

<b>REQUEST FOR RECORDS DISPOSITION AUTHORITY</b> <i>(See Instructions on reverse)</i>		<small>LEAVE BLANK (NARA use only)</small>	
<b>TO: NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR)</b> <b>WASHINGTON, DC 20408</b>		<b>JOB NUMBER</b> <i>N1-53-99-1</i>	
<b>1. FROM (Agency or establishment)</b> BUREAU OF THE PUBLIC DEBT		<b>DATE RECEIVED</b>	
<b>2. MAJOR SUBDIVISION</b> VARIOUS OFFICES		<b>NOTIFICATION TO AGENCY</b>  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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.	
<b>3. MINOR SUBDIVISION</b>			
<b>4. NAME OF PERSON WITH WHOM TO CONFER</b>  ROBERT KONZ	<b>5. TELEPHONE</b>  (304)480-6601	<b>DATE</b> <i>12-2-99</i>	<b>ARCHIVIST OF THE UNITED STATES</b> <i>John W. Paul</i>

<b>6. AGENCY CERTIFICATION</b> 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 <i>see letter dated 3/22/99</i>		
<div style="display: flex; justify-content: space-around; align-items: center;"> <div> <input checked="" type="checkbox"/> is not required;         </div> <div> <input type="checkbox"/> is attached; or         </div> <div> <input type="checkbox"/> has been requested.         </div> </div>		
<b>DATE</b>  3/22/99	<b>SIGNATURE OF AGENCY REPRESENTATIVE</b> <i>Debbie S. Hooper</i>	<b>TITLE</b> <i>Manager, Graphics Printing &amp; Records</i>

7. ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
115-109	SEE ATTACHED		

**SF - 115 Number Title**

N1-53-99-01-0001.01A CV.COUPON.AUDIT.MASTER

**Authority Description**

SYSTEM OUTPUTS  
THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH THE COUPON AUDIT SYSTEM. THE RETENTION OF THIS SYSTEM WAS APPROVED UNDER N1-53-96-04-0050.

**Computer System**

CV-COUPONAUDITV

**Restrictions**

CO

**Form Num****Document Num**

300

**User Cost Code**

740

**Retention Years**

0

**Retention Months**

0

**Retention Description**

DESTROY WHEN SUPERSEDED.

**SF - 115 Number Title**

N1-53-99-01-0001.02A RA.RAFK11.PD; RA.RAFM97; RA.RAF; RA.TYF009

**Authority Description**

SYSTEM OUTPUTS  
THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH THE REGISTERED ACCOUNTS SYSTEM. THE RETENTION OF THIS SYSTEM WAS APPROVED UNDER N1-53-96-04-0041.

**Computer System**

RA-REGISTERED

**Restrictions**

CO

**Form Num****Document Num**

300

**User Cost Code**

740

**Retention Years**

0

**Retention Months**

0

**Retention Description**

DESTROY WHEN NO LONGER NEEDED FOR OPERATIONS.

**SF - 115 Number Title**

N1-53-99-01-0001.02B RA.P261FFRB

**Authority Description**

~~THESE ARE BACKUP TAPES~~ <sup>SYSTEM OUTPUTS</sup> THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH THE REGISTERED ACCOUNTS SYSTEM. THE RETENTION OF THIS SYSTEM WAS APPROVED UNDER N1-53-96-04-0041.

<i>Computer System</i>	<i>Restrictions</i>	<i>Form Num</i>	<i>Document Num</i>	<i>User Cost Code</i>
RA-REGISTERED	CO		300	740

<i>Retention Years</i>	<i>Retention Months</i>
0	4

**Retention Description**

RETAIN FOR 15 DAYS AFTER CREATED.

**SF - 115 Number Title**

N1-53-99-01-0001.02C RA.RAJN054

**Authority Description**

~~THESE ARE BACKUP TAPES~~ <sup>SYSTEM OUTPUTS</sup> THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH THE REGISTERED ACCOUNTS SYSTEM. THE RETENTION OF THIS SYSTEM WAS APPROVED UNDER N1-53-96-04-0041.

<i>Computer System</i>	<i>Restrictions</i>	<i>Form Num</i>	<i>Document Num</i>	<i>User Cost Code</i>
RR-REGISTEREDAC	CO		300	740

<i>Retention Years</i>	<i>Retention Months</i>
0	4

**Retention Description**

DESTROY AFTER 7 DAYS.

**SF - 115 Number Title**

N1-53-99-01-0001.02D RA.RAFH.PD; RA.RAFL

**Authority Description**

SYSTEM OUTPUTS  
THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH THE REGISTERED ACCOUNTS SYSTEM. THE RETENTION OF THIS SYSTEM WAS APPROVED UNDER N1-53-96-04-0041.

