

National Archives and Records Administration
REQUEST FOR DISPOSITION AUTHORITY

Records Schedule Number: DAA-0047-2013-0001

Status: APPROVED
Date Approved: 04/25/2014

General Information

Agency or Establishment	Social Security Administration
Record/Scheduling Group	0047 - Records of the Social Security Administration
Records Schedule Applies To	Agency Subdivision
Major Subdivision	Office of the Chief Actuary
Minor Subdivision	Offices of Short Range and Long Range Estimates
Schedule Subject	Office of the Chief Actuary Records
Is There a Classified Version of This Schedule?	No
Is consultation and coordination with Tribal Governments required?	Predate requirement

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Item Count

Total number of disposition items: 15

Number of Temporary disposition items: 10

Number of Permanent disposition items: 5

Number of Items with Disposition Not Approved: 0

Number of Inactive disposition items: 2

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Outline of Records Schedule Items for DAA-0047-2013-0001

Item #	Title	Disposition
0001	Contributions to Agency Reports, Studies, and Proposals	Temporary
0002	Analysis of Proposed Legislation	Permanent
0003	Analysis of Proposed Legislation Background Files	Permanent
0004	Reports of the Board of Trustees of the OASI and DI Trust Funds	Permanent
0005	Trustees Reports Background Files	Temporary
0006	Actuarial Studies	Permanent
0007	Actuarial Studies Background Files	Temporary
0008	Actuarial Benefit Statistics	Temporary
0009	Continuous Work History Samples	Temporary
0010	Noncontributory Military Service Reimbursement Determination Records : Detailed Reimbursement Listings	Temporary
0011	Noncontributory Military Service Reimbursement Determination Records : Summarized Reimbursement Data	Temporary
0012	Annual Reports of the Supplemental Security Income (SSI) Program	Permanent
0013	Annual Reports of the Supplemental Security Income (SSI) Program Background Files	Temporary
0014	President's Budget Background Files	Temporary
0015	Automatic Determinations Background Files	Temporary

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Records Schedule Items

DAA-0047-2013-0001-0001		STATUS: Active
ITEM GENERAL INFORMATION		
Item Title	Contributions to Agency Reports, Studies, and Proposals	
Item Description	Office of the Chief Actuary (OCACT) input and comments on reports, studies, and administrative proposals published by other Social Security Administration (SSA) offices. This includes OCACT input to the Agency's Continuing Disability Review Report, the Pre-Effectuation Review Report, the Performance and Accountability Report, other recurring and ad hoc Agency publications and any related background records.	
Is this item media neutral?	Yes	
Is this item a Big Bucket?		
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS		
Does this item supersede existing disposition authorities?	Yes	
	Superseded Items	
Superseded Item	Item Superseded in Part?	Explanation
NC-047-76-003/01/A/2	No	
Is this item a deviation from the GRS?	No	
DISPOSITION INSTRUCTION		
Final Disposition	Temporary	
Cutoff Instructions	Other: Cutoff at the end of the calendar year.	
Retention Period	Destroy 10 year(s) after cutoff	
ADDITIONAL INFORMATION		
Are any of the records covered by this item national security classified?		
GAO Approval Required	No	

DAA-0047-2013-0001-0002		STATUS: INACTIVE - NOT FOR USE
ITEM GENERAL INFORMATION		
Item Title	Analysis of Proposed Legislation	

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Item Description	OCACT memoranda analyzing proposed legislation affecting the Old-Age, Survivors, and Disability Insurance (OASDI) or Supplemental Security Income (SSI) programs. Proposals may be generated within SSA or by Congressional staff, Administration staff, or other outside entities. Memoranda provide a comprehensive actuarial analysis of the effects of proposed changes on the finances of the programs and are referred to extensively by policymakers and others interested in reforming the programs.	
Is this item media neutral?	No	
Media limitation	Digital only	
Is this item a Big Bucket?		
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS		
Does this item supersede existing disposition authorities?	Yes	
	Superseded Items	
Superseded Item	Item Superseded in Part?	Explanation
NC-047-76-003/01/A/03	No	
Is this item a deviation from the GRS?	No	
DISPOSITION INSTRUCTION		
DO NOT USE. This Item is inactive because it was superseded by DAA-0047-2023-0001-0001 on 4/22/2026 on 05/06/2026.		
Final Disposition	Permanent	
Cutoff Instructions	Other: Cutoff at the end of the calendar year.	
Are there multiple instructions for this item?	No	
Transfer Instruction	Transfer to the National Archives 20 year(s) after cutoff	
ADDITIONAL INFORMATION		
Are any of the records covered by this item subject to a FOIA exemption?		

