NOTICE - SOME ITEMS SUPERSEDED OR OBSOLETE

Schedule Number: N1-053-99-002

Some items in this schedule are either obsolete or have been superseded by new NARA approved records schedules. This information is accurate as of: 8/1/2019

ACTIVE ITEMS

These items, unless subsequently superseded, may be used by the agency to disposition records. It is the responsibility of the user to verify the items are still active.

All items except those listed below are active

SUPERSEDED AND OBSOLETE ITEMS

The remaining items on this schedule may no longer be used to disposition records. They are superseded, obsolete, filing instructions, non-records, or were lined off and not approved at the time of scheduling. References to more recent schedules are provided below as a courtesy. Some items listed here may have been previously annotated on the schedule itself.

Item 6.1 superseded by N1-053-02-009 / 5
Item 7.1 superseded by N1-053-02-009 / 5

REQUEST FOR RECORDS DISPOSITION AUTHORITY

JOB NUMBER
N1-53-99-2

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

DATE RECEIVED
9/20/99

1 FROM (Agency or establishment)

Bureau of the Public Debt

2 MAJOR SUBDIVISION

Office of Public Debt Accounting (OPDA)

3 MINOR SUBDIVISION

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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10

4 NAME OF PERSON WITH WHOM TO CONFER	5 TELEPHONE	DATE	ARCHIVIST OF THE UNITED STATES
Robert Konz	(304) 480-6601	12-10-99	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 ____ 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,

☑ *per letter dated 9/14/99* is not required, ☐ is attached, or **X** has been requested

DATE	SIGNATURE OF AGENCY REPRESENTATIVE	TITLE
8/23/99	Vicki S. Thorpe	Records Officer

7 Item No	8 DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARA USE ONLY)
	Record Group 53 - Bureau of Public Debt Public Debt Accounting and Reporting System (PARS) (see attached)		

All changes to this proposed schedule have been approved by:

NARA appraiser	date	Agency representative	date
(signature)	8/30/99	Vicki S. Thorpe	9/14/99

Copies to NWMD, NWME, NR, NWMW, Agency

PUBLIC DEBT ACCOUNTING AND REPORTING SYSTEM (PARS)

1. PARS Electronic Data Input

Electronic financial data such as issuances, redemptions, interest payments, received from Federal Reserve Banks and/or other organizations or agencies used as PARS input/source records by the Bureau of Public Debt.

> Disposition: Temporary. Delete when data has been entered into the database and verified, or when no longer needed to support reconstruction of, or serve as back up to, the database, whichever is later.

2. PARS Non-electronic Data Input

Non-electronic documents or forms used solely to create, update, or modify the records in PARS.

> Disposition: Temporary. Destroy 30 days after entered into the database, or when no longer needed to verify the records in PARS, WHICHEVER IS LATER. mto 12/6/99

3. PARS Permanent Data Tables

A. The following tables are PERMANENT. Disposition: Cut off data at the end of fiscal year. Capture data for last day of fiscal year. Transfer a copy of the data annually to NARA according to the requirements in 36 CFR 1228.188.

> 1)- PD.DTL_TRANS_JOURNAL Detail transactions journal (Raw data)
> 2)- PD.MINOR_LC Minor loan class code
> 3)- PD.ALC Agency location code
> 4)- PD.BUREAU_CD Bureau code for each department code
> 5)- PD.FED_IND Federal indicator codes
> 6)- PD.GOV_DEPT_CD Government department code
> 7)- PD.RE Reporting entity
> 8)- PD.RE_TC_RECIP Reporting entity transaction codes reciprocal
> 9)- PD.TC_DEF Transaction codes definitions
> 10)- PD.LOAN_ID Loan I.D.
> 11)- PD.LOAN_ID_PURCH_REL Loan I.D. relating to payment of interest for a loan
> 12)- PD.LOAN_IC_PMT_BY_RE Inflation compensation payment data by date, reporting entity, and CUSIP
> 13)- PD.LOAN_INFL_COMP Loan information for Treasury Inflation Index Security (TIIS)

14)- PD.LOAN_INT_PMT_BY_RE Loan interest payment by reporting entity
15)- PD.LOAN_ISSUE_RDMP Loan issue redemption

4. PARS Temporary Data Tables

The following tables are temporary. Disposition: Delete after update cycle/or when superseded~~CESSION~~. ~~MTO~~ 12/6/99

