REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on Reverse)

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

1. FROM (Agency or Establishment)
   FEDERAL RETIREMENT THRIFT INVESTMENT BOARD

2. MAJOR SUBDIVISION
   OFFICE OF THE GENERAL COUNSEL

3. MINOR SUBDIVISION

4. NAME OF PERSON WITH WHOM TO CONFERR
   GRACE W. BUTLER

5. TELEPHONE
   (202) 942-1683

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
   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.

7. ITEM NUMBER

8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION

   OGCTRAX

   This is an electronic tracking system for
   bankruptcy, court orders, fraud and forgeries,
   miscellaneous correspondence, Privacy Act, and
   litigation cases in the Office of the General
   Counsel (OGC). It produces necessary information
   for locating and maintaining the status of all case
   activity in the OGC.

   A. Master Files-Includes attorney assigned, type
      of case, file location, case status and
      disposition.

      Disposition: Temporary. Delete when no longer
      needed for administrative purposes.

   B. Outputs-Includes statistical reports that
      identify the status and location of the case by
      category.

      Disposition: Temporary. Delete when no longer
      needed for administrative purposes.

9. GRS OR SUPERSEDED

10. ACTION TAKEN (NARA USE ONLY)

DATE RECEIVED
2-26-2004

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"withdrawn" in column 10.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
5-27-04

ARCHIVIST OF THE UNITED STATES

Job Number: 71-474-04-1

DATE
2-26-2004

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"withdrawn" in column 10.
<table>
<thead>
<tr>
<th>7. Item No.</th>
<th>8. Description of Item and Proposed Disposition</th>
<th>9. GRS or Superseded Job Citation</th>
<th>10. Action Taken (NARA Use Only)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>C. Systm Documentation-Includes user guide, user manuals, standard operating procedures, and related system documentation describing access to the system, data entry, and modification and retrieval of data. Disposition: Temporary. Destroy/delete when superseded or obsolete, or 1 year after discontinuance of the system.</td>
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