Computer System	Restrictions	Form Num	Document Num	User Cost Code
RA-REGISTERED	CO		300	740

Retention Years	Retention Months
4	0

**Retention Description**

RETAIN FOR 4 YEARS AFTER CREATED.

**SF - 115 Number Title**

N1-53-99-01-0001.03A RF.INTACC; RF.NUMMASTR

**Authority Description**

SYSTEM OUTPUTS  
THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH THE REFCORP DEMAND DEPOSIT. THE RETENTION OF THIS SYSTEM WAS APPROVED UNDER N1-53-96-04-0055.

Computer System	Restrictions	Form Num	Document Num	User Cost Code
RD-REFCORDEMAND	CO		300	740

Retention Years	Retention Months
90	0

**Retention Description**

DESTROY WHEN NO LONGER NEEDED FOR OPERATIONS

**SF - 115 Number Title**

N1-53-99-01-0001.03C RF.RBPDRFW

**Authority Description**

*SYSTEM OUTPUTS*  
THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH THE REFCORP DEMAND DEPOSIT. THE RETENTION OF THIS SYSTEM WAS APPROVED UNDER N1-53-96-04-0055.

**Computer System**

RD-REFCORDEMAND

**Restrictions**

CO

**Form Num****Document Num**

300

**User Cost Code**

740

**Retention Years**

0

**Retention Months**

1

**Retention Description**

DESTROY AFTER 7 DAYS.

**SF - 115 Number Title**

N1-53-99-01-0001.03C RF.SAVE

**Authority Description**

*SYSTEM OUTPUTS*  
THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH THE REFCORP DEMAND DEPOSIT. THE RETENTION OF THIS SYSTEM WAS APPROVED UNDER N1-53-96-04-0055.

**Computer System**

RD-REFCORDEMAND

**Restrictions**

CO

**Form Num****Document Num**

300

**User Cost Code**

740

**Retention Years**

0

**Retention Months**

1

**Retention Description**

DESTROY AFTER 7 DAYS.

**SF - 115 Number Title**

N1-53-99-01-0001.03E RF.AVGINT; RF.INTACC

**Authority Description**

SYSTEM OUTPUTS  
THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH THE REFCORP DEMAND DEPOSIT. THE RETENTION OF THIS SYSTEM WAS APPROVED UNDER N1-53-96-04-0055.

Computer System	Restrictions	Form Num	Document Num	User Cost Code
RD-REFCORDEMAND	CO		300	740

Retention Years	Retention Months
0	2

**Retention Description**

DESTROY AFTER 2 MONTHS.

**SF - 115 Number Title**

N1-53-99-01-0001.04A RR.ACCT31;RR.CONV;RR.LOAN20;RR.SECR30

**Authority Description**

SYSTEM OUTPUTS  
THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH THE REFCORP DEMAND DEPOSIT SYSTEM. THE RETENTION OF THIS SYSTEM WAS APPROVED UNDER N1-53-96-04-0055.

Computer System	Restrictions	Form Num	Document Num	User Cost Code
RF-REFCORTIME	CO		300	740

Retention Years	Retention Months
00	0

**Retention Description**

DESTROY WHEN NO LONGER NEEDED FOR OPERATIONS

**SF - 115 Number Title**

N1-53-99-01-0001.04C RR. IMSLOG.P1.RRP

**Authority Description**

SYSTEM OUTPUTS  
THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH THE REFCORP DEMAND DEPOSIT SYSTEM. THE RETENTION OF THIS SYSTEM WAS APPROVED UNDER N1-53-96-04-0055.

**Computer System**

RF-REFCORTIME

**Restrictions**

CO

**Form Num****Document Num**

300

**User Cost Code**

740

**Retention Years**

0

**Retention Months**

4

**Retention Description**

DESTROY AFTER 7 DAYS.

**SF - 115 Number Title**

N1-53-99-01-0001.04H RR.B1099.DATA

**Authority Description**

SYSTEM OUTPUTS  
THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH THE REFCORP DEMAND DEPOSIT SYSTEM. THE RETENTION OF THIS SYSTEM WAS APPROVED UNDER N1-53-96-04-0055.  
1099 DATA

**Computer System**

RF-REFCORTIME

**Restrictions**

CO

**Form Num****Document Num**

300

**User Cost Code**

740

**Retention Years**

7

**Retention Months**

0

**Retention Description**

DESTROY AFTER 7 YEARS.

