

<b>REQUEST FOR RECORDS DISPOSITION AUTHORITY</b> (See instructions on separate page)		LEAVE BLANK (NARA use only)	
TO: NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) WASHINGTON, DC 20408		JOB NUMBER 71-056-01-1	DATE RECEIVED 9-28-2000
1. FROM (Agency or establishment) Department of the Treasury		NOTIFICATION TO AGENCY	
2. MAJOR SUBDIVISION Under Secretary (Domestic Finance)		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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.	
3. MINOR SUBDIVISION Office of Market Finance			
4. NAME OF PERSON WITH WHOM TO CONFER Steve W. Milline	5. TELEPHONE (202) 622-0790	DATE	ARCHIVIST OF THE UNITED STATES <b>WITHDRAWN</b>

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 9/29/00	SIGNATURE OF AGENCY REPRESENTATIVE <i>Steve W. Milline</i>	TITLE Chief, Records Mgt and Resources Branch
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7. ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
	See attached list.		

**WITHDRAWN**

To: Evans

<b>REQUEST FOR RECORDS DISPOSITION AUTHORITY</b> (See Instructions on reverse)		<b>LEAVE BLANK (NARA use only)</b>	
TO: NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) WASHINGTON, DC 20408		JOB NUMBER N1-56-01-1	DATE RECEIVED 9/28/2000
1. FROM (Agency or establishment) Department of the Treasury		NOTIFICATION TO AGENCY	
2. MAJOR SUBDIVISION Under Secretary (Domestic Finance)		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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.	
3. MINOR SUBDIVISION Office of Market Finance			
4. NAME OF PERSON WITH WHOM TO CONFER Veronica Marco	5. TELEPHONE 622-2477	DATE	ARCHIVED FOR THE UNITED STATES <b>WITHDRAWN</b>

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 10/18/2001	SIGNATURE OF AGENCY REPRESENTATIVE <i>Veronica Marco</i>	TITLE Departmental Offices Records Officer
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7. ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
	<p>The Debt Pricing Staff has dual responsibilities for performing research on special projects relating to debt financing techniques and for calculating and reporting all interest rates that are determined by the Secretary of the Treasury and based on prevailing rates for the secondary market. These rate determinations include monthly interest rates for the government's various trust funds, loans to other government agencies, foreign military credits, and rates to be paid on nonmarketable debt such as Series EE savings bonds, special foreign investments in Treasury obligations and nonmarketable Treasury securities sold to state and local governments (SLGS). The Office also has the responsibility for estimating current borrowing costs and preparing all price-yield tables used at Treasury auctions for marketable notes, bonds and bills.</p> <p>The Department of Treasury has committed to maintaining all documents under this schedule in conformance with Court Orders entered in the Cobell litigation, including the Court's Order of August 12, 1999, until the conclusion of the litigation or until the Court or Special Master order otherwise.</p> <p><i>Veronica Marco 10/19/2001</i> Veronica T. Marco, Departmental Offices Records Officer</p> <p><b>WITHDRAWN</b></p>	N1-56-01-1 (09/26/00)	

**Department of the Treasury  
Under Secretary for Domestic Finance  
Office of Market Finance (OMF)**

WITHDRAWN

The Debt Pricing Staff has dual responsibilities for performing research on special projects relating to debt financing techniques and for calculating and reporting all interest rates that are determined by the Secretary of the Treasury and based on prevailing rates in the secondary market. These rate determinations include monthly interest rates for the government's various trust funds, loans to other government agencies, foreign military credits, and rates to be paid on nonmarketable debt such as Series EE savings bonds, special foreign investments in Treasury obligations, and nonmarketable Treasury securities sold to state and local governments (SLGS). The Office also has the responsibility for estimating current borrowing costs and preparing all price-yield tables used at Treasury auctions for marketable notes, bonds and bills.

Processing Bureau of Public Debt requests for securities pricing information.

