to such comments; to maintain records of Commission activities related to those matters.

**CATEGORIES OF INDIVIDUALS COVERED BY THE SYSTEM:**

Participants in Commission investigations, rulemaking, advisory, and law enforcement  
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**RECORD SOURCE CATEGORIES:**

Individual respondent(s), company records, complainants, informants, witnesses,

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company name; industry investigation title; FTC matter name; and FTC matter number.

**POLICIES AND PRACTICES FOR RETENTION AND DISPOSAL OF RECORDS:**

Records are retained and disposed of under applicable schedules and procedures approved by the National Archives and Records Administration.

**ADMINISTRATIVE, TECHNICAL, AND PHYSICAL SAFEGUARDS:**

The FTC's Web sites are secured and monitored to protect against unauthorized deletion or alteration of records posted on such sites. Access to the official record copy of such records is restricted, where appropriate, to agency personnel or contractors whose responsibilities require access. See GSA/OGP-1 (e-Rulemaking Program Administrative System) for a description of the safeguards by the Federal Docket Management System for any public comments filed in connection with FTC matters or proceedings that are found at [www.regulations.gov](http://www.regulations.gov).

**RECORD ACCESS PROCEDURES:**

See § 4.13 of the FTC's Rules of Practice, 16 CFR 4.13. For additional guidance, see also Appendix II (How to Make A Privacy Act Request), available on the FTC's website at <https://www.ftc.gov/about-ftc/foia/foia-reading-rooms/privacy-act-systems> and at 73 FR 33592, 33634 (June 12, 2008).

**CONTESTING RECORD PROCEDURES:**

See § 4.13 of the FTC's Rules of Practice, 16 CFR 4.13. For additional guidance, see also Appendix II (How to Make A Privacy Act Request), available on the FTC's website at <https://www.ftc.gov/about-ftc/foia/foia-reading-rooms/privacy-act-systems> at 73 FR 33592, 33634 (June 12, 2008).

**NOTIFICATION PROCEDURES:**

See § 4.13 of the FTC's Rules of Practice, 16 CFR 4.13. For additional guidance, see

also Appendix II (How to Make A Privacy Act Request), available on the FTC's website at <https://www.ftc.gov/about-ftc/foia/foia-reading-rooms/privacy-act-systems> at 73 FR 33592, 33634 (June 12, 2008).

**EXEMPTIONS PROMULGATED FOR THE SYSTEM:**

None.

**HISTORY:**

89 FR 79598-79610 (September 30, 2024)

87 FR 964-974 (January 7, 2022)

73 FR 33591-33634 (June 12, 2008).