

ACTIVE ITEMS. These items, unless subsequently superseded, may be used by the agency to disposition records. It is the responsibility of the user to verify the items are still active.

INACTIVE ITEMS. These items may no longer be used to disposition records.

They are superseded or obsolete. References to more recent schedules are provided below as a courtesy. Some items may be annotated on the schedule.

NA ITEMS. These items have no applicable status (active or inactive). These items cannot be used for disposition.

For example, not applicable items were filing instructions, describe non-records, pointed to another disposition authority, listed as "reserved", were lined off and not approved at the time of scheduling or had an instruction of "disposition not approved".

(P) Permanent - item with permanent disposition

(T) Temporary - item with temporary disposition

ITEM	STATUS	WHY INACTIVE
A1	P Inactive	System is obsolete. All records transferred: LTI-0436-2008-0004, NAID: 635152
A2a	N/A	Scheduled under AFT RCS 101, item 182A/ See NC1-436-83-01/180a which was superseded by DAA-0436-2012-0009-0001
A2b	T Inactive	System is obsolete
A3	T Inactive	System is obsolete
A4	P Inactive	System is obsolete. All records transferred; LTI-0436-2008-0004, NAID: 635152
B1	P Active	
B2a	T Inactive	Scheduled under AFT RCS 101, item 182A/See NC1-436-83-01/180a which was superseded by DAA-0436-2012-0009-0001
B2b	T Inactive	All records have been dispositioned. Microfilm is no long being created.
B3	T Inactive	System is obsolete
B4	P Inactive	Superseded by GRS 3.1/050 (DAA-GRS-2013-0005-0002)

REQUEST FOR RECORDS DISPOSITION AUTHORITY

(See Instructions on reverse)

TO: NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIRA)
WASHINGTON, DC 20408

1. FROM (Agency or establishment)

Bureau of Alcohol, Tobacco and Firearms

2. MAJOR SUBDIVISION

Office of Regulatory Enforcement

3. MINOR SUBDIVISION

Firearms and Explosives Imports Branch

4. NAME OF PERSON WITH WHOM TO CONFER 5. TELEPHONE

Yvonne Spear

927-7776

DO NOT WRITE IN THESE SPACES (NARA use only)

JOB NUMBER

NI-436-96-3

DATE RECEIVED

4-15-96

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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.

DATE

ARCHIVIST OF THE UNITED STATES

1-10-97

John W. Carl

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 1 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

SIGNATURE OF AGENCY REPRESENTATIVE

TITLE

3/22/96 *Frank Brewen*

for ATF 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	RCS 301, Item 56, XXXXXX (See attached sheet) Weapons, Application, and Importations Tracking System (WAITS), and Firearms and Explosives Imports System (FEIS).		

JAN 23 1997 *MMH* Copy to: Agency, NURE
NWD, NURE

Bureau of Alcohol, Tobacco and Firearms
Office of Regulatory Enforcement
Firearms and Explosives Imports Branch

8. DESCRIPTION OF ITEM AND DISPO.

GRS/JOB
CITE

ACTION
NARA

RCS 301, Item 56.

These tracking systems contain information from Forms 6 and 6A for all firearms, ammunition, and implements of war that were imported/denied into the United States.

A. Weapons, Application, and Importation Tracking System (WAITS).

1. Master Files (Electronic). Records dated 1988 to 1994.

DISPOSITION. PERMANENT. Transfer tapes to the National Archives immediately.

2. Inputs.

a. ATF F 6 Pts 1 and 2 (5330.3A and B), Application and Permit for Importation of Firearms, Ammunition and Implements of War; ATF F 6A (5330.3C), Release and Receipt of Imported Firearms.

DISPOSITION. Items already scheduled under ATF RCS 101, Item 182A.

b. Microfilm Copies.

DISPOSITION. Destroy when no longer needed for tracking purposes.

3. Outputs. Yearly Report of Imported Firearms. Paper records that are requested randomly by Treasury Department and agents.

DISPOSITION. Destroy after all administrative needs have ended.

Bureau of Alcohol, Tobacco and Firearms
Office of Regulatory Enforcement
Firearms and Explosives Imports Branch

4. System Documentation. Record Layout and Codebook. Less than 1/2 cu. ft. paper records.

DISPOSITION. PERMANENT. TRANSFER A COPY TO THE NATIONAL ARCHIVES IMMEDIATELY WITH MASTER FILE.

B. Firearms and Explosives Imports System (FEIS)

1. Master File (Electronic). Records dated 1994 to present.

DISPOSITION. PERMANENT. Cutoff every 5 years and transfer previous years tapes to the National Archives.

2. Inputs.

a. ATF F 6 Pts 1 and 2 (5330.3A and B), Application and Permit for Importation of Firearms, Ammunition and Implements of War; ATF F 6A (5330.3C), Release and Receipt of Imported Firearms.

DISPOSITION. Items already scheduled Under ATF RCS 101, Item 182A.

b. Microfilm Copies.

DISPOSITION. Destroy when no longer needed for tracking purposes.

3. Outputs. Yearly Report of Imported Firearms. Paper records that are requested randomly by Treasury Department and agents.

DISPOSITION. Destroy after all administrative needs have ended.

4. System Documentation. Record Layout and Codebook. Less than 1/2 cu. ft.

DISPOSITION. PERMANENT. Transfer a copy to the National Archives with master file. Transfer updates and changes with subsequent transfer of dataset.