

MASS DATA CHANGE WORKSHEET

This schedule is:  a revision  new  an NC job.

The disposal authority file was updated on 9/22/80

An input code is:  available  not available.

Centers may begin inputting mass data changes on 9/29/80

The code is \_\_\_\_\_ and prints out \_\_\_\_\_.

Applies to RG(s)	Old Authority	New Authority	Old Retention Period	New Retention Period	New Difference in No. of Years (+ or -)	Mass Change	Manual Change
39	COMP1/9/9	NC1/425/80/1/3	retain	disposition not authorized at this time (DNA)			X
39	NC1/425/78/1/387	NC1/425/80/4/1	destroy when final payment has been made	disposition not authorized at this time (DNA)			X
425	RCS/386	NC1/425/80/1/3	permanent	disposition not authorized at this time (DNA)			X
425	NN166/26/9/10	NC1/425/80/4/1	retain	disposition not authorized at this time (DNA)			X
425	NN166/26/5/2	NC1/425/80/4/3	retain	destroy 6 years, 3 months after the trust function to which the records relate ceases to be in effect			X
39&425	NC1/425/78/1/575, NC1/425/78/1/575A & RCS/575A	NC1/425/80/4/3	destroy paper record when micorfilm has been verified and determined to be accurate	destroy 6 years, 3months after the trust function to which the records relate ceases to be in effect			X

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425	RCS/577 & 557A	NC1/425/80/4/4	destroy paper record when microfilm has been verified and determined to be accurate.	destroy 6 years, 3 months after the trust function to which the records relate ceases to be in effect.			X
425	RCS/387	NC1/425/80/4/1	Destroy when final payment has been made.	disposition not authorized at this time (DNA)			X

Rev'd CD 7 Apr 80 HJ

REQUEST FOR RECORDS DISPOSITION AUTHORITY  
(See Instructions on reverse)

LEAVE BLANK	
JOB NO	NC1-425-80-4
DATE RECEIVED	4-9-80
NOTIFICATION TO AGENCY	
In accordance with the provisions of 44 U.S.C. 3303a the disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10	
9-10-80	<i>R. M. May</i>
Date	Archivist of the United States

TO: GENERAL SERVICES ADMINISTRATION,  
NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408

1. FROM (AGENCY OR ESTABLISHMENT)  
Department of the Treasury

2. MAJOR SUBDIVISION  
Bureau of Government Financial Operations

3. MINOR SUBDIVISION

4. NAME OF PERSON WITH WHOM TO CONFER

James O. Varner

5. TEL EXT

566-8711

6. CERTIFICATE OF AGENCY REPRESENTATIVE

I hereby certify that I am authorized to act for this agency in matters pertaining to the disposal of the agency's records; that the records proposed for disposal in this Request of 2 page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified.

A Request for immediate disposal.

B Request for disposal after a specified period of time or request for permanent retention.

C. DATE	D. SIGNATURE OF AGENCY REPRESENTATIVE	E. TITLE
2-12-80	<i>James O. Varner</i>	Paperwork Management Officer

7. ITEM NO	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
1.	Treasury checks - copies.  DISPOSITION NOT AUTHORIZED AT THIS TIME.  Currently, the provisions of 31 USC 132 effectively prohibit the destruction of the records described in Item 1. Although this series does not have enduring historical value, a finite retention can not be established until the law has been changed. Since all recent efforts to modify the law have failed, the Bureau anticipates a substantial delay in scheduling these records for final disposition. This item will be resubmitted to NARS for approval when 31 USC 132 is amended.	NC1-425-78-1 Item 387	

4 items

115-107

*Copies to all PK's  
Agency NIT  
Closed 9-22-80*

**Request for Records Disposition Authority - Continuation**

JOB NO

PAGE OF 2  
2

7. ITEM NO	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO	10. ACTION TAKEN
2.	<p>Treasurer's Relief Cases. These cases involve uncollectible cases "paid in due course and without negligence by or on behalf of the Treasurer of the United States." The Government is attempting to collect on the cases, and litigation presently precludes their being charged off the accounts of the US Treasurer. Cases include: double payments; holder-in-due-course; altered checks; administrative errors; and miscellaneous other types.</p> <p>Destroy 3 years after end of year in which case is settled via refund of overpayment.</p>	<p>NC1-425-7B-1 Item 349</p>	
3.	<p>Ledger maintained to summarize the payments, collections, and fiscal operations of the various investment functions.</p> <p>Destroy 6 years, 3 months after the trust function to which the records relate ceases to be in effect.</p>	<p>Item 575</p>	
4.	<p>Authorization letters (originals) pertaining to investments.</p> <p>Destroy 6 years, 3 months after the trust function to which the records relate ceases to be in effect.</p>	<p>Item 577</p>	