INACTIVE - ALL ITEMS SUPERSEDED OR OBSOLETE

Schedule Number: N1-053-02-007

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 Items are either obsolete or have been superseded by newer NARA approved records schedules.

Description:

This schedule is superseded by N1-053-06-005 items 10, 13, 29, and 45, and N1-053-06-004 item 51

Date Reported: 8/2/2019
REQUEST FOR RECORDS DISPOSITION AUTHORITY

(See Instructions on reverse)

NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR)

1  FROM (Agency or establishment)
   BUREAU OF THE PUBLIC DEBT

2  MAJOR SUBDIVISION
   SECURITIES OPERATIONS

3  MINOR SUBDIVISION
   DIVISION OF ACCOUNTING SERVICES

4  NAME OF PERSON WITH WHOM TO CONFER
   Ronda Blake

5  TELEPHONE
   (304) 480-6019

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
   11/22/02

   SIGNATURE OF AGENCY REPRESENTATIVE
   Vicki Thorpe

   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9  GRS OR SUPERSEDED JOB CITATION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)

See the Attached Sheets

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LEAVE BLANK (NARA use only)

JOB NUMBER
W1-053-02-7

DATE RECEIVED
2-6-2002

NOTIFICATION TO AGENCY

In accordance with provisions of 44 USC 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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.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
11/22/02

J.W. Carroll

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PREVIOUS EDITION NOT USABLE

STANDARD FORM 115 (REV. 3-91)