DAA-0047-2013-0001-0003	STATUS: INACTIVE - NOT FOR USE
ITEM GENERAL INFORMATION	
Item Title	Analysis of Proposed Legislation Background Files

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Item Description	Files accumulated in the preparation, clearance, and issuance of legislative memoranda. Included are data, calculations, drafts, clearance comments, and similiar documents that contributed to the content of the final product or served as a basis for it's issuance. Because policymakers propose similiar ideas over time, these background files are vital reference material.
Is this item media neutral?	No
Media limitation	Digital only
Is this item a Big Bucket?	
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS	
Does this item supersede existing disposition authorities?	Yes
	Superseded Items
Superseded Item	Item Superseded Explanation in Part?
NC-047-76-003/02/C	No
Is this item a deviation from the GRS?	No
DISPOSITION INSTRUCTION	
DO NOT USE. This item is inactive because it was superseded by New Disposition Authority Number: DAA-0047-2023-0001-0003 on 04/22/2026.	
Final Disposition	Permanent
Cutoff Instructions	Other: Cutoff at the end of the calendar year.
Are there multiple instructions for this item?	No
Transfer Instruction	Transfer to the National Archives 20 year(s) after cutoff
ADDITIONAL INFORMATION	
Are any of the records covered by this item subject to a FOIA exemption?	

DAA-0047-2013-0001-0004	STATUS: Active
ITEM GENERAL INFORMATION	
Item Title	Reports of the Board of Trustees of the OASI and DI Trust Funds
Item Description	Annual reports to Congress on the status of the Old-Age and Survivors Insurance (OASI) and Disability (DI) Trust Funds. The reports contain a narrative and statistical summary of trust fund operations for the preceding year and a projection of fund status in coming years. The reports are mandated by and prepared pursuant to the Social Security Act.
Is this item media neutral?	Yes

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Is this item a Big Bucket?		
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS		
Does this item supersede existing disposition authorities?	Yes	
Superseded Items		
Superseded Item	Item Superseded in Part?	Explanation
NC-047-76-003/02/A/01	No	
Is this item a deviation from the GRS?	No	
DISPOSITION INSTRUCTION		
Final Disposition	Permanent	
Cutoff Instructions	Other: Cutoff at the end of the calendar year.	
Are there multiple instructions for this item?	No	
Transfer Instruction	Transfer to the National Archives 20 year(s) after cutoff	
ADDITIONAL INFORMATION		
Are any of the records covered by this item subject to a FOIA exemption?		

DAA-0047-2013-0001-0005	STATUS: Active	
ITEM GENERAL INFORMATION		
Item Title	Trustees Reports Background Files	
Item Description	Files accumulated in the preparation, clearance, and issuance of the annual Trustees Reports. Included are data, calculations, drafts, clearance comments, and similiar documents that contributed to the content of the final product or served as a basis for its issuance.	
Is this item media neutral?	Yes	
Is this item a Big Bucket?		
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS		
Does this item supersede existing disposition authorities?	Yes	
Superseded Items		
Superseded Item	Item Superseded in Part?	Explanation
NC-047-76-003/02/C	No	
Is this item a deviation from the GRS?	No	

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DISPOSITION INSTRUCTION	
Final Disposition	Temporary
Cutoff Instructions	Other: Cutoff at the end of the calendar year.
Retention Period	Destroy 10 year(s) after cutoff
ADDITIONAL INFORMATION	
Are any of the records covered by this item national security classified?	
GAO Approval Required	No

DAA-0047-2013-0001-0006		STATUS: Active
ITEM GENERAL INFORMATION		
Item Title	Actuarial Studies	
Item Description	Studies conducted by OCACT on various actuarial subjects, such as long-range estimates, benefit projections, aged population projections, mortality rates, etc. Included are studies issued under the Actuarial Study and Actuarial Note series. Also included are one-time and special studies.	
Is this item media neutral?	Yes	
Is this item a Big Bucket?		
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS		
Does this item supersede existing disposition authorities?	Yes	
	Superseded Items	
Superseded Item	Item Superseded in Part?	Explanation
NC-047-76-003/02/B/01	No	
Is this item a deviation from the GRS?	No	
DISPOSITION INSTRUCTION		
Final Disposition	Permanent	
Cutoff Instructions	Other: Cutoff at the end of the calendar year.	
Are there multiple instructions for this item?	No	
Transfer Instruction	Transfer to the National Archives 20 year(s) after cutoff	
ADDITIONAL INFORMATION		
Are any of the records covered by this item subject to a FOIA exemption?		

