

# 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 ADMINISTRATION

3. MINOR SUBDIVISION

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

5. TELEPHONE  
(202) 942-1683

LEAVE BLANK (NARA USE ONLY)

JOB NUMBER

NI-474-98-2

DATE RECEIVED

3/25/98

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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.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

7-27-98

*John W. Carl*

## 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 8 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,

X is not required;

is attached; or

has been requested.

DATE

SIGNATURE OF AGENCY REPRESENTATIVE

TITLE

3/18/98

*Grace W. Butler*

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 GRS OR SUPERSEDED JOB CITATION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)

See Attachment.

115-109

NSN 7540-00-634-4064  
PREVIOUS EDITION NOT USABLE

STANDARD FORM 115 (REV. 3-91)

Prescribed by NARA  
36 CFR 1228

AUG 12 1998  
MIT copy to: Agency INWME  
NWMD

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SUPERSEDED  
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10. ACTION  
TAKEN (NARA  
USE ONLY)

See Attachment.

## Background Information

The Thrift Savings Plan (TSP) is a retirement savings and investment plan for Federal employees established in the Federal Employees' Retirement System Act of 1986, which has been codified as amended largely at 5 U.S.C. §§ 8401-8479 (1994). It is managed by the Federal Retirement Thrift Investment Board (FRTIB). The following disposition schedule relates to the electronic records maintained by FRTIB.

Item No.	Description of Item and Proposed Disposition
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- |    |   |
|----|---|
| 1. | <u>CFTRAK-C Fund Tracking System</u><br>(Office of Investments) |
|----|---|

This is an electronic tracking system for tracking each C Fund investment with the asset manager. Monthly and quarterly summary investment performance reports are produced from the system.

Disposition: Archive data from the system when 20 years old. Destroy upon dissolution of the TSP.

- |    |   |
|----|---|
| 2. | <u>FFTRAK-F Fund Tracking System</u><br>(Office of Investments) |
|----|---|

This is an electronic tracking system for tracking each F Fund investment with the asset manager. Monthly and quarterly summary investment performance reports are produced from the system.

Disposition: Archive data from the system when 20 years old. Destroy upon dissolution of the TSP.

- |    |   |
|----|---|
| 3. | <u>OBARCH-Obligations Archival System</u><br>(Office of Accounting) |
|----|---|

This is an electronic tracking system for data archived from OBTRAK. (OBTRAK is an electronic tracking system for tracking all FRTIB financial obligations for ensuring that they stay within the approved budget. It is archived into OBARCH when data is 2 years old.)

Disposition: Destroy data when 7 years old or when no longer needed for administrative purposes, whichever is later.