**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

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**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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.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 RECEIVED**  
3/25/98

**DATE**  
7/27/98

**ARCHIVIST OF THE UNITED STATES**

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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,

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

**DATE**  
3/18/98

**SIGNATURE OF AGENCY REPRESENTATIVE**  
GRACE W. BUTLER

**TITLE**  
Records Management Officer

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7. **ITEM NO.**  

8. **DESCRIPTION OF ITEM AND PROPOSED DISPOSITION**  

See Attachment.

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**STANDARD FORM 115 (REV. 3-91)**  
Prescribed by NARA  
36 CFR 1228

**PREVIOUS EDITION NOT USABLE**

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**NSN 7540-00-634-4064**

**115-109**

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**AUG 12 1998**

**Copy to:**  
AGENCY

**NWMD**
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(See Instructions on Reverse)

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WASHINGTON, DC 20408

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DATE SIGNATURE OF AGENCY REPRESENTATIVE  
3/18/98  
Grace W. Butler

TITLE  
Records Management Officer

7. ITEM NO.  
8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION  
See Attachment.

9. GRS OR SUPERSEDED JOB CITATION  
10. ACTION TAKEN (NARA USE ONLY)

LEAVE BLANK (NARA USE ONLY)

JOB NUMBER  
N1-174-98-2

DATE RECEIVED  
3/25/98

NOTIFICATION TO AGENCY  
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DATE ARCHIVIST OF THE UNITED STATES  
7-27-98

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

GRACE W. BUTLER  
(202) 942-1683

115-109  
NSN 7540-00-634-4064

STANDARD FORM 115 (REV. 3-91)  
PREVIOUS EDITION NOT USABLE

36 CFR 1228
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.

<table>
<thead>
<tr>
<th>Item No.</th>
<th>Description of Item and Proposed Disposition</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>CFTRAK-C Fund Tracking System (Office of Investments)</td>
</tr>
<tr>
<td></td>
<td>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.</td>
</tr>
<tr>
<td></td>
<td>Disposition: Archive data from the system when 20 years old. Destroy upon dissolution of the TSP.</td>
</tr>
<tr>
<td>2.</td>
<td>FFTRAK-F Fund Tracking System (Office of Investments)</td>
</tr>
<tr>
<td></td>
<td>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.</td>
</tr>
<tr>
<td></td>
<td>Disposition: Archive data from the system when 20 years old. Destroy upon dissolution of the TSP.</td>
</tr>
<tr>
<td>3.</td>
<td>OBARCH-Obligations Archival System (Office of Accounting)</td>
</tr>
<tr>
<td></td>
<td>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.)</td>
</tr>
<tr>
<td></td>
<td>Disposition: Destroy data when 7 years old or when no longer needed for administrative purposes, whichever is later.</td>
</tr>
</tbody>
</table>