

REQUEST FOR RECORDS DISPOSITION AUTHORITY

JOB NUMBER *NI-257-00-2*

To: NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR)
WASHINGTON, DC 20408

DATE RECEIVED *12/8/99*

FROM (Agency or establishment) U. S. Department of Labor

NOTIFICATION TO AGENCY

2. MAJOR SUBDIVISION Bureau of Labor Statistics

3. MINOR SUBDIVISION International Price Programs

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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.

4. NAME OF PERSON WITH WHOM TO CONFER
Robert Frumkin

5. TELEPHONE
202 691-7106

DATE

ARCHIVIST OF THE UNITED STATES

4-12-00 *John W. Paul*

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 12/3/99

SIGNATURE OF AGENCY REPRESENTATIVE

Karen H. Humley

TITLE: Chief, Branch of Records Management and General Services

7. Item No.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
1.	International Price Programs <u>Export and Import Prices Company File</u> <u>Retention Period:</u> Destroy when no longer needed for current business	257-85-2 Item #21	
2.	* <u>IPP Export-Import Repricing Schedules Files</u> <u>Retention Period:</u> Confidential data - destroy when 6 months old or when no longer necessary for current business.	257-85-2 Item *59	
3.	* <u>VISTA Printouts from the VISTA repricing system.</u> System prints out individual screens as well as reports. Generally use during monthly repricing process: Item listings, fax schedules, data not collected reports, reporter <i>see attached new schedule approved via e-mail 12/23/99</i>		

BT 4/14/00 agency

International Price Programs (IPP) Records

1. Export and Import Prices Company Files. Records submitted by BLS field economists containing information about U.S. companies and their import and export pricing data. Records are submitted when company and price related information is gathered as a result of sampling and regional review. (N1-257-85-2/item 21)

- A. Textual Records, 1996-1998: These records are no longer created in textual format.

TEMPORARY: Destroy immediately upon approval of this schedule.

- B. Electronic records, 1999-present

TEMPORARY: Delete after data is verified and transferred to the IPP database.

2. Export-Import Repricing Schedules Files: Price related information concerning goods and services submitted monthly by importing and exporting companies. (N1-257-85-2/item 59)

TEMPORARY: Cut off at end of each month. Destroy 6 months after cut off.

3. Outputs containing importing-exporting data produced from monthly price related data extracted from the IPP database and used for reference by IPP analysts.

- A. Textual printouts

TEMPORARY: Destroy when no longer needed for reference.

- B. Computer screens

TEMPORARY: Clear screen when no longer needed for reference.