1)- PD.SCTS_AC_ACTV_BY_DT Securities account activity by date
2)- PD.SCTS_ACCTS Securities accounts definition date
3)- PD.FYTD_MIN_LC_DAY_TR Fiscal year to date minor loan class and transaction code by day
4)- PD.FYTD_MIN_LC_MON_TR Fiscal year to date minor loan class and transaction code by month
5)- PD.LOAN_ID_PRLS_CNCR Loan I.D. competitive and non-competitive price data
6)- PD.MAJOR_LC Major loan class code
7)- PD.AVG_INT_BY_LC Interest discount and premium data by loan class
8)- PD.BTCH_NR Batch number
9)- PD.CASH_LINK_VCHR Cash link voucher
10)- PD.CHKP Program checkpoint
11)- PD.CHNG_HIST Change history
12)- PD.CLS_ENTY_DESC Closing entry description
13)- PD.CLS_ENTY_TC_AC Closing entry by transaction code
14)- PD.CLS_ENTY_ZR_BAL_AC Closing entry zero balance account
15)- PD.CMLTVE_TRANS_JOUR Cumulative transaction journal
16)- PD.CNTL_DT Control data for DTS
17)- PD.CNTRY_INFO Countries for foreign series codes
18)- PD.CNTRY_SUB_ACCTS Countries subaccount
19)- PD.CPI Consumer Price Index used for inflation
20)- PD.CUSIP_ROOT_SUFFIX CUSIP root suffixes
21)- PD.DATA_ENTY_BATCH Batch header information
22)- PD.DATA_ENTY_CPD_TRAN Data entry CPD transactions
23)- PD.DATA_ENTY_TRANS Non-CPD entry transactions
24)- PD.DEBT_LIMIT Current debt limit
25)- PD.DEPOSIT_MATCH_STAT Deposit match
26)- PD.DTS_CAT_BAL DTS category balances
27)- PD.ERR_MSG PARS error messages
28)- PD.EXCP_CPD_MTCH Exceptions CPD matches
29)- PD.EXCP_ME_VER Exceptions month end
30)- PD.EXCP_TRANS_MTCH Exceptions transactions except CPD and month end
31)- PD.FIN_DEFAULT Default values
32)- PD.FINC_AC_ACTV_BY_DT Financial account activity by date
33)- PD.FINCL_ACCTS Lists by fund symbol and SGL account

number
34)- PD.FLOATING_RTE Floating interest rate by effective
     date.
35)- PD.FPOST_RULE Financial account posting rules by
transaction code
36)- PD.FUND_SYMBOL Fund symbol prefix number
37)- PD.INT_EX_RP_LN_LC_TC Loan classes and transaction
     codes of interest expense report
38)- PD.INT_EX_RPT_SUB_TOT Subtotal lines of interest
expense reports
39)- PD.INT_EXP_RPT_LN Description and type codes for
interest expense report
40)- PD.LC_CUSIP_ROOT Loan class CUSIP roots
41)- PD.LOAN_FS_AUTH Loan authority for foreign series
securities
42)- PD.LOAN_ISSUE_BY_RE Loan issuance date by reporting
     entity
43)- PD.LOAN_RE_ALLMT Loan reporting allotment amounts
44)- PD.MATCH_CNTL Match criteria codes
45)- PD.MATCH_MSGS Match messages
46)- PD.PARM Program flags by PARM-type number
47)- PD.PARS_MASTER_PGM Execution data for year end closing
     process
48)- PD.PARS_PGM_STATUS Status of year end closing process
49)- PD.PNDG_DATA_ENTY Pending data entry
50)- PD.PREPAYMENT_INT_RT Pre-payment interest rate
51)- PD.RE_LC Reporting entity valid loan classes
52)- PD.RE_TC Reporting entity transaction codes
53)- PD.SGL_ACCT Standard Government Ledger account
definition
54)- PD.SPOST_RULE Security account posting rules
55)- PD.TC_GEN_TCS System generated Transaction codes
56)- PD.TC_LC_SF224 Transaction code and minor loan class
57)- PD.TC_MATCH_CRIT Transaction code match criteria
58)- PD.TRANS_FPOST_HIST Transaction financial posting
     history
59)- PD.TRANS_SPOST_HIST Transaction security posting
history
60)- PD.TRANS_TRANSFER Transaction transfer
61)- PD.DEPOSIT_MATCH_TRAN Voucher detail information used
for matching

5. PARS Temporary Outputs

Routine and ad hoc accounting reports viewed on-line or printed to hard copy and used by accountants and other BPD personnel for verification, editing, accounting or other purposes during early-preliminary, preliminary and/or final runs.