**SF - 115 Number Title**

N1-53-99-01-0001.04HH RR.DATA1099.INTS;RR.PRIMARY.CHECK.BKUP

**Authority Description**

SYSTEM OUTPUTS  
THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH THE REFCORP DEMAND DEPOSIT SYSTEM. THE RETENTION OF THIS SYSTEM WAS APPROVED UNDER N1-53-96-04-0055.

<b>Computer System</b>	<b>Restrictions</b>	<b>Form Num</b>	<b>Document Num</b>	<b>User Cost Code</b>
RF-REFCORTIME	CO		300	740

<b>Retention Years</b>	<b>Retention Months</b>
2	0

**Retention Description**

DESTROY AFTER 2 YEARS.

**SF - 115 Number Title**

N1-53-99-01-0001.04J RR.WFR1099.INTS

**Authority Description**

SYSTEM OUTPUTS  
THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH THE REFCORP DEMAND DEPOSIT SYSTEM. THE RETENTION OF THIS SYSTEM WAS APPROVED UNDER N1-53-96-04-0055.

<b>Computer System</b>	<b>Restrictions</b>	<b>Form Num</b>	<b>Document Num</b>	<b>User Cost Code</b>
RF-REFCORTIME	CO		300	740

<b>Retention Years</b>	<b>Retention Months</b>
1	0

**Retention Description**

DESTROY AFTER 1 YEARS.

**SF - 115 Number Title**

N1-53-99-01-0001.05A SD.IRSINFO;SD.NAMMTR.GAO.;SD.NUMMSTR.GAO

**Authority Description**

THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH THE RAB/ST &amp; LOCAL GOVERNMENT-SARDAS

**Computer System**

SD-RAB/ST/LOCAL

**Restrictions**

CO

**Form Num****Document Num**

300

**User Cost Code**

740

**Retention Years**

99

**Retention Months**

0

**Retention Description**

DESTROY WHEN NO LONGER NEEDED.

**SF - 115 Number Title**

N1-53-99-01-0001.05D SD.GFOINFO

**Authority Description**

THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH THE RAB/ST &amp; LOCAL GOVERNMENT-SARDAS

**Computer System**

SD-RAB/ST/LOCAL

**Restrictions**

CO

**Form Num****Document Num**

300

**User Cost Code**

740

**Retention Years**

4

**Retention Months**

0

**Retention Description**

DESTROY AFTER 4 YEARS

**SF - 115 Number Title**

N1-53-99-01-0001.05F SD.SAVE

**Authority Description**

THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH THE RAB/ST &amp; LOCAL GOVERNMENT-SARDAS

**Computer System**

SD-RAB/ST/LOCAL

**Restrictions**

CO

**Form Num****Document Num**

300

**User Cost Code**

740

**Retention Years**

0

**Retention Months**

1

**Retention Description**

DESTROY AFTER 30 DAYS.

**SF - 115 Number Title**

N1-53-99-01-0001.05HH SD.IPHMSTR.GAO.YR-.COPY

**Authority Description**

THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH THE RAB/ST &amp; LOCAL GOVERNMENT - SARDAS.

**Computer System**

SD-RAB/ST/LOCAL

**Restrictions**

CO

**Form Num****Document Num**

300

**User Cost Code**

740

**Retention Years**

2

**Retention Months**

0

**Retention Description**

DESTROY AFTER 2 YEARS.

**SF - 115 Number Title**

N1-53-99-01-0001.05I SD.FREEINFO

**Authority Description**

THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH THE RAB/ST &amp; LOCAL GOVERNMENT - SARDAS

**Computer System**

SD-RAB/ST/LOCAL

**Restrictions**

CO

**Form Num****Document Num**

300

**User Cost Code**

740

**Retention Years**

3

**Retention Months**

0

**Retention Description**

DESTROY AFTER 3 YEARS.

**SF - 115 Number Title**

N1-53-99-01-0001.05K SD.ACHTAP

**Authority Description**

THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH THE RAB/ST &amp; LOCAL GOVERNMENT - SARDAS

**Computer System**

SD-RAB/ST/LOCAL

**Restrictions**

CO

**Form Num****Document Num**

300

**User Cost Code**

740

**Retention Years**

0

**Retention Months**

1

**Retention Description**

DESTROY AFTER 10 DAYS.

**SF - 115 Number Title**

N1-53-99-01-0001.05L SD.ACRUMAST

**Authority Description**

THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH THE RAB/ST &amp; LOCAL GOVERNMENT - SARDAS

**Computer System**

SD-RAB/ST/LOCAL

**Restrictions**

CO

**Form Num****Document Num**

300

**User Cost Code**

740

**Retention Years**

0

**Retention Months**

8

**Retention Description**

DESTROY AFTER 8 MONTHS.

