

| REQUEST FOR RECORDS DISPOSITION AUTHORITY (See Instructions on reverse) | | LEAVE BLANK (NARA use only) | |
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| TO: NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) WASHINGTON, DC 20408 | | JOB NUMBER N1-317-92-1 | DATE RECEIVED 6/3/92 |
| 1. FROM (Agency or establishment) U.S. Department of Labor | | 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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.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 Pension and Welfare Benefits Administration | | | |
| 3. MINOR SUBDIVISION Office of Program Services | | | |
| 4. NAME OF PERSON WITH WHOM TO CONFER Pamela Rhodes <i>Pamela Rhodes</i> | 5. TELEPHONE 523-6471 | DATE 9/25/92 | ARCHIVIST OF THE UNITED STATES <i>James W. Moore</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 <u>1</u> 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, <input checked="" type="checkbox"/> is not required; <input type="checkbox"/> is attached; or <input type="checkbox"/> has been requested. | | | |
| DATE 5-29-92 | SIGNATURE OF AGENCY REPRESENTATIVE <i>Kenneth A. Mills</i> | TITLE Departmental Records Officer | |
| 7. ITEM NO. | 8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION | 9. GRS OR SUPERSEDED JOB CITATION | 10. ACTION TAKEN (NARA USE ONLY) |
| | The Pension and Welfare Benefits Administration (PWBA) provides for the administration and enforcement of the Employee Retirement Income Security Act of 1974 (ERISA), approved September 2, 1974 (88 Stat. 829; 29 U.S.C. 1001 note). The Act is administered by the Department of Labor (DOL), the Department of Treasury Internal Revenue Service (IRS), and the Pension Benefit Guaranty Corporation (PBGC). ERISA requires administrators or sponsors of private pension and welfare plans to file descriptions of those plans with DOL/PWBA; to provide plan participants with easily understandable summaries of plans; and to report annually on the financial operations of the plans and the person(s) responsible for the handling of plan funds and assets. | | |
| <i>Copies sent to agency, NCF 9/30/92</i> | | | |

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| 1. | <p><u>Annual Reports.</u> Form 5500, 5500-C, 5500-R and Schedules A, B, and C (Form 5500), and supporting documents including accountants' reports, financial statements, footnotes and actuaries' reports. These reports are filed with IRS annually by any administrator or sponsor of an employee pension benefit plan in conformance with applicable reporting and disclosure requirements of the Employee Retirement Income Security Act (ERISA).</p> <p><u>Dispositions</u></p> <p>a. <u>Originals (paper copy).</u> IRS receives and maintains originals of these annual reports (Form 5500 series). See IRS RECORDS Control Schedule No. 206, Item 122.</p> <p>b. <u>DOL working papers.</u></p> <p>(1) <u>Active Plans.</u> Retire to Federal Records Center when two(2) years old. Destroy when ten(10₆) years old.</p> <p>(2) <u>Terminated Plans.</u> Remove from file three(3) years after receipt of termination report, destroy when ten(10₆) years old.</p> <p>(3) <u>Merged Plans.</u> Remove from file three years after receipt of merged report, then destroy.</p> <p><i>* the agency concurs by phone with the change in retention periods.</i></p> | <p>NCI-317-85-3 Item 1</p> <p style="text-align: right;">* OS 6/10/92</p> | |