Year}

Prescribed by NARA
36 CFR 1228
<table>
<thead>
<tr>
<th>ITEM NO</th>
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<th>GRS OR SUPERSEDED JOB CITATION</th>
<th>ACTION TAKEN (NARA USE ONLY)</th>
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</table>
| N1-53-02-07-0001 | Title: FEDTAX  
Title Memo: These are reports used to substantiate payments made to the Internal Revenue Service for backup and foreign withholding taxes that were withheld from investors’ interest and principal payments. The reports include, but are not limited to, PARS encoding sheets, system reports, and FEDTAX reports. |                                |                              |
|               | Form Number:  
Computer System:  
Retention Years:  
Retention Description: Temporary.  
Cut off annually  
Destroy 7 years after cut off. |                                |                              |
|               | Form Series:  
Cost Code: 69700  
Retention Months: 0  
Vital Records: |                              |                              |
| N1-53-02-07-0002 | Title: Electronic Site (T8) Cancellations  
Title Memo. These are various forms of requests received in the Marketable Assistance Branch from TreasuryDirect account holders requesting that previously purchased tenders be cancelled from their accounts. The information is forwarded to the Marketable Securities Accounting Branch and includes, but is not limited to, account names, addresses, TreasuryDirect account numbers, par amounts, and the date and time the investor made the request. |                                |                              |
|               | Form Number:  
Computer System:  
Retention Years: 7  
Retention Description: Temporary.  
Cut off annually  
Destroy 7 years after cut off. |                                |                              |
|               | Form Series:  
Cost Code: 69700  
Retention Months: 0  
Vital Records: |                              |                              |
| N1-53-02-07-0003 | Title: Electronic Site (T8) Tenders  
Title Memo: These are various batch control sheets and tenders received in the Marketable Assistance Branch from TreasuryDirect account holders for the purchase of Treasury securities. The information is forwarded to the Marketable Securities Accounting Branch where it is entered into investors' TreasuryDirect accounts and includes, but is not limited to, account names, addresses, TreasuryDirect account numbers, par amounts, CUSIPs, and payment information. |                                |                              |
|               | Form Number:  
Computer System:  
Retention Years: 7  
Retention Description: Temporary.  
Cut off annually  
Destroy 7 years after cut off. |                                |                              |
|               | Form Series:  
Cost Code: 69700  
Retention Months: 0  
Vital Records: |                              |                              |
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<tbody>
<tr>
<td>N1-53-02-07-0004</td>
<td><strong>Title: Weekly Analysis Report</strong>&lt;br&gt;&lt;br&gt;Title Memo: These are Lotus documents that are prepared weekly using system reports from <em>TreasuryDirect</em>. The Weekly Analysis Reports include, but are not limited to, quantity, amount, and par amount of matured securities, redemptions, reinvestment discounts, reinvestment rates, and interest for bills, notes, and bonds. This report is used in conjunction with another report prepared within the Office of Security Operations to supply statistical information to upper management.</td>
<td></td>
</tr>
<tr>
<td>Form Number: Nl - 53-02-07-0004</td>
<td>Form Series:</td>
<td>Restrictions: R</td>
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<tr>
<td>Retention Years: 7</td>
<td>Retention Months: 0</td>
<td>Vital Records: ☐</td>
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<td>Retention Description: Temporary. Cut off annually. Destroy 7 years after cut off.</td>
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<td></td>
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<tr>
<td>N1-53-02-07-0005</td>
<td><strong>Title: Miscellaneous Logs</strong>&lt;br&gt;&lt;br&gt;Title Memo: Miscellaneous logs are used to record work coming into the branch. These logs document and track the work being processed as it flows through the branch. These logs include, but are not limited to, Accounting Adjustment Logs, Electronic Site (T8) Batch Number Logs, FEDLINE Automated Auction Logs, FEDLINE Wire Logs, Issue Batch Control Logs, TAAPSLnk Auction Logs, Voucher Logs, and Wire Transfer Logs.</td>
<td></td>
</tr>
<tr>
<td>Form Number: N1-53-02-07-0005</td>
<td>Form Series:</td>
<td>Restrictions: R</td>
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<td>Computer System:</td>
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<td>N1-53-02-07-0006</td>
<td><strong>Title: REGII Inventory Reports</strong>&lt;br&gt;&lt;br&gt;Title Memo: These are reports that are generated by the Registered Accounts System II, which are used to record the issuance of registered securities and track the inventory of unsued securities. The reports include, but are not limited to, Daily Automated Definitive Issues Activity and Definitive Stock Inventory Reports.</td>
<td></td>
</tr>
<tr>
<td>Form Number: N1-53-02-07-0006</td>
<td>Form Series:</td>
<td>Restrictions: NONE</td>
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<td>Computer System:</td>
<td>Cost Code: 69700</td>
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<tr>
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<td>Retention Months: 0</td>
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<td>GRS or Superseated Job Citation</td>
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| N1-53-02-07-0007 | Title: PARS Reports  
Title Memo: Various reports are generated by the PARS system, which are used to verify that information entered into the system was entered correctly. These reports include, but are not limited to, Batches Purged, PARS Exception Report, and Terminal Entry Report. | | |
| | Form Number:  
Computer System: PARS  
Retention Years: 7  
Retention Description: Temporary. Cut off annually Destroy 7 years after cut off. | | |
| N1-53-01-07-0008 | Title: Daily PARS Exception Reports R/E 132  
Title Memo: The Daily PARS reports show various discrepancies related to reporting accrual savings bond Transaction activity to PARS for reporting entity 132. The reports are used to reconcile and correct errors. These reports include, but are not limited to: USSB Transfer Match Exceptions (PARS PDP2934), Financial Verification Errors-Financial Negative Balance (PDP2702), Input Errors (PDP2900), Month-End Account Verification-Unbalanced (PDP2940), and Non-Cash Transactions Errors (PDP2933). | | |
| | Form Number:  
Computer System: PARS  
Retention Years: 4  
Retention Description: Temporary. Cut off daily Destroy 4 years after cut off. | | |
| N1-53-01-07-0009 | Title: Daily PARS Exception Report R/E 133  
Title Memo: The Daily PARS Exception Reports show discrepant transactions reported to PARS for reporting entity 133. The reports are used to identify and research errors. Documents include, but are not limited to: Financial Verification Errors US Savings Stamps (PDP2920), Noncash Transaction Errors (PDP2933), Financial Verification Errors Miscellaneous Transfer Match (PDP2936), and Month-End Verification (PDP2940). | | |
| | Form Number:  
Computer System: PARS  
Retention Years: 4  
Retention Description: Temporary. Cut off daily Destroy 4 years after cut off. | | |
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| N1-53-01-07-0010 | Title: Daily PARS Data Entry Detail Reports (Batch Activity) R/E 133  
Title Memo. The Daily PARS Data Entry Detail Report shows Transactions that are manually entered to PARS for reporting entity 133. The report, which includes, but is not limited to, the PARS Data Entry Detail Report (Batch Activity-PDP2384) is used to identify and research errors.  
Form Number:  
Computer System: PARS  
Retention Years: 4  
Retention Description: Temporary  
Cut off daily. Destroy 4 years after cut off. | | |