REQUEST FOR RECORDS DISPOSITION AUTHORITY

1 FROM
   Social Security Administration

2 Office of Enterprise Support, Architecture & Engineering (OESAE)

4 NAME OF PERSON WITH WHOM TO CONFER
   Regina Martin, SSA Records Officer

5 TELEPHONE NUMBER
   410-965-5555
   410-966-1704 (fax)

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 3 page(s) are not needed now for the business for 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,

DATE
7/25/08

SIGNATURE OF AGENCY REPRESENTATIVE
Regina Martin

TITLE
Records Officer

Global Reference Tables

Office of Origin:
Social Security Administration,
Deputy Commissioner for Systems,
Office of Enterprise Support, Architecture & Engineering (OESAE)
Jim Slivka, Process Administrator
3100 West High Rise, 6401 Security Boulevard,
Baltimore, MD 21235-6401
410 965 7625

Scheduling Authority:
Social Security Administration,
Deputy Commissioner for the Office of Budget, Finance and Management
Center for History, Library & Records Management
Regina Martin, SSA Records Officer
Room 1501 Annex Building, 6401 Security Boulevard,
Baltimore, MD 21235-6401
410 965 5555
I. Global Reference Tables

Global Reference Tables (GRT) provide standardized code structures for use throughout the SSA's electronic systems. The tables standardize code structures and code usage of Agency data, specifying logical and physical meanings within various data stores and applications. GRTs are an internal Agency reference.

Disposition:

Temporary Destroy when no longer needed to ensure access to and use of electronic records for their authorized retention periods. References used to describe permanent records systems will be transferred to NARA as part of the documentation of those systems.
General Counsel Statement

I reviewed the records and their respective proposed dispositions. I am of the opinion that the records will be maintained for a period of time sufficient to protect the legal and financial rights of the government and of the people directly affected by the Agency’s activities.

David F. Blake
SSA General Counsel

Date

Agency Concurrence

James J. Skoda
OGS Representative (OESAE)

Date

Regina Martin
SSA Records Officer

Date