

Req No 030 Oct 80
14

REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

TO GENERAL SERVICES ADMINISTRATION,
NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408

1 FROM (AGENCY OR ESTABLISHMENT)
Department of Justice

2 MAJOR SUBDIVISION
Executive Office for U.S. Trustees *William H. Sager
Deputy Director*

3 MINOR SUBDIVISION

4 NAME OF PERSON WITH WHOM TO CONFER
Richard Kapica or
William H. Sager

5 TEL EXT
633-5000
633-3326

LEAVE BLANK
JOB NO
-4 NC1-60-81-4
DATE RECEIVED November 5, 1980
NOTIFICATION TO AGENCY In accordance with the provisions of 44 U.S.C. 3303a the disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10
12-10-80 Date <u>Archivist of the United States</u>
WITHDRAWN

6 CERTIFICATE OF AGENCY REPRESENTATIVE

I hereby certify that I am authorized to act for this agency in matters pertaining to the disposal of the agency's records; that the records proposed for disposal in this Request of 3 ~~two~~ page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified.

A Request for immediate disposal

B Request for disposal after a specified period of time or request for permanent retention

C DATE 10/27/80	D SIGNATURE OF AGENCY REPRESENTATIVE <i>Robert M. Yahn</i> Robert M. Yahn	E TITLE Chief, Records Maintenance and Disposition Section, RPS/JMD
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7 ITEM NO	8 DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9 SAMPLE OR JOB NO	10 ACTION TAKEN
	<p>The Bankruptcy Reform Act of 1978 (P.L.95-598), codified as Title 11, United States Code, established a program which shifted the administration of bankruptcy cases from Bankruptcy Judges to U.S. Trustees in 18 federal districts. These U.S. Trustees are employees of the Department of Justice. The U.S. Trustee program began on October 1, 1979 and is a pilot program that will either be extended by Congress before April 1984, or will lapse at that time.</p> <p>Field Office Files</p> <p>1. Unselected Title 11, U.S.C. Chapter 7 bankruptcy case files.</p> <p>a. Upon dismissal of the case by the Court. b. Upon discharge of the panel trustee by the Court.</p> <p><u>Disposition:</u> Transfer to the Federal Archives and Records Center (FARC) four months after closing. Destroy five years after closing.</p>		<p>WITHDRAWN</p> <p>4 items</p>

* Revision in description of Items 1-3 authorized by Bernard W. Berglund, RMDS/RPS/JMD, per telecom of November 28/80. *12/1/80.*

Closed Out: 4-9-82: *KFD*

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7 ITEM NO	8 DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9 SAMPLE OR JOB NO	10 ACTION TAKEN
2.	<p>Unselected Title 11, U.S.C. Chapter 11 bankruptcy case files.</p> <p>a. Upon dismissal of the case by the Court. b. Upon order of discharge of debtor by the Court.</p> <p><u>Disposition:</u> Transfer to the FARC four months after closing. Destroy five years after closing.</p>		WITHDRAWN
3.	<p>Unselected Title 11, U.S.C. Chapter 13 bankruptcy case files.</p> <p>a. Upon dismissal of the case by the Court. b. Sixty (60) days after approval of the plan.</p> <p><u>Disposition:</u> Transfer to the FARC four months after closing. Destroy five years after closing.</p> <p>Estimated annual volume of unselected Title 11, U.S.C. Chapters 7, 11 and 13 case files is 420 cubic feet (approximately 75,500 case files ÷ 180 files per cubic foot).</p>		WITHDRAWN
4.	<p>Selected Title 11, Chapter 7, 11 & 13 case files of significant historic value.</p> <p>Prior to transfer of closed files to the FARC, the Executive Office for U.S. Trustees shall select, segregate and designate files of significant historic value according to one or more of the following criteria:</p> <p>a. The case has a significant impact on statutes, rules or regulations, or law enforcement policies.</p> <p>b. The case has actual or potential economic impact with specific effect upon a particular industry.</p> <p>c. The case was the subject of intense public interest expressed by</p> <p>(1) A demonstrated interest of a Congressional Committee or the Executive Office of the President.</p> <p>(2) A high degree of national media attention.</p> <p><u>Disposition:</u> PERMANENT. Transfer to FARC four months after close of the case. Offer to NARS five years after close of case.</p> <p><u>Procedure:</u> Cases selected by the EOUST for permanent retention shall be listed individually by case name on</p>		WITHDRAWN

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7 ITEM NO	8 DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9 SAMPLE OR JOB NO	10 ACTION TAKEN
	<p>Standard Form 135, Records Transmittal and Receipt, and boxes separately from unselected or general files for transmittal to FARC.</p> <p>Estimated annual volume of selected files is one cubic foot.</p>		<p><u>WITHDRAWN</u></p>