**SF - 115 Number Title**

N1-53-99-01-0001.05L SD.AVGINT;SD.RDMPTRAN

**Authority Description**

THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH THE RAB/ST &amp; LOCAL GOVERNMENT - SARDAS

**Computer System**

SD-RAB/ST/LOCAL

**Restrictions**

CO

**Form Num****Document Num**

300

**User Cost Code**

740

**Retention Years**

0

**Retention Months**

8

**Retention Description**

DESTROY AFTER 8 MONTHS.

**SF - 115 Number Title**

N1-53-99-01-0001.05M SD.DB2.PROD.IPHMSTRD.SORTED

**Authority Description**

THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH THE RAB/ST &amp; LOCAL GOVERNMENT - SARDAS

**Computer System**

SD-RAB/ST/LOCAL

**Restrictions**

CO

**Form Num****Document Num**

300

**User Cost Code**

740

**Retention Years**

0

**Retention Months**

1

**Retention Description**

DESTROY AFTER 5 DAYS.

**SF - 115 Number Title**

N1-53-99-01-0001.05M SD.ENCODER;

**Authority Description**

THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH THE RAB/ST &amp; LOCAL GOVERNMENT - SARDAS

**Computer System**

SD-RAB/ST/LOCAL

**Restrictions**

CO

**Form Num****Document Num**

300

**User Cost Code**

740

**Retention Years**

0

**Retention Months**

1

**Retention Description**

DESTROY AFTER 5 DAYS.

**SF - 115 Number Title**

N1-53-99-01-0001.05N SD.GAO.NUMMSTR.-

**Authority Description**

THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH THE RAB/ST &amp; LOCAL GOVERNMENT-SARDAS

**Computer System**

SD-RAB/ST/LOCAL

**Restrictions**

CO

**Form Num****Document Num**

300

**User Cost Code**

740

**Retention Years**

0

**Retention Months**

1

**Retention Description**

DESTROY AFTER 2 DAYS.

**SF - 115 Number Title**

N1-53-99-01-0001.06A TB.TB-.COPY

**Authority Description**

THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH THE T-BILL BOOK ENTRY.

**Computer System**

TB-T-BILLBOOK

**Restrictions**

CO

**Form Num****Document Num**

300

**User Cost Code**

740

**Retention Years**

99

**Retention Months**

0

**Retention Description**

DESTROY WHEN NO LONGER NEEDED.

**SF - 115 Number Title**

N1-53-99-01-0002.01J MA.F; MA.SB

**Authority Description**

SYSTEM OUTPUTS  
THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH THE CALL AND PROCESS SUMMARY(CAPS). THE RETENTION OF THIS SYSTEM WAS APPROVED UNDER N1-53-96-05, 178.

<i>Computer System</i>	<i>Restrictions</i>	<i>Form Num</i>	<i>Document Num</i>	<i>User Cost Code</i>
MA-CALL/PROGRES	NO		300	740

<i>Retention Years</i>	<i>Retention Months</i>
1	0

**Retention Description**

DESTROY AFTER 1 YEAR.

**SF - 115 Number Title**

N1-53-99-01-0002.01K MA.MAR520.SB18.REPORT.FICH

**Authority Description**

SYSTEM OUTPUTS  
THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH THE CALL AND PROCESS SUMMARY(CAPS). MICROFICHE TO SEND TO CONTRACTOR TO MAKE FICHE. THE RETENTION OF THIS SYSTEM WAS APPROVED UNDER N1-53-96-04-0178.

<i>Computer System</i>	<i>Restrictions</i>	<i>Form Num</i>	<i>Document Num</i>	<i>User Cost Code</i>
MA-CALL/PROGRES	CO		300	740

<i>Retention Years</i>	<i>Retention Months</i>
0	1

**Retention Description**

DESTROY AFTER 10 DAYS.

**SF - 115 Number Title**

N1-53-99-01-0002.01O MA.CAPSAP;MA.SBMO.DATA

**Authority Description**

SYSTEM OUTPUTS  
THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH THE CALL AND PROCESS SUMMARY (CAPS). ANNUAL PLAN ADD FOR YEAR BEGINNING SUBSYSTEM. VARIOUS TAPES ENCODED. THE RETENTION OF THIS SYSTEM WAS APPROVED UNDER N1-53-96-04-0178.

Computer System	Restrictions	Form Num	Document Num	User Cost Code
MA-CALL/PROGRES	CO		300	740

Retention Years	Retention Months
0	4

**Retention Description**

DESTROY AFTER 120 DAYS.