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DAA-0047-2013-0001-0007		STATUS: Active
ITEM GENERAL INFORMATION		
Item Title	Actuarial Studies Background Files	
Item Description	Files accumulated in the preparation, clearance, and issuance of actuarial studies. Included are data, calculations, drafts, clearance comments, and similiar documents that contributed to the content of the final product or served as a basis for it's issuance.	
Is this item media neutral?	Yes	
Is this item a Big Bucket?		
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS		
Does this item supersede existing disposition authorities?	Yes	
	Superseded Items	
Superseded Item	Item Superseded in Part?	Explanation
NC-047-76-003/02/C	No	
Is this item a deviation from the GRS?	No	
DISPOSITION INSTRUCTION		
Final Disposition	Temporary	
Cutoff Instructions	Other: Cutoff at the end of the calendar year.	
Retention Period	Destroy 20 year(s) after cutoff	
ADDITIONAL INFORMATION		
Are any of the records covered by this item national security classified?		
GAO Approval Required	No	

DAA-0047-2013-0001-0008		STATUS: Active
ITEM GENERAL INFORMATION		
Item Title	Actuarial Benefit Statistics	
Item Description	Tabulations of OASDI and SSI benefit statistics used in actuarial estimates. Due to the unpredictable nature of requirements for time series of data in making actuarial estimates, a substantial body of data needs to be retained for occasional reference over a period of years. Included are any related background records.	
Is this item media neutral?	Yes	
Is this item a Big Bucket?		
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS		

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Does this item supersede existing disposition authorities?	Yes
	Superseded Items
Superseded Item	Item Superseded in Part? Explanation
NC-047-76-003/02/G	No
Is this item a deviation from the GRS?	No
DISPOSITION INSTRUCTION	
Final Disposition	Temporary
Cutoff Instructions	Other: Cutoff at the end of the calendar year.
Retention Period	Destroy 10 year(s) after cutoff
ADDITIONAL INFORMATION	
Are any of the records covered by this item national security classified?	
GAO Approval Required	No

DAA-0047-2013-0001-0009	STATUS: Active
ITEM GENERAL INFORMATION	
Item Title	Continuous Work History Samples
Item Description	Tabulations of continuous work history sample data.
Is this item media neutral?	Yes
Is this item a Big Bucket?	
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS	
Does this item supersede existing disposition authorities?	Yes
	Superseded Items
Superseded Item	Item Superseded in Part? Explanation
NC-047-76-003/02/H	No
Is this item a deviation from the GRS?	No
DISPOSITION INSTRUCTION	
Final Disposition	Temporary
Cutoff Instructions	Other: Cutoff at the end of the calendar year.
Retention Period	Destroy 5 year(s) after cutoff
ADDITIONAL INFORMATION	

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Are any of the records covered by this item national security classified?	
GAO Approval Required	No

Group Title	Noncontributory Military Service Reimbursement Determination Records
Group Description	Files related to SSA's determination of additional costs attributable to noncontributory credits for: (1) military service performed before 1957 with respect to benefits paid beginning September 1, 1950; (2) military service performed after 1956 with respect to benefits paid beginning January, 1968; and (3) internment of persons of Japanese ancestry during the period December 7, 1941 through December 31, 1946. OCACT uses these files to determine the amount of reimbursement to the OASI and DI Trust Funds from the General Fund of the Treasury.

DAA-0047-2013-0001-0010

STATUS: Active

ITEM GENERAL INFORMATION

Item Title	Detailed Reimbursement Listings
Item Description	Noncontributory military service reimbursement data provided on an individual beneficiary basis.
Is this item media neutral?	Yes
Is this item a Big Bucket?	

SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS

Does this item supersede existing disposition authorities?	Yes
Superseded Item	Superseded Items
	Item Superseded Explanation in Part?
NC-047-76-003/02/I/02	No
Is this item a deviation from the GRS?	No

DISPOSITION INSTRUCTION

Final Disposition	Temporary
Cutoff Instructions	Other: Cutoff at the end of the calendar year.
Retention Period	Destroy 10 year(s) after cutoff

ADDITIONAL INFORMATION

Are any of the records covered by this item national security classified?	
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GAO Approval Required	No
DAA-0047-2013-0001-0011	
STATUS: Active	
ITEM GENERAL INFORMATION	
Item Title	Summarized Reimbursement Data
Item Description	Data on benefits attributable to noncontributory military service credits summarized by classifications such as trust fund, fiscal year of payment, and similiar items of classification.
Is this item media neutral?	Yes
Is this item a Big Bucket?	
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS	
Does this item supersede existing disposition authorities?	Yes
	Superseded Items
Superseded Item	Item Superseded Explanation in Part?
NC-047-76-003/02/I/03	No
Is this item a deviation from the GRS?	No
DISPOSITION INSTRUCTION	
Final Disposition	Temporary
Cutoff Instructions	Other: Cutoff at the end of the calendar year.
Retention Period	Destroy 10 year(s) after cutoff
ADDITIONAL INFORMATION	
Are any of the records covered by this item national security classified?	
GAO Approval Required	No