> Note: Dispositions instructions apply to both electronic and hard copy versions:

1) Daily Treasury Statements (DTS)- Early preliminary, preliminary, and final. (non-published versions)PDPB 804

Disposition: Temporary. Delete after 30 days.

2) Ledgers - Preliminary, and final(non-published version) verification and updating.

Disposition: Temporary. Delete after 30 days.

3) Status Report

Disposition: Temporary. Delete after 30 days.

4) Verification Report

Disposition: Temporary. Delete after 30 days.

5) Post summary accounts audit trail PDPB521 audit

Disposition: Temporary. Delete after 30 days.

6) Agency securities PDPB 522

Disposition: Temporary. Delete after 30 days.

7) Agency PDPB 522F 30 days

Disposition: Temporary. Delete after 30 days.

8) Ledger account report PDPB522

Disposition: Temporary. Delete after 30 days.

9) Account PDPB 522F

Disposition: Temporary. Delete after 30 days.

10) F.E.T. transaction report PDPB 728

Disposition: Temporary. Delete after 30 days.

11) Treasury securities PDPB 522

Disposition: Temporary. Delete after 30 days.

12) Treasury 6-PDPB522

Disposition: Temporary. Delete after 30 days.

13) Post clearing entries audit trail PDPB 731C

Disposition: Temporary. Delete after 30 days.

14) Amortization report PDPB756

Disposition: Temporary. Delete after 30 days.

15) Bulk data file consolidation PDPB 913

Disposition: Temporary. Delete after 400 days.

16) Processed files report PDPB 913 Report

Disposition: Temporary. Delete after 400 days.

17) Processed files report PDPB 913 Processed

Disposition: Temporary. Delete after 30 days.

18) Interest payable accruals PDPB 707

Disposition: Temporary. Delete after 30 days.

19) Early redemption processing PDPB 707

Disposition: Temporary. Delete after 30 days.

20) Input error report PDPB 707

Disposition: Temporary. Delete after 400 days.

21) Post accruals audit trail   PDPB 731B

Disposition: Temporary. Delete after 30 days.

22) General ledger account report for ledger PDPB 702A

Disposition: Temporary. Delete after 30 days.

23)General ledger account report for ledger PDPB 702B

Disposition: Temporary. Delete after 30 days.

24)General ledger account report for ledger PDPB 702C

Disposition: Temporary. Delete after 30 days.

25) General ledger account report for ledger PDPB 702D

Disposition: Temporary. Delete after 30 days.

26) General ledger account report for ledger PDPB 702E

Disposition: Temporary. Delete after 30 days.

27) General ledger account report for ledger PDPB 702F

Disposition: Temporary. Delete after 30 days.

28) General ledger account report for accountability PDPB
702A

Disposition: Temporary. Delete after 30 days.

29) General ledger account report for accountability PDPB
702B

Disposition: Temporary. Delete after 30 days.

30) General ledger account report for accountability PDPB
702C

Disposition: Temporary. Delete after 30 days.

31) General ledger account report for accountability PDPB
702D

Disposition: Temporary. Delete after 30 days.

32) General ledger account report for accountability PDPB
702E

Disposition: Temporary. Delete after 30 days.

33)General ledger account report for accountability PDPB
702F

Disposition: Temporary. Delete after 30 days.

34)Post exchange stabilization audit trail PDPB 731E

Disposition: Temporary. Delete after 30 days.

35) Special transaction report PDPB 726

Disposition: Temporary. Delete after 30 days.

36) Yields and/or non-competitive sales price not entered
6-PDPB764

Disposition: Temporary. Delete after 30 days.

37) Summary of transactions processed PDPB541

Disposition: Temporary. Delete after 30 days.

38) Statement of transactions PDPB 757

Disposition: Temporary. Delete after 45 days.

39) Principal by country within category   PDPB751

Disposition: Temporary. Delete after 45 days.

