

**REQUEST FOR RECORDS DISPOSITION AUTHORITY**  
 (See Instructions on reverse)

NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR)  
 WASHINGTON DC 20408

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

2 MAJOR SUBDIVISION Div of Administrative Services

3 MINOR SUBDIVISION Security Branch

4 NAME OF PERSON WITH WHOM TO CONFER **Robert Konz**

5 TELEPHONE **(304) 480-6601**

LEAVE BLANK (NARA use only)

JOB NUMBER **NI-053-03-10**

DATE RECEIVED **4/23/03**

NOTIFICATION TO AGENCY

In accordance with 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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10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 **9-25-03** ARCHIVIST OF THE UNITED STATES *[Signature]*

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 **4/15/03** SIGNATURE OF AGENCY REPRESENTATIVE **Vicki Thorpe** *[Signature]* 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7 ITEM NO	8 DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARA USE ONLY)
	<p><b>See the Attached Sheets</b></p> <p><i>CC Agency NWMLWA</i></p>		

## REQUEST FOR RECORDS DISPOSITION AUTHORITY

For the Bureau of the Public Debt March 26, 2003

7. ITEM NO	8 DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARA USE ONLY)
N1-53-03-I-0001	<p data-bbox="258 268 529 300">Title: Surveillance Tapes</p> <p data-bbox="258 331 1241 447">Title Memo: These are video and digital tapes of exterior building surrounding areas and interior entrance areas. The buildings are work places for Public Debts employees and warehouse facilities. The images are taken with time laps recorders for 24 hours, 365 days. The digital images are recorded at 15 frames per second.</p> <p data-bbox="258 457 1241 510">Restrictions: 31 CRF Part 2                      Cost Code: 360 Retention Years: 0                                  Retention Months: 1                      Vital Records: <input type="checkbox"/></p> <p data-bbox="258 541 1241 604">Retention Description: Temporary. Delete images and recycle tapes 30 days after competing the 24 hour recording.</p>		