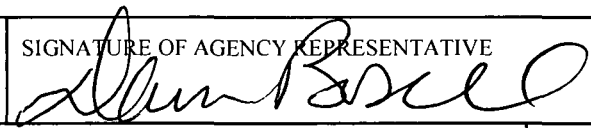| REQUEST FOR RECORDS DISPOSITION AUTHORITY	JOB NUMBER DI-471-10-4

TO NATIONAL ARCHIVES & RECORDS ADMINISTRATION 8601 ADELPHI ROAD COLLEGE PARK, MD 20740-6001	Date Received 10/8/10

FROM (Agency or establishment) Department of the Interior	NOTIFICATION TO AGENCY
2 MAJOR SUBDIVISION Office of Surface Mining	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request, including amendments, is approved except for items that may be marked "disposition not approved or "withdrawn" in column 10
3 MINOR SUBDIVISION Office of the Chief Information Officer	

4 NAME OF PERSON WITH WHOM TO CONFER Dawn Boswell	4 TELEPHONE NUMBER 202-208-3652	DATE 9 NOV 2010	ARCHIVIST OF THE UNITED STATES

5   AGENCY INFORMATION
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 ___1___ page(s) are not needed now 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 6/14/2010	SIGNATURE OF AGENCY REPRESENTATIVE	TITLE Records Officer

7 ITEM NO	8 DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARA USE ONLY)
I	Single Source Coal Report System (SSCR) (see attached)		

Office of Surface Mining Reclamation and Enforcement (OSM)

SF-115 Attachment
NARA Job No N1-471-10-___

System Name: Single Source Coal Report System (SSCR)

System Record Description:
The Single Source Coal Reporting System is an internet based system that coal companies can use to submit quarterly Coal Reclamation Fee Reports to OSM   A company may choose to enter the data electronically (SSCR) or by paper   The electronic records include company information, name, and address, permit ownership and control (name and address), etc   In addition the tonnages produced for each permit and the associated fees for each permit are entered by the company   This data is retrieved by OSM from the SSCR system and entered electronically into the Coal Fee Collection Management System (CFCMS)   (Paper forms are entered into the CFCMS system by OSM)   Information as to whom the coal was sold and/or delivered to is also entered by the company   The data is retained in SSCR to allow companies to return to the filing and amend a filing at some future time   There is no time limit imposed on future amendments   The system went live in early 2001 and contains all data entered by companies since that time

Records:

1. Master Data Files

   Disposition: TEMPORARY   Destroy or delete when no longer needed for business use

Additional Information:

Establishing Authority: Title IV, Surface Mining Control and Reclamation Act of 1977 (SMCRA), as amended

Restrictions:

Superseded Records and Authorities: Unscheduled electronic system New Schedule

Related Records and Authorities:
OSM-1 Files, 204-1, NARA Job No N1-471-89-1, temporary retention
Coal Fee Collection Management System, NARA Job No N1-471-10-__/1
Paper form inputs, General Records Schedule (GRS) 20/2a4

Supplementary System Description:
The system is 100% electronic There are no associated paper files or electronic files directly attributable to the electronic data entry by the companies The regulated coal companies choose to enter required reporting information electronically via the SSCR from which the various coal industry regulating agencies extract the data needed for their recordkeeping purposes If the company sends in the reporting information on paper, the information is input into CFCMS system directly The paper inputs are covered by the GRS

E-System Point of Contact:
Sean Spillane, Fee, Accounting & Collection Branch Chief, PO BOX 25065, Denver, Colorado, 80225-0065 Phone (303) 236-0330 x278

Program Office:
Department of Interior (DOI), Office of Surface Mining Reclamation and Enforcement (OSM), Division of Financial Management (DFM)