

INACTIVE - ALL ITEMS SUPERSEDED OR OBSOLETE

Schedule Number: NC1-036-77-01

All items in this schedule are inactive. Items are either obsolete or have been superseded by newer NARA approved records schedules.

Description:

Superseded by N1-036-86-001, item 143/1.

Date Reported: 07/08/2021

INACTIVE - ALL ITEMS SUPERSEDED OR OBSOLETE

REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

TO **GENERAL SERVICES ADMINISTRATION,
NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408**

1. FROM (AGENCY OR ESTABLISHMENT)

U.S. Customs Service

2. MAJOR SUBDIVISION

Office of Administration

3. MINOR SUBDIVISION

Management Analysis Division

4. NAME OF PERSON WITH WHOM TO CONFER

Myles Schulberg

5. TEL EXT

964-8181

LEAVE BLANK

JOB NO

NC 1 - 36-77-1

DATE RECEIVED

DEC 20 1976

NOTIFICATION TO AGENCY

In accordance with the provisions of 44 U.S.C. 3303a the disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10

1-12-77
Date

[Signature]
Archivist of the United States

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 1 page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified.

☐ **A** Request for immediate disposal.

☒ **B** Request for disposal after a specified period of time or request for permanent retention.

C. DATE 12/10/76	D. SIGNATURE OF AGENCY REPRESENTATIVE <i>J. J. Towson</i>	E. TITLE <i>[Signature]</i> Chief, Documentation Systems Branch	
7. ITEM NO	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO	10. ACTION TAKEN
1	Changing the retention schedule of the consumption entry per the attached Justification Statement	Note samples (Attachments D and E)	

Copy to Agency 1-27-77
Copies to All FRC's 1-28-77

Justification Statement

Request is herein made for approval of a revised retention period for the "Consumption Entry" per the attached copies of pages from the Customs Records Control Manual (Attachments A and B).

The proposal of scheduling a 3 year at "Location" and 5 year at "Federal Records Center" retention period for consumption entries in all but the New York Region*, has been incorporated into a revised edition of the Customs Records Control Manual, now before your agency for review. It is realized, however, that there will be some time before the final approval and issuance of the revised manual and time is of the essence with regard to the revision of the retention period of this one particular record.

Paragraph 22.46 of Title 19 CFR, prescribes a 3 year retention period for records (e.g., consumption entry) relative to a drawback claim (Attachment C1). Beyond this, paragraph 171.1(b)(1) of the same Title, refers to the commission of fraud and the 5 year statute of limitations thereafter in which Customs enforcement action is allowed (Attachment C2). These legal requirements mandate the need for a servicewide retention period of 8 years for the consumption entry. In this regard, complaints are being received from operating offices around the country concerning the loss of court cases and revenue due to the destruction of consumption entries prior to the expiration of 8 years.

There is a pressing need to resolve this problem. We trust that your prompt attention will be given to it.

Attachments

* The volume of consumption entries filed in the New York Region far outstrips any other Region and New York can accommodate only 1 year's worth at "Location".

REVISED RETENTION SCHEDULE

3 ENTRY FOR CONSUMPTION

COVERAGE:

Includes material on the requirement and procedures for the entry and release of merchandise for consumption in the U.S., including immediate delivery procedures.

RECORD RETENTION VALUES
& RETENTION VALUE CODES:

-NON-RECORD MATERIAL (NR)
-TEMPORARY RECORD VALUE (T)
-PERMANENT RECORD VALUE (P)

DISPOSITION CODES:

-DESTROY (D)
-TRANSFER TO FRC (TR)

ITEM NO.	RECORD DESCRIPTION	VALUE CODE	FORM IDENTIFICATION NO.	RETENTION AT LOCATION	DISPOSITION CODE	RETENTION AT FRC	DISPOSITION CODE
1	Application and Special Permit for Immediate Delivery	T	CF 3461	3 years	D		
2	Consumption Entry (New York Region Only)	T	CF 7501, 7501-B	1 year	TR	7 years	D
3	Consumption Entry (All Other Regions)	T	CF 7501, 7501-B	3 years	TR	5 years	D
4	Consumption Entry Permit	T	CF 7501-A, C	3 years	D		
5	Record of Consumption Entries - Duty Paid on Entry	T	CF 5151-B	3 years	D		
6	Record and Schedule of Dutable and Free Entries	T	CF 5171	3 years	TR	7yrs. and 3 mos. (Record Group 217)	D
7	Schedule of Free Entries	T	CF 5151	3 years	D		