

REQUEST FOR RECORDS DISPOSITION AUTHORITY

(See Instructions on reverse)

LEAVE BLANK (NARA use only)

JOB NUMBER

N1-465-95-1

DATE RECEIVED

1-30-95

NOTIFICATION TO AGENCY

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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.

DATE

ARCHIVIST OF THE UNITED STATES

8/25/95 John W. Carl

TO: NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR)
WASHINGTON, DC 20408

1. FROM (Agency or establishment)

Pension Benefit Guaranty Corporation (PBGC)

2. MAJOR SUBDIVISION

Corporate Finance and Negotiations Dept.

3. MINOR SUBDIVISION

4. NAME OF PERSON WITH WHOM TO CONFER

5. TELEPHONE

Bruce I. Campbell

(202) 326-4150

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 1 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,

is not required; is attached; or has been requested.

DATE

Jun 05
1995

SIGNATURE OF AGENCY REPRESENTATIVE

Janet A. Smith
Janet Smith

TITLE

Director, Facilities and Services
Department - 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 GRS OR SUPERSEDED JOB CITATION	10.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)
1.	<p><u>CORPORATE FINANCE AND NEGOTIATIONS DEPARTMENT</u></p> <p><u>Active Negotiation Case Files.</u> Bankruptcy documents, relevant SEC reports, summary of settlement offer, financial analysis studies, chronology of events summary, correspondence, meeting notes, and other documents pertaining to the processing of cases involving companies with underfunded pension plans of \$25 million or greater where a significant event has occurred (bankruptcy, minimum funding waiver, etc.).</p> <p>Transfer to FRC 30 days after case is closed. Destroy 15 years after case is closed.</p>	new item	

Copies sent to agency, NCF, NNT 8/31/95

REQUEST FOR RECORDS DISPOSITION AUTHORITY — CONTINUATION

JOB NUMBER

PAGE

1 of 1

7. ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
2.	<p><u>High-Level Monitoring Case Files.</u> Financial statements, 5500 Forms, actuarial valuation reports, standard format package and pension information sheets, SEC Reports, and other documents pertaining to cases involving the financial transactions of companies (underfunded pension plans of \$25 million or greater) that pose a significant risk exposure to the Corporation.</p> <p>Break files every five years. Destroy inactive files in 5 year blocks when 10 years old.</p>	new item	
3.	<p><u>Low-Level Monitoring Case Files.</u> Financial summaries, industry research, newswire releases, Form 1 Schedule As, and other documents pertaining to the processing of cases involving companies with underfunded pension plans of \$25 million or greater.</p> <p>Break files every three years. Destroy inactive files in 3 year blocks when 6 years old.</p>	new item	
4.	<p><u>Actuarial Monitoring Files.</u> Actuarial filings and reports (PBGC forms), actuarial calculation (contractor and in-house) sheets, correspondence, and other documents pertaining to the processing of high-level monitoring and active cases.</p> <p>Transfer to FRC 30 days after case is closed. Destroy 15 years after case is closed.</p>	new item	