DAA-0047-2013-0001-0012	STATUS: Active
ITEM GENERAL INFORMATION	
Item Title	Annual Reports of the Supplemental Security Income (SSI) Program
Item Description	SSA prepares the SSI reports annually to update the President and the Congress on the status of the SSI program. The reports provide projections of program participation and costs through at least 25 years, as required by law.
Is this item media neutral?	Yes
Is this item a Big Bucket?	
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS	

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Does this item supersede existing disposition authorities?	No
Is this item a deviation from the GRS?	No
DISPOSITION INSTRUCTION	
Final Disposition	Permanent
Cutoff Instructions	Other: Cutoff at the end of the calendar year.
Are there multiple instructions for this item?	No
Transfer Instruction	Transfer to the National Archives 20 year(s) after cutoff.
ADDITIONAL INFORMATION	
Are any of the records covered by this item subject to a FOIA exemption?	

DAA-0047-2013-0001-0013		STATUS: Active
ITEM GENERAL INFORMATION		
Item Title	Annual Reports of the Supplemental Security Income (SSI) Program Background Files	
Item Description	Files accumulated in the preparation, clearance, and issuance of the annual SSI reports. Included are data, calculations, drafts, clearance comments, and similar documents that contributed to the content of the final product or served as a basis for it's issuance.	
Is this item media neutral?	Yes	
Is this item a Big Bucket?		
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS		
Does this item supersede existing disposition authorities?	No	
Is this item a deviation from the GRS?	No	
DISPOSITION INSTRUCTION		
Final Disposition	Temporary	
Cutoff Instructions	Other: Cutoff at the end of the calendar year.	
Retention Period	Destroy 10 year(s) after cutoff.	
ADDITIONAL INFORMATION		
Are any of the records covered by this item national security classified?		
GAO Approval Required	No	

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DAA-0047-2013-0001-0014		STATUS: Active
ITEM GENERAL INFORMATION		
Item Title	President's Budget Background Files	
Item Description	Each year, SSA provides input to the Administration and to OMB for the President's Budget and the Mid-Session Review of the Budget. OCACT develops short-range and long-range projections of benefit costs for OASDI and SSI, and develops workload projections for the SSA Office of Budget. Files include those accumulated in the preparation, clearance, and issuance of the annual President's budget and the Mid-Session Review. Included are data, calculations, drafts, clearance comments, and similiar documents that contributed to the content of the final product or served as a basis for it's issuance.	
Is this item media neutral?	Yes	
Is this item a Big Bucket?		
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS		
Does this item supersede existing disposition authorities?	No	
Is this item a deviation from the GRS?	No	
DISPOSITION INSTRUCTION		
Final Disposition	Temporary	
Cutoff Instructions	Other: Cutoff at the end of the calendar year.	
Retention Period	Destroy 10 year(s) after cutoff	
ADDITIONAL INFORMATION		
Are any of the records covered by this item national security classified?		
GAO Approval Required	No	

DAA-0047-2013-0001-0015		STATUS: Active
ITEM GENERAL INFORMATION		
Item Title	Automatic Determinations Background Files	

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Item Description	OCACT annually determines certain program parameters required by the automatic-adjustment provisions of the law, including the cost-of-living adjustment (COLA), the national average wage index (AWI), and the maximum amount subject to Social Security taxes in a given year. OCACT also prepares the required notifications to Congress. Files include those accumulated in the preparation, clearance, and issuance of the automatic determinations. Included are data, calculations, drafts, clearance comments, and similiar documents that contributed to the content of the final product or served as a basis for it's issuance.
Is this item media neutral?	Yes
Is this item a Big Bucket?	
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS	
Does this item supersede existing disposition authorities?	No
Is this item a deviation from the GRS?	No
DISPOSITION INSTRUCTION	
Final Disposition	Temporary
Cutoff Instructions	Other: Cutoff at the end of the calendar year.
Retention Period	Destroy 10 year(s) after cutoff
ADDITIONAL INFORMATION	
Are any of the records covered by this item national security classified?	
GAO Approval Required	No

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Signatory Information

Action	User	Date
Approve	David Ferriero	04/25/2014