

REQUEST FOR RECORDS DISPOSITION AUTHORITY		JOB NUMBER <i>71-104-03-2</i>	
To NATIONAL ARCHIVES and RECORDS ADMINISTRATION 8601 ADELPHI ROAD COLLEGE PARK, MD 20740-6001		Date Received <i>5-19-2003</i>	
1 FROM (Agency or establishment) Department of the Treasury		NOTIFICATION TO AGENCY	
2 MAJOR SUBDIVISION United States Mint		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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10	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 Documentation and Programs Division			
4 NAME OF PERSON WITH WHOM TO CONFER George F. Bamford	5 TELEPHONE 202-772-7306	DATE 10-1-03	ARCHIVIST OF THE UNITED STATES <i>John W. Carl</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 of 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 5/9/2003	SIGNATURE OF AGENCY REPRESENTATIVE <i>George F. Bamford</i>		TITLE Records Management Officer
7 ITEM NO	8 DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARA USE ONLY)

Financial Management
(SEE ATTACHED)

7 ITEM NO	8 DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARA USE ONLY)
Financial Management Records pertaining to disbursement and collection activities and the maintenance, control, and accountability of agency finances			

1 Financial Operations Reports

Reports of Mint Operations submitted to Congress, OMB, and Treasury created using financial and programmatic information submitted by all Mint SBUs. Includes reports such as the Public Enterprise Fund Report containing information regarding the impact of the economy on Mint operations and the revolving fund revenue, Treasury general fund deposits, capital investment changes, performance measures, and update on Mint activities

a. Official Copy

PERMANENT Cut-off at the end of the Calendar Year in which the report is completed. Retire to FRC 5 years after cut-off. Transfer to NARA 20 years after cut-off

b. Electronic versions created by E-mail or Word Processing Applications.

TEMPORARY Cut-off when file copy is generated and no longer needed for reference and updating. Destroy immediately upon cut-off