FEDERAL ENTITY CEASED OPERATIONS

Schedule Number: NC1-322-78-01

Federal entities may cease operations when they are established as a temporary entity, are abolished, or functions are transferred to state or local government or private control.

Description:

Federal responsibility for The Alaska Railroad terminated upon its transfer to the State of Alaska, January 5, 1985.

Date Reported: 07/23/2020

REQUEST FOR AUTHORITY TO DISPOSE OF RECORDS

(See Instructions on Reverse)

	*	
LEAVE	BLANK	
2.5 MAY 1978	JOB NO.	

In accordance with the provisions of 44 U.S.C. 3303a the dis-

posal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "with-

TO:	GENERAI	SERVICES	ADMINIS	TRATIO	N		
	NATIONAL	ADCHIVES AND	DECUDIO	CEDVICE	WACHINGTON	DC	20409

NOTIFICATION TO AGENCY

drawn" in column 10.

1. FROM (AGENCY OR ESTABLISHMENT)

Dept. of Transportation, Fed. RR Administration

2. MAJOR SUBDIVISION

THE ALASKA RAILROAD, Pouch 7-2111, Anchorage, AK 99510

3. MINOR SUBDIVISION

Budget & Accounting Branch

4. NAME OF PERSON WITH WHOM TO CONFER

Louise Bremner

5. TEL. EXT.

907/ 265-2690

6. CERTIFICATE OF AGENCY REPRESENTATIVE:

I hereby certify that I am authorized to act for this agency in matters pertaining to the disposal of the agency's records; that the records proposed for disposal in this Request of _____ page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified.

(w/attachment)

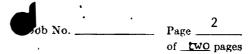
5/18/78

Records Management Officer

Date 9. SAMPLE OR JOB NO. 8. DESCRIPTION OF ITEM
(With Inclusive Dates or Retention Periods) 10. ACTION TAKEN 7. ITEM NO. ALASKA RAILROAD FISCAL RECORDS SCHEDULE (GAO Site Audit Records) (Revised schedule to reflect current statute of limitations. approved by GAO per attached copy of letter dated 4/21/78) Schedules of Collection (control 78): ARR form 1877, 1 SF 1081, and supporting papers. TRANSFER to FRC authorized when 1 year old; DESTROY records created prior to 7/1/75 after 10 years, 3 months old. DESTROY records created after 7/1/75 after 6 years, 3 mos. Md. 2 Schedules of Disbursement (control 84-3): SF 1017, SF 1166, SF 1034, SF 1081, and supporting papers. TRANSFER to FRC authorized when 1 year old; DESTROY records created prior to 7/1/75 after 10 years, 3 months old.

on on when the property of the 3 Agents' Balance Sheets (control 96): Also referred to as passenger and freight agents' monthly reports. These reports generally contain the following forms or their equivalents: ARR 1083 Agents' Periodic Account ARR 533A Ticket Redemption

STANDARD FORM Revised January 1973 Prescribed by General Services Administration FPMR (41 CFR) 101–11.4



REQUEST FOR AUTHORITY TO DISPOSE OF RECORDS—Continuation Sheet

7. ITEM NO.	8. DESCRIPTION OF ITEM (WITH INCLUSIVE DATES OR RETENTION PERIODS)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
4	ARR 521 Local Ticket Sales ARR 238 Abstract of Waybills Forwarded ARR 239 Abstract of Waybills Received ARR 398 Station Relief Claims ARR 294 Report of Excess Baggage Collections The reporting and filing procedures followed by different agent cashiers causes some variance in the type of materia contained in each report. This is due, in part, to lack of standardization and, in part, to the combination of functions, i.e. freight and passenger; or freight, passenger and dock; or a separate freight agent and separate passenger agent report. These reports reflect the agents' accounting for all revenue received at the station, passenger or freight. TRANSFER to FRC authorized when 1 year old; DESTROY records created prior to 7/1/75 after 10 years, 3 months old. DESTROY records created after 7/1/75 after 6 years, 3 months old. Claims - Jackets (control 253) containing the following loss/damage data: 1. Paid freight bill 2. Letter of claim 3. Invoices 4. Transmittal form ARR 1152	1	
	5. Special Agents' reports 6. Work sheets 7. Copies of bills for collection 8. Settlement sheet, form ARR.1773 Claim is paid on basis of approved settlement sheet. TRANSFER to FRC authorized when 1 year old; DESTROY records created prior to 7/1/75 after 10 years, 3 months of . DESTROY records created after 7/1/75 after 6 years, 3 months of . See 6-/6-78	s A.	