

REQUEST FOR RECORDS DISPOSITION AUTHORITY (See Instructions on reverse)		LEAVE BLANK (NARA use only)	
		JOB NUMBER 01-56-69-3	
TO: NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NWML) 8601 ADELPHI ROAD, COLLEGE PARK, MD 20740-6001		DATE RECEIVED 4/27/09	
1. FROM (Agency or establishment) Department of the Treasury		NOTIFICATION TO AGENCY	
2. MAJOR SUBDIVISION Departmental Offices		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request, including amendments, is approved except for items that may be marked "disposition not approval" or "withdrawn" in column 10	
3. MINOR SUBDIVISION Office of Development and Debt Policy			
4. NAME OF PERSON WITH WHOM TO CONFER Evangela C. Wimbush-Jeffrey		202-622-6120	DATE 6/2/09
			ARCHIVIST OF THE UNITED STATES Adrienne Thomas
5. 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>3</u> pages(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 type="checkbox"/> is not required, <input type="checkbox"/> is attached; or <input type="checkbox"/> has been requested			
DATE 6/2/2009	SIGNATURE OF AGENCY REPRESENTATIVE <i>Evangela C. Wimbush-Jeffrey</i>		TITLE Do Records Officer
7. ITEM NO.	8. DESCRIPTION OF ITEM OF PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
	Foreign Credit Reporting System (FCRS) Background: FCRS satisfies a legal requirement imposed by Congress but it is also an important means by which the Federal Government satisfies domestic and international obligations and accomplishes policy objectives. The list of obligations satisfied by FCRS includes the USG commitment to provide up-to-date foreign credit information to international organizations such as the International Bank for Reconstruction and Development (IBRD), Organization for Economic Co-operation and Development's (OECD), Bureau of Industry and Security (BIS), Discretionary Access Control (DAC), and the Paris Club. On the domestic side, FCRS provides a means to inform citizens about USG operations with non-residents. FCRS will, in coming years, provide improved information for financial management purposes. It is the only comprehensive data system that brings together concepts related to country risk and the loss experience of all important agency lenders. FCRS will also provide the factual basis that will allow the Treasury to retain leadership in international debt policy. Without the information administered using FCRS, informed bilateral and multilateral debt reduction would be impossible.		

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Description:

The Foreign Credit Reporting System (FCRS) is a web-based computer system designed to collect, edit, and report the financial condition and operation of U S Government Agencies that engage in foreign lending or other transactions that create foreign indebtedness to (or contingent liabilities of) the U S. Government.

System data is used to assess the effectiveness of bilateral programs, justify budgets, assess political risks and formulate international financial policy It is used by decision-makers requiring access to current and accurate foreign credit data It supports the Treasury staff, several government agencies and Congress.

A. Inputs:

The data for FCRS is submitted using a web based application. The format for each of the 7 forms is defined in the TFM 2-4500 Appendix 1

Disposition Temporary Destroy when 15 years old or when no longer needed for audit or operational purposes, whichever is sooner

GRS 20

B. System Data:

The information collected and processed by the FCRS is fully described in Part 2 chapter 4500 of the Treasury Financial Manual. The information collection applies to all departments and agencies of the executive branch of the U S Government including U S Government corporations. The information is collected quarterly and pertains to any contract that extends credit, insurance, or guarantees to a foreign person or entity. The scope of the information collected on each contract includes a detailed description of the contract terms, history of any transactions associated with the contract, the current status of the contract with respect to cumulative flows and amounts outstanding, and finally a forecast of payment flows where this concept is appropriate

Reliable information in the FCRS system dates from 2003 and also includes some information from earlier periods that has proven difficult to verify

Disposition: Permanent Cutoff at the end of calendar year Transfer to NARA 10 years after cutoff

C. Outputs:

The FCRS software produces administrative information necessary to enforce edit standards and economic information compiled from the data All output is directed to client computers and displayed Screen prints are supported.

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FCRS reports economic data through an integrated off the shelf product called BRIO Security settings control the extent of access to production data but in principle a user with the correct kind of software license and user account can design and run reports that include any and all information stored in the database.

FCRS clients outside the debt policy office at Treasury typically use the Executive Information System (BRIO) to extract data in aggregate format from the production database This approach requires very little training, satisfies most data needs and avoids computational effort Some users require access beyond what is feasible using BRIO. We have several clients that regularly extract all records submitted for the most recent reporting date and special routines have been developed to facilitate transfer of information to the Bureau of Economic Analysis and the Agency for International Development. Within our division, there are several specialized applications designed to do budget scoring and extract data for an annual report to Congress These routines address the SQL server directly.

~~1) Hard copy printouts created to meet ad hoc business needs (GRS 20 Item 16)~~

~~Printouts derived from electronic records created on an ad hoc basis for reference purposes or to meet day-to-day business needs.~~

~~**Disposition:** TEMPORARY. Destroy when the agency determines that they are no longer needed for administrative, legal, audit, or other operational purposes, provided the printouts do not contain substantive information, such as substantive annotations, that is not included in the electronic~~

~~records~~

~~2) Official reports and printouts that contain substantive information~~

~~**Disposition:** PERMANENT. Cut off every 5 years Transfer to National Archives 20 years after cutoff (see N1-56-03-10, item 6)~~

~~**D. System Documentation:**~~

~~Each successive release of the FCRS system is documented with a statement that the change was the result of a defect fix or a set of requested enhancements~~

~~1. File specifications, codebooks, record layouts, and user guides.~~

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~~Disposition: Permanent. Retire to Washington National
Records Center after 5 years or when no longer needed
Transfer to NARA after 10 years~~ GRS 22

2. All other supporting materials

~~Disposition: TEMPORARY Delete/destroy when
superseded or 5 years after the system is terminated,
whichever is sooner~~ GRS 20 + 24