

WITHDRAWN – RETURNED WITHOUT ACTION

NATIONAL ARCHIVES AND RECORDS ADMINISTRATION
Request for Records Disposition Authority

Records Schedule: DAA-0474-2018-0010

Request for Records Disposition Authority

Records Schedule Number DAA-0474-2018-0010
Schedule Status Returned Without Action

Agency or Establishment Federal Retirement Thrift Investment Board
Record Group / Scheduling Group Records of the Federal Retirement Thrift Investment Board
Records Schedule applies to Major Subdivision
Major Subdivision Office of the Chief Financial Officer
Schedule Subject Financial Records
Internal agency concurrences will be provided No

Background Information This office is responsible for cash management, financial reporting, fund management, acquisition/procurement of goods and services in support of the Agency and its programs, oversight over formulation and execution of the Agency's budget, and the establishment of policies and procedures related to all of these functions.

Item Count

Number of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items
0	0	0	3

GAO Approval

WITHDRAWN – RETURNED WITHOUT ACTION

NATIONAL ARCHIVES AND RECORDS ADMINISTRATION
Request for Records Disposition Authority

Records Schedule: **DAA-0474-2018-0010**

Outline of Records Schedule Items for DAA-0474-2018-0010

Sequence Number	
1	Annuity Contracts Disposition Authority Number: DAA-0474-2018-0010-0001
2	Annual Budget Request Disposition Authority Number: DAA-0474-2018-0010-0002
3	Quarterly Reviews on the Status of the Budget Disposition Authority Number: DAA-0474-2018-0010-0003

WITHDRAWN – RETURNED WITHOUT ACTION

NATIONAL ARCHIVES AND RECORDS ADMINISTRATION
Request for Records Disposition Authority

Records Schedule: DAA-0474-2018-0010

Records Schedule Items

Sequence Number	
1	<p>Annuity Contracts</p> <p>Disposition Authority Number DAA-0474-2018-0010-0001</p> <p>All procurement documents associated with the selection of the annuity vendor for the TSP.</p> <p>Final Disposition Temporary</p> <p>Item Status Withdrawn</p> <p>Is this item media neutral? Yes</p> <p>Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing? Yes</p> <p>Do any of the records covered by this item exist as structured electronic data? Yes</p> <p>GRS or Superseded Authority Citation N1-0474-97-005 / 7 / a N1-0474-97-005 / 7 / b</p> <p>Disposition Instruction</p> <p>Cutoff Instruction Cut off at the end of the fiscal year.</p> <p>Retention Period Destroy 85 year(s) and 3 month(s) after cutoff.</p> <p>Additional Information</p> <p>GAO Approval Not Required</p>
2	<p>Annual Budget Request</p> <p>Disposition Authority Number DAA-0474-2018-0010-0002</p> <p>Memorandum to FRTIB Board members requesting approval of the annual budget. Records include courtesy letters to the Appropriation committees of Congress and Office of Management and Budget, as well as cost statements, rough data and similar material accumulated in the preparation of annual budget estimates from major Board organizations, including duplicates of budget estimates and justifications, narrative statements, and related schedules; and originating offices' copies of reports submitted to the Office of Chief Financial Officer.</p> <p>Final Disposition Permanent</p> <p>Item Status Withdrawn</p> <p>Is this item media neutral? Yes</p>

WITHDRAWN – RETURNED WITHOUT ACTION

WITHDRAWN RETURNED WITHOUT ACTION

NATIONAL ARCHIVES AND RECORDS ADMINISTRATION
Request for Records Disposition Authority

Records Schedule: DAA-0474-2018-0010

Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing?

No

GRS or Superseded Authority Citation

N1-0474-12-010 / 1 / a

N1-0474-12-010 / 1 / b

N1-0474-12-010 / 1 / c

Disposition Instruction

Cutoff Instruction

cutoff at the end of the fiscal year.

Transfer to the National Archives for Accessioning

Transfer to the National Archives 5 year(s) and 3 month(s) after cutoff.

Additional Information

What will be the date span of the initial transfer of records to the National Archives?

From 2018 To 2022

How frequently will your agency transfer these records to the National Archives?

