

INACTIVE - ALL ITEMS SUPERSEDED OR OBSOLETE

Schedule Number: N1-104-03-007

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 Items are either obsolete or have been superseded by newer NARA approved records schedules.

Description:

According to the agency, this schedule is no longer active because beginning in September 2017, all United States Mint locations changed how workers' compensation claim forms are filed. Any Mint employee who experiences an injury or illness they believe to be directly related to their Federal employment, will need to use the Department of Labor's (DOL) webpage, Employees' Compensation Operations & Management Portal (ECOMP), to file electronic claim forms. Per U.S. Mint's HR, the 2017 records were migrated to the new system, which belongs to the Department of Labor.

Date Reported: 4/7/2020

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REQUEST FOR RECORDS DISPOSITION AUTHORITY		JOB NUMBER <i>71-104-03-7</i>	
To NATIONAL ARCHIVES and RECORDS ADMINISTRATION 8601 ADELPHI ROAD COLLEGE PARK, MD 20740-6001		Date Received <i>6-5-2003</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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.	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 <i>March 2003</i>	ARCHIVIST OF THE UNITED STATES <i>Larry Bellard Acting Archivist of the U.S.</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 <i>5/19/2003</i>	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7 ITEM NO	8 DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARA USE ONLY)

Electronic Information Systems Unemployment Compensation Processing System
(SEE ATTACHED)

cc Agency, NWMLA, KR

7 ITEM NO	8 DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARA USE ONLY)
Electronic Information Systems Records related to Electronic Information Systems, including the inputs, outputs, data within the system, and system documentation			

1 **Unemployment Compensation Processing System**

System used to process unemployment compensation claims

a. **System Content:**

Data regarding unemployment compensation claims.

TEMPORARY Cut-off data annually Delete 3 years after cut-off

b. **System Input:**

Claimant/Employer Separation Statement on form DC DOES.

TEMPORARY

c. **System Output:**

Ad Hoc Reports

TEMPORARY Cut-off when no longer needed for reference Destroy immediately upon cut-off

d. **System Documentation:**

Requirements specifications, requirements analyses, design documents, programming specifications, tests plans, source code, data systems specifications, file specifications, records layouts, data dictionaries, output specifications, final reports, user guides and training documents produced in the course of developing, enhancing, maintaining and supporting Mint program systems. Such documentation is essential to the continuing operation of systems.

TEMPORARY Cut-off when the system documentation becomes obsolete (due to updated documentation or obsolescence of the system) Destroy 6 months after cut-off

→ cutoff annually. Destroy 5 years after cutoff. approved by R.V. 8/29/03

2. 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.

Destroy/delete within 180 days after the recordkeeping copy has been produced.

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

Destroy/delete when dissemination, revision, or updating is completed.



Information System Inventory Form

- | | |
|--|---|
| 1. <i>Name of the System</i> | Unemployment Compensation Processing System
(called "FRICK") |
| 2. <i>System control #</i> | IT-EIS: 21 |
| 3. <i>Agency program supported by the system</i> | Human Resources - Unemployment Compensation Program |
| 4. <i>Purpose of the system</i> | Process unemployment compensation claims. |
| 5. <i>Data input and sources</i> | Claimant/Employer Separation Statement on form DC
DOES |
| 6. <i>Major outputs</i> | Ad Hoc Reports |
| 7. <i>Information content</i> | Data regarding unemployment compensation claims. |
| 8. <i>Hardware/software</i> | COTS Product named FRICK |
| 9. <i>System managers</i> | Wanda Wright
801 9th Street NW
Washington, DC 20220
(202) 354-7652 |
| 10. <i>Location of documentation needed to read/understand the files</i> | |
| 11. <i>Restrictions on access and use</i> | Human Resources Only - Privacy Act System of Record |
| 12. <i>Authorized disposition</i> | Unscheduled; Cut-off data annually. Delete 3 years after cut-off. |
| 13. <i>Disposition authority</i> | N/A |
| 14. <i>Location/volume of storage media containing identical information</i> | |
| 15. <i>Person conducting the inventory</i> | George Bamford
801 9th Street
NW Washington, DC 20220
(202) 772-7306 |
| 16. <i>Date prepared</i> | 5/22/02 |