

Request for Records Disposition Authority

Records Schedule Number: DAA-0375-2015-0002
Schedule Status: Returned Without Action

WITHDRAWN

Agency or Establishment: Bureau of Economic Analysis
Record Group / Scheduling Group: Records of the Bureau of Economic Analysis
Records Schedule applies to: Major Subdivision
Major Subdivision: Industry Economic Accounts Directorate
Schedule Subject: Records schedule for the Industry Economic Accounts Directorate.
Internal agency concurrences will be provided: No

Background Information: The Industry Economic Accounts directorate at the Bureau of Economic Analysis consists of the Office of the Associate Director (ADIA), the Industry Analysis Division (IAD) and the Industry Sector Division (ISD).

The Industry Economic Accounts directorate supports BEA's mission to promote a better understanding of the U.S. economy by providing the most in-depth statistics available on the production processes underlying detailed goods and services as well as the detailed relationships between industries in the United States, in an objective, and cost-effective manner.

Item Count

Number of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items
0	0	0	6

GAO Approval

Outline of Records Schedule Items for ~~DAA-0375-2015-0002~~

WITHDRAWN

Sequence Number	
1	ALPHABETICAL AND GENERAL CORRESPONDENCE FILE (ADIA) Disposition Authority Number: DAA-0375-2015-0002-0001
2	DATA FILES AND PROGRAMS MAINTAINED BY INDIVIDUAL ANALYSTS Disposition Authority Number: DAA-0375-2015-0002-0002
3	SATELLITE ACCOUNTS Disposition Authority Number: DAA-0375-2015-0002-0003
4	INDUSTRY-DETAIL PRODUCTION ACCOUNT Disposition Authority Number: DAA-0375-2015-0002-0004
5	METHODOLOGY/SUBJECT FILE Disposition Authority Number: DAA-0375-2015-0002-0005
6	SPECIAL TABULATIONS Disposition Authority Number: DAA-0375-2015-0002-0006

Records Schedule Items

WITHDRAWN

Sequence Number		
1	<p>ALPHABETICAL AND GENERAL CORRESPONDENCE FILE (ADIA)</p> <p>Disposition Authority Number DAA-0375-2015-0002-0001</p> <p>These files consist of incoming and outgoing correspondence including requests for information from external data users and federal agencies (INFORUM, Bureau of Labor Statistics, etc.), intra- and inter departmental communications and foreign correspondences (International Input-Output Association, Tri-lateral Steering Committee on NAICS and NAPCS) which are case-filed alphabetically. Although primarily a correspondence file that contains BEA's responses to questions regarding release information or data tables, it also contains information on various facets of the directorate's functions and activities (2014 Data Users conference).</p> <p>Final Disposition Permanent</p> <p>Item Status Withdrawn</p> <p>Is this item media neutral? Yes</p> <p>Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing? No</p> <p>GRS or Superseded Authority Citation N1-375-81-1 / S1 and S6</p> <p>Disposition Instruction</p> <p>Cutoff Instruction Cutoff at end of FY in which the file was created.</p> <p>Transfer to Inactive Storage Transfer to the Washington National Records Center five (5) years after cutoff.</p> <p>Transfer to the National Archives for Accessioning Transfer to the National Archives 15 year(s) after cutoff</p> <p>Additional Information</p> <p>First year of records accumulation 2015</p> <p>What will be the date span of the initial transfer of records to the National Archives? From 2015 To 2015</p> <p>How frequently will your agency transfer these records to the National Archives? Every 1 Years</p>	
	Estimated Current Volume	Annual Accumulation

Electronic/Digital	5 MB	5 MB
Paper		
Microform		
Hardcopy or Analog Special Media		

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DATA FILES AND PROGRAMS MAINTAINED BY INDIVIDUAL ANALYSTS

Disposition Authority Number DAA-0375-2015-0002-0002

The files include analysts' work files (MS Word, Excel and may also include SQL files or Access database files used to prepare the estimates for electronic loading into our database processing system) and specific source data files from federal agencies, such as the Bureau of Labor Statistics and the Census Bureau, and are maintained by individual estimators to develop estimates for inclusion in BEA's Industry Economic Accounts, which is comprised of Annual Industry Accounts, Benchmark Input-Output Accounts and the Quarterly GDP by Industry Accounts. The Annual Industry Accounts are a set of integrated statistics that include the GDP by Industry and the Annual Input-Output accounts. These accounts provide detailed information on the changing structure of the U.S. economy, including the annual contributions of private industries and government to the Nation's GDP and the annual flows of goods and services used in the production processes of industries. The Benchmark Input-Output Accounts show how industries interact at detailed levels, specifically, how approximately 500 industries provide input to, and use output from, each other to produce gross domestic product. These accounts provide detailed information on the flows of goods and services that make up the production processes of industries. The Quarterly GDP by Industry Accounts provides real-time information on the health and stability of every sector in the U.S. economy. These accounts will provide more timely information on the accelerations, decelerations, and turning points in economic growth at the industry level. Quarterly GDP by Industry statistics is now available within 30 days of BEA's third estimate of quarterly GDP.

Final Disposition	Temporary
Item Status	Withdrawn
Is this item media neutral?	Yes
Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing?	No
GRS or Superseded Authority Citation	N1-375-81-1 / S9 and S14

WITHDRAWN

Disposition Instruction

Cutoff Instruction Cutoff at the end of calendar year in which the record was created.