Every 5 Years

3

Quarterly Reviews on the Status of the Budget

Disposition Authority Number

DAA-0474-2018-0010-0003

Quarterly Reviews to the Board on the status of the budget based on monthly summary reports obtained from Obligation Tracking and Invoicing System (OTIS).

Final Disposition

Temporary

Item Status

Withdrawn

Is this item media neutral?

Yes

Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing?

No

GRS or Superseded Authority Citation

N1-0474-12-011 / 1/a

N1-0474-12-011 / 1/b

Disposition Instruction

Cutoff Instruction

Cut off files at the end of the fiscal year.

Retention Period

Destroy 5 year(s) and 3 month(s) after cutoff.

Additional Information

WITHDRAWN – RETURNED WITHOUT ACTION

WITHDRAWN – RETURNED WITHOUT ACTION

NATIONAL ARCHIVES AND RECORDS ADMINISTRATION
Request for Records Disposition Authority

Records Schedule: **DAA-0474-2018-0010**

GAO Approval

Not Required

WITHDRAWN – RETURNED WITHOUT ACTION

WITHDRAWN - RETURNED WITHOUT ACTION

NATIONAL ARCHIVES AND RECORDS ADMINISTRATION
Request for Records Disposition Authority

Records Schedule: DAA-0474-2018-0010

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 in this schedule are not now needed for the business of the agency or will not be needed after the retention periods specified.

Signatory Information

Date	Action	By	Title	Organization
12/19/2017	Certify	Diana Avery	Records and Information Manager	Resource Management - Resource Management
12/22/2017	Return for Revision	Andreea Vlaicu	Archives Specialist	National Archives and Records Administration - RDTP2 Archives II Processing Section
01/08/2018	Return for Revision	Andreea Vlaicu	Archives Specialist	National Archives and Records Administration - Records Management Operations Appraisal Team 1
01/19/2018	Submit For Certification	Angela Tucker	Records and Information Management Specialist	Administration Services Division - Records Management Branch
01/19/2018	Certify	Diana Avery	Records and Information Manager	Resource Management - Resource Management
01/29/2018	Return for Revision	Andreea Vlaicu	Archives Specialist	National Archives and Records Administration - Records Management Operations Appraisal Team 1
02/27/2018	Submit For Certification	Angela Tucker	Records and Information Management Specialist	Administration Services Division - Records Management Branch
02/27/2018	Return to Submitter	Diana Avery	Records and Information Manager	Resource Management - Resource Management
02/27/2018	Submit For Certification	Angela Tucker	Records and Information Management Specialist	Administration Services Division - Records Management Branch

WITHDRAWN - RETURNED WITHOUT ACTION

WITHDRAWN – RETURNED WITHOUT ACTION

NATIONAL ARCHIVES AND RECORDS ADMINISTRATION
Request for Records Disposition Authority

Records Schedule: DAA-0474-2018-0010

02/28/2018	Return to Submitter	Diana Avery	Records and Information Manager	Resource Management - Resource Management
03/01/2018	Submit For Certification	Angela Tucker	Records and Information Management Specialist	Administration Services Division - Records Management Branch
03/01/2018	Certify	Diana Avery	Records and Information Manager	Resource Management - Resource Management
03/08/2018	Return for Revision	Andreea Vlaicu	Archives Specialist	National Archives and Records Administration - Records Management Operations Appraisal Team 1
07/23/2018	Submit For Certification	Angela Tucker	Records and Information Management Specialist	Administration Services Division - Records Management Branch
07/24/2018	Return to Submitter	Diana Avery	Records and Information Manager	Resource Management - Resource Management
10/19/2018	Submit For Certification	Angela Tucker	Records and Information Management Specialist	Administration Services Division - Records Management Branch
10/22/2018	Certify	Diana Avery	Records and Information Manager	Resource Management - Resource Management
12/03/2018	Return for Revision	Andreea Vlaicu	Archives Specialist	National Archives and Records Administration - Records Management Operations Appraisal Team 1
03/08/2019	Return Without Action	Andreea Vlaicu	Archives Specialist	National Archives and Records Administration - Records Management Operations Appraisal Team 1

WITHDRAWN – RETURNED WITHOUT ACTION