

**REQUEST FOR RECORDS DISPOSITION AUTHORITY**  
(See instructions on page 2)

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

1. From (Agency or establishment)  
**US GENERAL ACCOUNTING OFFICE**

2. MAJOR SUBDIVISION  
**Office of General Counsel**

3. MINOR SUBDIVISION  
**Accounting and Financial Management**

4. NAME OF PERSON WITH WHOM TO CONFER  
**Carol M. Hillier**

5. TELEPHONE  
**202-512-4525**

LEAVE BLANK (NARA use only)

JOB NUMBER **71-411-00-1**

DATE RECEIVED **7-17-2000**

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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.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 **2-15-01** ARCHIVIST OF THE UNITED STATES  
*[Signature]*

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 2 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 **7/10/00** SIGNATURE OF AGENCY REPRESENTATIVE *Carol M. Hillier* TITLE **GAO Records Officer**

7. ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
Item 1.	<p><b>Impoundment Control Act Records</b></p> <p>Records relating to GAO's review of the President's special impoundment messages, unreported impoundments, and release of budget authority and related litigation, under the Impoundment Control Act of 1974. The records include reports and testimonies to Congress of GAO findings, internal memoranda, external agency correspondence, and statistical reports and analyses on rescissions enacted by Congress, and related indexes.</p> <p><b>AUTHORIZED DISPOSITION:</b></p> <p>a. Impoundment Files</p> <p>Records that document proposals to withhold funds from obligation or expenditure by the President or at the agency level. Includes proposals to temporarily or permanently withhold budget authority. Files include internal GAO memorandum, GAO reports to Congress, OMB apportionment and reappropriation schedules, and external agencies correspondence.</p> <p><i>Agency, NWL, DWMW</i></p>		

These files are arranged chronologically, with the messages filed numerically within each year (i.e., first message, second message, etc). The current volume is 27 cubic feet and the annual accumulation is 1 cubic foot

**PERMANENT:** (1) Retire FY 74 to FY 89 records to FRC upon approval of this schedule. Transfer block to the National Archives when most recent record in block is 20 years old. (2) Records created after FY 89: Cut off at end of FY; transfer to FRC in 5-year blocks when most recent record is 10 years old. Transfer block to Archives when most recent record in block is 30 years old.

**b. Statistical Reports and Analyses**

Summary data on proposed and enacted rescissions, and background materials.

Current volume is 2 cf. Estimated annual volume is 1/12 cf. Earliest record is dated FY 90 and the latest record is FY 2000.

**PERMANENT:** Cut off at end of FY; transfer to FRC in 5-year blocks when most recent record is 10 years old. Transfer block to Archives when most recent record in block is 30 years old.

**c. Testimony Files**

Background information, interoffice memoranda, responses to questions, and other materials related to preparation of GAO testimony to the Congress on Impoundment Issues.

Current volume is 1 cf. Estimated volume is 1/3 cf every 2 or 3 years. Testimony not presented annually but infrequently. Earliest record is dated FY 90 and the latest record is FY 99.

**PERMANENT:** Cut off at end of FY; transfer to FRC in 5-year blocks when most recent record is 10 years old. Transfer block to Archives when most recent record in block is 30 years old.

**d. Electronic Mail and Word Processing Files**

Electronic files that are used to generate a recordkeeping copy of the records covered in items a-c above.

Destroy/delete within 180 days after the recordkeeping copy has been produced.

**e. Card Index to Impoundment Control Act Records, 1976 – 1992 present.**

An index related to Impoundment Messages arranged by impoundment issue topics, i.e., budget authority, type of withholding, duration, and other. Within each topic, the cards are arranged by subject.

PERMANENT: Transfer to FRC with the related impoundment records, dated ~~FY 74-~~  
~~FY 89~~ upon approval of this schedule. Transfer to the National Archives with the  
related impoundment records.

*Changes made per agency records  
officer.*