Retention Period Destroy 5 year(s) after cutoff

Additional Information

GAO Approval Not Required

SATELLITE ACCOUNTS

Disposition Authority Number DAA-0375-2015-0002-0003

The files includes work files (MS Word, Excel and may also include SQL files or Access database files) used to prepare the estimates for electronic loading into our database processing system. Satellite accounts provide a greater detail than in the U.S. economic accounts and allow analysis of a particular aspect of the economy. Satellite accounts are supplementary estimates that do not change the official U.S. economic accounts. BEA's Travel and Tourism Satellite Account (TTSA) provides the most comprehensive and timely picture of direct and indirect sales made in tourism-related industries and their role in the U.S. economy. The Arts and Cultural Production Satellite Account (ACPSA) is the latest in a series of BEA satellite accounts and provides national estimates on select arts and cultural commodities and industries, including nominal industry output, direct and indirect employment, compensation of employees and "value added" by industry.

Final Disposition Temporary

Item Status Withdrawn

Is this item media neutral? Yes

Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing? No

Disposition Instruction

Cutoff Instruction Cutoff at the end of calendar year in which the record was created.

Retention Period Destroy 5 year(s) after cutoff

Additional Information

GAO Approval Not Required

INDUSTRY-DETAIL PRODUCTION ACCOUNT

Disposition Authority Number DAA-0375-2015-0002-0004

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The files include work files (MS Word, Excel and may also include SQL files or Access database files) used to prepare the estimates for electronic loading into our database processing system. The rapidly changing structure of the U.S. economy reinforced the need for an up-to-date decomposition of aggregate GDP to industry-level sources of growth. In response, BEA and the Bureau of Labor Statistics collaborated to introduce an integrated industry-level production account for the United States, spanning the years 1998-2010 (Fleck, Rosenthal, Russell, Strassner, & Usher, 2013). The integrated industry-level production account was recently updated through 2012 in order to incorporate the results and methodological changes of the 2013 comprehensive revision of the U.S. national income and product accounts, the 2007 benchmark input-output account, and the times series of integrated GDP by industry and annual input-output accounts for the U.S. These estimates enabled BEA to trace the sources of U.S. economic growth and productivity, and provided new estimates of the contributions of expanded investments in intangible capital—intellectual property products, including research and development and entertainment, artistic, and literary originals.

Final Disposition Temporary

Item Status Withdrawn

Is this item media neutral? Yes

Do any of the records covered by this item currently exist in electronic format(s) other than email and word processing? No

GRS or Superseded Authority Citation N1-375-81-1 / S24 and S25

Disposition Instruction

Cutoff Instruction Cutoff at the end of the calendar year in which the record was created.

Retention Period Destroy 5 year(s) after cutoff

Additional Information

GAO Approval Not Required

METHODOLOGY/SUBJECT FILE

Disposition Authority Number DAA-0375-2015-0002-0005

The files (Concepts and Methods of the U.S. Input-Output Accounts, Measuring the Nation's Economy: An Industry Perspective- a primer on BEA's Industry Accounts, United Nations Input-Output Primer) consist of documentation of the concepts, principles, techniques and procedures for selecting, adjusting and analyzing data to derive industry-detail statistics. Files may include memoranda, technical notes,

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spreadsheets, data system documentation, printouts, copies of articles and other working papers.

Final Disposition Temporary

Item Status Withdrawn

Is this item media neutral? Yes

Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing? No

GRS or Superseded Authority Citation N1-375-81-1 / S33

Disposition Instruction

Cutoff Instruction Cutoff at the end of the calendar year in which the record was created.

Retention Period Destroy when no longer needed for agency business. Any changes in methodology are published in the Survey of Current Business (N1-375-11-1 / Item 3b).

Additional Information

GAO Approval Not Required

SPECIAL TABULATIONS

Disposition Authority Number DAA-0375-2015-0002-0006

The files contain copies of printed or processed materials, computer printouts and CDs collected from other government agencies ("company-establishment matrix" and Annual Survey of Manufactures from the Census Bureau, Quarterly Census of Employment and Wages from the Bureau of Labor Statistics) and the private sector. Selected data, such as "secondary products matrix" from the Census Bureau, are compiled or extracted for analyses to support official publications. An example from private sector is Freight Commodity Statistics purchased from the Association of American Railroads. The analysts use these estimates as a proxy to determine the rail margin distribution across commodities in U.S. industries.

Final Disposition Temporary

Item Status Withdrawn

Is this item media neutral? Yes

Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing? No

Disposition Instruction

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Cutoff Instruction	Cutoff at the end of the calendar year in which the record was created.
Retention Period	Destroy 5 year(s) after cutoff
Additional Information	
GAO Approval	Not Required

WITHDRAWN

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 in this schedule are not now needed for the business of the agency or will not be needed after the retention periods specified.

Signatory Information

Date	Action	By	Title	Organization
04/01/2015	Certify	James Murphy	Records Manager	Bureau of Economic Analysis - Administrative Services Division
05/08/2015	Return for Revision	Jessica Blessman	Appraisal Archivist	National Archives and Records Administration - Records Management Services
06/09/2015	Submit For Certification	James Murphy	Records Manager	Bureau of Economic Analysis - Administrative Services Division
06/09/2015	Certify	James Murphy	Records Manager	Bureau of Economic Analysis - Administrative Services Division
12/07/2015	Return Without Action	Jessica Blessman	Appraisal Archivist	National Archives and Records Administration - Records Management Services