40) Monthly statement of the public debt (non published
version mentioned above) 6-PDPB761Statement

Disposition: Temporary. Delete after 90 days.

41) Monthly statement of the public debt PDPB762Holdings

Disposition: Temporary. Delete after 90 days.

42) Average interest rate detail listing PDPB771

Disposition: Temporary. Delete after 45 days.

43) Average interest rate summary PDPB771

Disposition: Temporary. Delete after 45 days.

44) Post financial audit trail PDPB731A

Disposition: Temporary. Delete after 45 days.

45) Interest rates PDPB 360

Disposition: Temporary. Delete after 45 days.

46) Processed files report   PDPB736

Disposition: Temporary. Delete after 30 days.

47) Post closing entries audit trail PDPB 731D

Disposition: Temporary. Delete after 45 days.

48) Accrual report PDPB927

Disposition: Temporary. Delete after 400 days.

49) Flag not set   no number

Disposition: Temporary. Delete after 45 days.

50) Exception file reports R/E 161

Disposition: Temporary. Delete after 400 days.

51) Exception file reports R/E 160

Disposition: Temporary. Delete after 400 days.

52) Exception file reports R/E 165

Disposition: Temporary. Delete after 400 days.

53) Exception file reports R/E 166

Disposition: Temporary. Delete after 400 days.

54) Exception file reports R/E 132

Disposition: Temporary. Delete after 400 days.

55) Exception file reports R/E 167

Disposition: Temporary. Delete after 400 days.

56) Exception file reports R/E 154

Disposition: Temporary. Delete after 400 days.

57) Invalid reporting entity no number

Disposition: Temporary. Delete after 45 days.

58) Securities negative balance no number

Disposition: Temporary. Delete after 400 days.

59) Financial negative balance no number

Disposition: Temporary. Delete after 400 days.

60) USSB transfer match exceptions no number

Disposition: Temporary. Delete after 400 days.

61) FRB Pittsburgh EZ Clear no number

Disposition: Temporary. Delete after 400 days.

62) FHA Fiscal Agency checking

Disposition: Temporary. Delete after 45 days.

63) Coupon audit match exceptions

Disposition: Temporary. Delete after 400 days.

64) R/E 154 PDPB934(154)

Disposition: Temporary. Delete after 400 days.

65) PDPB910-EXCEPTS

Disposition: Temporary. Delete after 400 days.

66) PDPB911-EXCEPTS

Disposition: Temporary. Delete after 400 days.

67) PDPB920-EXCEPTS

Disposition: Temporary. Delete after 400 days.

68) PDPB921-EXCEPTS

Disposition: Temporary. Delete after 400 days.

69) PDPB922-EXCEPTS

Disposition: Temporary. Delete after 400 days.

70) PDPB930-EXCEPTS

Disposition: Temporary. Delete after 400 days.

71) PDPB935-EXCEPTS

Disposition: Temporary. Delete after 400 days.

72) PDPB919-EXCEPTS

Disposition: Temporary. Delete after 400 days.

73) PDPB929-EXCEPTS

Disposition: Temporary. Delete after 400 days.

74) PDPB923-EXCEPTS

Disposition: Temporary. Delete after 400 days.

75) PDPB933-EXCEPTS

Disposition: Temporary. Delete after 400 days.

76) PDPB924-EXCEPTS

Disposition: Temporary. Delete after 400 days.

77) PDPB936-EXCEPTS

Disposition: Temporary. Delete after 400 days.

78) PDPB925-IAT EXCEPTS

Disposition: Temporary. Delete after 400 days.

79) PDPB926-IAT EXCEPTS

Disposition: Temporary. Delete after 400 days.

80) PDPB928-IAT EXCEPTS

Disposition: Temporary. Delete after 400 days.

81) PDPB931-EXCEPTS

Disposition: Temporary. Delete after 400 days.

82) PDPB914-EXCEPTS

Disposition: Temporary. Delete after 400 days.

83) PDPB917-EXCEPTS

Disposition: Temporary. Delete after 400 days.

84) PDPB925-PAT EXCEPTS

Disposition: Temporary. Delete after 400 days.

85) PDPB926-PAT EXCEPTS

Disposition: Temporary. Delete after 400 days.

86) PDPB928-PAT EXCEPTS

Disposition: Temporary. Delete after 400 days.

