

# INACTIVE - ALL ITEMS SUPERSEDED OR OBSOLETE

Schedule Number: N1-241-01-006

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 Items are either obsolete or have been superseded by newer NARA approved records schedules.

## Description:

Item 3a was superseded by GRS 5.2, item 020 (DAA-GRS-2017-0003-0002)

Item 3b was superseded by GRS 5.2, item 020 (DAA-GRS-2017-0003-0002)

Item 3c was superseded by GRS 5.2, item 020 (DAA-GRS-2017-0003-0002)

Item 4a was superseded by GRS 5.2, item 020 (DAA-GRS-2017-0003-0002)

Item 4b was superseded by GRS 5.2, item 020 (DAA-GRS-2017-0003-0002)

Item 4c was superseded by GRS 5.2, item 020 (DAA-GRS-2017-0003-0002)

Item 5 was superseded by GRS 3.2 item 040 (DAA-GRS-2013-0006-0005)

Item 6a was superseded by GRS 5.2, item 020 (DAA-GRS-2017-0003-0002)

Item 6b was superseded by GRS 5.2, item 010 (DAA-GRS-2017-0003-0001)

Date Reported: 06/30/2022

# INACTIVE - ALL ITEMS SUPERSEDED OR OBSOLETE

<b>REQUEST FOR RECORDS DISPOSITION AUTHORITY</b> (See instructions on separate page)		JOB NUMBER 71-241-01.6	
To: NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NWM) WASHINGTON, DC 20408		DATE RECEIVED 3-9-01	
1. FROM (Agency or establishment) U.S. Patent and Trademark Office		NOTIFICATION TO AGENCY  In accordance with the provisions of 44 U.S.C. 3303a, the disposition request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.	
2. MAJOR SUBDIVISION Office of the Chief Information Officer/ Office of Data Management			
3. MINOR SUBDIVISION Data Administration Division/Records Management			
4. NAME OF PERSON WITH WHOM TO CONFER Susan K. Brown	5. TELEPHONE (703) 308-7400	DATE 9-5-01	ARCHIVIST OF THE UNITED STATES <i>[Signature]</i>

**6. AGENCY CERTIFICATION**  
I hereby certify that I am authorized to act for this agency in matters pertaining to the disposition of its records and that the records proposed for disposal on the attached \_\_\_\_\_ page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified; and that written concurrence from the General Accounting Office, under the provisions of Title 8 of the GAO manual for Guidance of Federal Agencies,

is not required;  is attached; or  has been requested.

DATE 3/8/01	SIGNATURE OF AGENCY REPRESENTATIVE <i>Susan K Brown</i>	TITLE Records Officer
----------------	--	--------------------------

7. Item NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
1	Please see attached item(s):  Fax Modem Pool		
	<i>cc: Agency</i>		

**United States Patent and Trademark Office (USPTO)**  
**Office of System Architecture and Engineering (OSAE)**

**1. Fax Modem Pool**

The Fax Modem Pool (FMP) project is designed to meet the need for fax and modem connectivity through a network-based fax/modem pool that reduces both the security risk and the cost of individual telephone circuits supporting workstation modems. The project includes development of a prototype as a means of achieving project goals quickly and with as little risk as possible. The FMP prototype was used to evaluate different configurations and approaches, to help validate functional and system requirements, and to aid in finalizing the full system architecture and operational configuration.

The prototype system was developed in the Emerging Technology Center (ETC) Laboratory and has been deployed on PTONet at the conclusion of Phase I of the project. Subsequent to this deployment, a pilot phase was initiated to provide end users an opportunity to evaluate the features and user interface of the FMP system.

The FMP operates in a Microsoft Windows NT environment to provide incoming and outgoing fax communications as a network service of PTONet. The fax server interfaces with MS Exchange and MS Mail. The faxes are stored and retrieved as TIFF files. Retrieval capabilities do not include exporting to a database or ASCII file. The fax server assigns unique ID numbers to each incoming fax and contains a time and date stamp utility. In addition to routing faxes to a central repository for retrieval, the FMP2 utilizes e-mail to notify recipients of received fax transmissions.

<b>Records</b>	<b>Disposition</b>
1. System software and updates.	1. [N1-241-96-5 #71]. Transfer to the configuration management tool prior to unit testing.
2. Life Cycle Management Documentation.	2. [N1-241-96-5 #71]. Transfer electronic copy to the configuration management tool prior to Technical Review Board meeting for each phase as required in the Quality Assurance Plan and the Configuration Management Plan.
3. Inputs (electronic):	3. Inputs (electronic):
a. Official fax transmissions received. These faxes are retained in online storage no longer than 9 months.	a. [Pending authorization]. Temporary. Delete after the recordkeeping copy has been produced.
b. Unofficial fax transmissions received. These faxes are retained in online storage no longer than 3 months.	b. [Pending authorization]. Temporary. Destroy/Delete after the recordkeeping copy has been produced.
c. Fax images generated in-house for transmission.	c. [Pending authorization]. Temporary. Retain image until successfully transmitted, or attempt to transmit terminated, then delete.

*Previously approved authorities still apply. JMS 6/8/01*

4. Outputs (paper and electronic):	4. Outputs (paper and electronic):
a. Notification of incoming official fax (paper).	a. [Pending authorization]. Temporary. Printout paper copy and follow disposition for related records.
b. Outgoing fax image file (electronic).	b. [Pending authorization]. Temporary. Retain image until successfully transmitted, or attempt to transmit terminated, then delete.
c. Time and date stamp files (electronic).	c. [Pending authorization]. Temporary. Delete when they are no longer needed for administrative, legal, audit, or other operational purposes.
5. Backups.	5. Back up daily and delete when replaced by a subsequent comprehensive backup. Back up tape will be used as vital record copy.
6. Fax back return receipt (automatically generated email).	6. Fax back return receipt (automatically generated email).
a. Copies that have no further administrative value after the recordkeeping copy is made. Includes copies maintained by individuals in personal files, personal electronic mail directories, or other personal directories on hard disk or network drives, and copies on shared network drives that are used only to produce the recordkeeping copy.	a. [Pending authorization]. Destroy/delete after the recordkeeping copy has been produced.
b. Copies used for dissemination, revision, or updating that are maintained in addition to the recordkeeping copy.	b. [Pending authorization]. Destroy/delete when dissemination, revision, or updating is complete.