The Bureau of Public Debt (BPD) sends a fax request to the Department of Treasury, Office of Market Finance. The request is for price information for specific securities, listed on the faxed form. No investors are listed or ever known by OMF. OMF runs a noon quote sheet report from Securities Data System (SDS). A comparison is made between the noon investment list from BPD and identifiers on the SDS noon quote sheet report. Identifiers are maturity date and coupon rate for notes and bonds, or maturity date for bills. Securities for which prices are requested are marked on the noon quote sheet report based on the BPD noon investment request list. The SDS noon quote sheet report shows prices as of the previous night plus a column of noon changes. Current prices (i.e., noon prices) are determined based on the previous day's closing price and the noon change. The noon price for each requested security is manually input into a spreadsheet along with other information. The spreadsheet is printed and faxed to BPD in response to the request.

1. Securities Data System (SDS), Electronic

The SDS is used to produce various interest rates that the Secretary of the Treasury is required to determine as specified in statutes or regulations such as the G Fund, Savings Bonds, state and local government series, and credit reform rates. The information arrives electronically from the Federal Reserve Bank in New York four times daily on all outstanding Treasury securities. The data is transmitted to SDS as a file which is loaded into the system. Once the data is loaded into the system database, the incoming file is deleted approximately one month after verification. Data remains in the database for reference purposes. The reports produced from the database are used for policy and financial decisions for the Department of Treasury supporting Treasury financing proforma, cash raised by Treasury, and redemption of securities or the Treasury portfolio. One of the many reports from SDS is the noon quote sheet report that provides input price data for the noon investment report requested by BPD. The noon investment report is used by BPD as input into the Government Accounting Series (GAS) automated information system.

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a. System Documentation

**Disposition:** Temporary. Maintain for the life of the system, plus three years.

b. Inputs—~~Electronic~~ securities pricing data from the Federal Reserve Bank in New York.

**Disposition:** Temporary. Delete incoming files one month after verification

c. Master File—Securities pricing data.

**Disposition:** Temporary. Delete from system when 10 years old or when no longer needed for reference, whichever is later.

d. Outputs—~~Paper~~ reports

**Disposition:**

- 1.) Record Copy. Send report to appropriate program office. Record copy is schedule within each program office.
- 2.) Reference Backup Copy in OMF. Temporary. Destroy when 3 years old or when no longer needed for reference, whichever is later.

2. Noon Investments Package

The Office of Market Finance receives daily requests from the Bureau of Public Debt (BPD) for securities prices. Several hard copy items are stapled together to form the noon investments package. Those items include original faxed request from BPD, noon quote sheet report from the SDS, price/yield conversion tables, spreadsheet of summary information that is faxed back to BPD, and a cover sheet. BPD maintains the response from Market Finance as an input to the Government Accounting Series (GAS) automated information system. These packages are occasionally referenced at Market Finance within a few days of creation, but rarely more than a month after creation.

**Disposition:** Temporary. Destroy when three years old.

3. Electronic Mail and Word Processing System Copies

Electronic copies of records that are created on electronic mail and word processing systems and used solely to generate a recordkeeping copy of the records covered by the other items in this schedule. Also includes electronic copies of records created on electronic mail and word processing systems that are maintained for updating, revision, or dissemination.

- a. Copies that have no further administrative value after the recordkeeping copy is made. Includes copies maintained by individuals in personal files, personal electronic mail directories, or other personal directories on hard disk or network drives, and copies on shared network drives that are used only to produce the recordkeeping copy.

**Disposition:** Temporary. Destroy/delete within 180 days after the recordkeeping copy has been produced.

*This item is media neutral - Per 7/12/13 email. JH*

*Per 7/12/13 email. JH*

WITHDRAWN

b. Copies used for dissemination, revision, or updating that are maintained in addition to the recordkeeping copy.

**Disposition:** Temporary. Destroy/delete when dissemination, revision, or updating is completed.

Per 1/12/13  
email.  
JG

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