87) PDPB900-EXCEPTS

Disposition: Temporary. Delete after 400 days.

88) PDPB943-EXCEPTS

Disposition: Temporary. Delete after 400 days.

89) Exception file report PDPB934(other)

Disposition: Temporary. Delete after 400 days.

90) Trial balance verification report PDPB702A-F

Disposition: Temporary. Delete after 30 days.

91) OPDA verified   PDPB 908

Disposition: Temporary. Delete after 400 days.

92) TIIS TINTS PDPB915

Disposition: Temporary. Delete after 45 days.

93) Interest payable (accruals PDPB730 payable)

Disposition: Temporary. Delete after 45 days.

94) Post other accounts to FINCL audit trail PDPB731F

Disposition: Temporary. Delete after 30 days.

95) Average interest rate recapitulation PDPB770 error
    report

Disposition: Temporary. Delete after 45 days.

96) Coupon interest payable (accruals) PDBP722Coupon

Disposition: Temporary. Delete after 45 days.

6.1   Interest Expense on the Public Debt - Paper

This hard copy report is issued on the 8th day of each month and reflects the accrued interest of all redeemed securities. It is created on a spreadsheet application using the PARS Report 743 and adjustments from other data sources.

Disposition: PERMANENT. Arrange published reports by date and cut off reports at the end of each fiscal year. Hold the previous year reports and transfer reports to NARA in blocks of five years. Annual accumulation is 1 inch.

6.2   Interest Expense on the Public Debt - Electronic

This is the spreadsheet version that produces the record (paper) copy of the report.

Disposition: Temporary. Destroy the electronic copy 30 days after final report is issued or superceded by the next report.

7.1   Monthly Statement of the Public Debt (MSPD) - Paper - October 1999 to present

This hard copy report is issued on the 4th day of each month and provides an explanation of how the federal Government is financed. It is created on a spreadsheet application using the PARS Report 771 and adjustments from other data sources including the inflation index securities, the State and Local Government Report, and the Federal Financing Bank program.

This report was previously scheduled as a temporary record under NC1-53-83-03, item 49.

Disposition: PERMANENT. Arrange published reports by date and cut off reports at the end of each fiscal year. Hold the previous year reports and transfer reports to NARA in blocks of five years. Annual accumulation is 1 inch.

7.2   Monthly Statement of the Public Debt (MSPD) – Electronic - October 1999 to present

This is the spreadsheet version that produces the record (paper) copy of the report.

Disposition: Temporary. Destroy the electronic copy 30 days after final report is issued or superceded by the next report.

7.3 Monthly Statement of the Public Debt (MSPD) - Paper - July 1953 to September 1999

This hard copy report was originally entitled the Daily Treasury Statement. The statements from July 1953 to September 1999 are stored as an electronic image in a Portable Document Format (PDF) and will be reproduced on paper before transfer to NARA.

Disposition: PERMANENT. This is a one-time transfer of these past statements and will be transferred to NARA in 2001.

7.4 Monthly Statement of the Public Debt (MSPD) - Electronic - July 1953 to September 1999

This is the Portable Document Format (PDF) version that produces the record (paper) copy of the report.

Disposition: Temporary. Delete after hard copy versions are transferred to NARA or when no longer needed for operations, whichever is later.

8.1 System Documentation - Permanent Tables

System specifications, file specifications, codebooks, records layouts, and user handbook relating to data. The record layouts and codes must match the copy of data transferred. System documentation includes written statement by BPD providing explanation of processing and editing of PARS data for use by NARA researchers.

Note: If BPD chooses to transfer system documentation in electronic format, they must follow the transfer requirements in 36 CFR 1228.188. Hardcopy version is also acceptable.

Disposition: PERMANENT. Transfer copy of documentation with first transfer of data to NARA. Thereafter, transfer copy of updates and changes to the documentation with subsequent data transfers.

8.2 System Documentation - Temporary Tables

System specifications, file specifications, codebooks, records layouts, and user handbook relating to data.

Disposition: Temporary. Destroy or delete when superseded, or upon authorized deletion of the related database, or upon the destruction of the output of the system, whichever is latest.

8.3 System Documentation - electronic

Electronic versions of systems documentation created by word processing or other electronic applications.

Disposition: Temporary. Delete when recordkeeping copy is produced or when no longer needed for operations, whichever is later.