

INACTIVE - ALL ITEMS SUPERSEDED OR OBSOLETE

Schedule Number: N1-053-02-006

All items in this schedule are inactive. Items are either obsolete or have been superseded by newer NARA approved records schedules.

Description:

This schedule is superseded by N1-053-06-005 item 57, GRS 5.2 item 020 (DAA-GRS-2017-0003-0001), and GRS 3.1 item 051 (DAA-GRS- 2013-0005- 0003)

Date Reported: 8/6/2019

INACTIVE - ALL ITEMS SUPERSEDED OR OBSOLETE

REQUEST FOR RECORDS DISPOSITION AUTHORITY (See Instructions on reverse)	
NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR)	
1. FROM (Agency or establishment) BUREAU OF THE PUBLIC DEBT	
2. MAJOR SUBDIVISION SECURITIES OPERATIONS	
3. MINOR SUBDIVISION DIVISION OF SYSTEMS ADMINISTRATION	
4. NAME OF PERSON WITH WHOM TO CONFER Ronda Blake	5. TELEPHONE (304) 480-6019

LEAVE BLANK (NARA use only)	
JOB NUMBER 71-053-02-6	
DATE RECEIVED 1-11-2002	
NOTIFICATION TO AGENCY	
In accordance with 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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.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 4-15-02	ARCHIVIST OF THE UNITED STATES <i>[Signature]</i>

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 <u>2</u> 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,		
<input checked="checked" type="checkbox"/> is not required; <input type="checkbox"/> is attached; or <input type="checkbox"/> has been requested.		
DATE 12/6/01	SIGNATURE OF AGENCY REPRESENTATIVE Vicki Thorpe <i>[Signature]</i>	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 GRS OR SUPERSEDED JOB CITATION	10.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)
	<p style="text-align: center; font-size: 2em;">See the Attached Sheets</p> <p style="text-align: center; font-size: 1.5em;">Agency NR NWMW</p>		

REQUEST FOR RECORDS DISPOSITION AUTHORITY

For the Bureau of the Public Debt

January 25, 2002

7. ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION.	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
N1-53-02-06-0001	<p>Title: UNISSUED STOCK SYSTEM- MASTERFILE</p> <p>Title Memo: The Unissued Stock System was implemented on April 30, 1991. Its main function is to provide tracking and accounting functions for claims involving the loss, theft, mutilation, or destruction of unissued savings bond stock held by issuing agents. There are two primary data tables: the case table and the rescinded table. The case table data includes, but is not limited to, the identity of banks and issuing agents that have submitted unissued stock claims and the amount of credit extended to them due to the loss. The rescinded table data includes, but is not limited to, the amount of credit rescinded due to a subsequent recovery of unissued stock. There are no word processing, spreadsheet, or e-mail software packages attached to this system.</p> <p>Form Number: Form Series: Restrictions: NONE Computer System: Unissued Stock Cost Code: 68000 Retention Years: 6 Retention Months: 0 Vital Records: <input type="checkbox"/></p> <p>Retention Description: Temporary. Cut off when credit is rescinded. Delete 6 years 3 months or when no longer needed for administrative, legal, audit, or other operational purposes after cut off, whichever is later.</p>		
N1-53-02-06-0002	<p>Title: UNISSUED STOCK SYSTEM REPORTS</p> <p>Title Memo: These reports are generated as needed and contain statistical and accounting data that is processed by the Unissued Stock System. They include, but are not limited to, Summary Report, Activity Log Report, Credit Rescinded Accounts Receivable in Process of Collection, Credit Extended, Credit Rescinded Including Adjustment Action Code, History Report Rescinded Activity, Current Status of Credit Extended, Report of Unissued Stock Claims, Pending/Cancelled File Report, Rescinded File Report, and Agent Activity Report.</p> <p>NOTE: The Approved File Report is printed monthly.</p> <p>Form Number: Form Series: Restrictions: NONE Computer System: Unissued Stock Cost Code: 68000 Retention Years: 6 Retention Months: 3 Vital Records: <input type="checkbox"/></p> <p>Retention Description: Temporary. Cut off when created. Destroy 6 years 3 months after cut off.</p>		

REQUEST FOR RECORDS DISPOSITION AUTHORITY

For the Bureau of the Public Debt

January 25, 2002

7. ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION.	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)									
N1-53-02-06-0003	<p data-bbox="264 289 895 317">Title: UNISSUED STOCK SYSTEM DOCUMENTATION</p> <p data-bbox="264 352 1206 411">Title Memo: These are electronic and hard copies of the record layouts and user guide for the system.</p> <table border="0" data-bbox="264 447 1150 541"><tr><td>Form Number:</td><td>Form Series:</td><td>Restrictions: NONE</td></tr><tr><td>Computer System: Unissued Stock</td><td>Cost Code: 68000</td><td></td></tr><tr><td>Retention Years: n/a</td><td>Retention Months: 0</td><td>Vital Records: <input type="checkbox"/></td></tr></table> <p data-bbox="264 573 632 600">Retention Description: Temporary.</p> <ul style="list-style-type: none"><li data-bbox="264 606 1214 695">a. Hard copies: Destroy when superseded, or upon authorized deletion of the related master file or database, or upon the destruction of the output of the system, whichever is the latest.<li data-bbox="264 701 1206 758">b. Electronic copies: Destroy when record keeping copy is produced or when no longer needed for revision and update, whichever is the later.	Form Number:	Form Series:	Restrictions: NONE	Computer System: Unissued Stock	Cost Code: 68000		Retention Years: n/a	Retention Months: 0	Vital Records: <input type="checkbox"/>		
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