**SF - 115 Number Title**

N1-53-99-01-0002.02F MP.MPR

**Authority Description**

SYSTEM OUTPUTS  
THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH THE PAYROLL SAVING PLAN(PSP). THE RETENTION OF THIS SYSTEM WAS APPROVED UNDER N1-53-96-04-0180.

Computer System	Restrictions	Form Num	Document Num	User Cost Code
MP-PAYROLLSAVIN	CO		300	740

Retention Years	Retention Months
0	1

**Retention Description**

DESTROY AFTER 30 DAYS.

**SF - 115 Number Title**

N1-53-99-01-0002.02K MP.F-.MASTER.F200

**Authority Description**

SYSTEM OUTPUTS  
THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH THE PAYROLL SAVING PLAN(PSP). THE RETENTION OF THIS SYSTEM WAS APPROVED UNDER N1-53-96-04-0180.

Computer System	Restrictions	Form Num	Document Num	User Cost Code
MP-PAYROLLSAVIN	CO		300	740

Retention Years	Retention Months
0	4

**Retention Description**

DESTROY AFTER 10 DAYS.

**SF - 115 Number Title**

N1-53-99-01-0003.01BB CASH - CP.CASH.ACCR

**Authority Description**

SYSTEM OUTPUTS  
THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH CLASSIFIED ACCRUAL TRANSACTIONS. THE RETENTION OF THIS SYSTEM WAS APPROVED UNDER N1-53-96-04-0143.

Computer System	Restrictions	Form Num	Document Num	User Cost Code
CP-CASHPARKERSB	CO		300	740

Retention Years	Retention Months
0	6

**Retention Description**

DESTROY AFTER 6 MONTHS.

**SF - 115 Number Title**

N1-53-99-01-0003.01BB CASH - CP.CASH.ACCR; CP.CASH.CIB; CP.CASH.REC

**Authority Description**

SYSTEM OUTPUTS  
THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH CLASSIFIED ~~ACCURAL~~ ACCURAL TRANSACTIONS; CLASSIFIED CIB TRANSACTIONS AND CLASSIFIED RECEIPTS. THE RETENTION OF THIS SYSTEM WAS APPROVED UNDER N1-53-96-04-0143.

**Computer System**

CP-CASHPARKERSB

**Restrictions**

CO

**Form Num****Document Num**

300

**User Cost Code**

740

**Retention Years**

0

**Retention Months**

6

**Retention Description**

DESTROY AFTER 6 MONTHS.

**SF - 115 Number Title**

N1-53-99-01-0003.01G CASH - CP.PD24FP

**Authority Description**

SYSTEM OUTPUTS  
THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH CLASSIFIED TRANSACTIONS. THE RETENTION OF THIS SYSTEM WAS APPROVED UNDER N1-53-96-04-0143.

**Computer System**

CP-CASHPARKERSB

**Restrictions**

CO

**Form Num****Document Num**

300

**User Cost Code**

740

**Retention Years**

2

**Retention Months**

6

**Retention Description**

DESTROY AFTER 2 YEARS AND 6 MONTHS.

**SF - 115 Number Title**

N1-53-99-01-0003.02A WASHINGTON USSB - SB.F103; SB.PNGAP

**Authority Description**

THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH THE WASHINGTON UNITED STATES SAVINGS BOND FILE. SYSTEM SCHEDULED UNDER N1-53-98-04, 136

**Computer System**

SB-WASHUSSB

**Restrictions**

CO

**Form Num****Document Num**

300

**User Cost Code**

740

**Retention Years**

99

**Retention Months**

0

**Retention Description**

KEEP UNTIL SUPERSEDED.

**SF - 115 Number Title**

N1-53-99-01-0003.02CC WASHINGTON USSB - SB.MONTHLY.BKUP

**Authority Description**

THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH THE WASHINGTON UNITED STATES SAVINGS BOND MONTHLY BACK-UP. SYSTEM SCHEDULED UNDER N1-53-98-04, 136

**Computer System**

SB-WASHUSSB

**Restrictions**

CO

**Form Num****Document Num**

300

**User Cost Code**

740

**Retention Years**

0

**Retention Months**

3

**Retention Description**

DESTROY AFTER 3 MONTHS.

**SF - 115 Number Title**

N1-53-99-01-0003.02F WASHINGTON USSB - SB.PD23F001

**Authority Description**

THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH THE WASHINGTON UNITED STATES SAVINGS BOND FILE.

SYSTEM SCHEDULED UNDER N1-53-96-04, 136

**Computer System**

SB-WASHUSSB

**Restrictions**

CO

**Form Num****Document Num**

300

**User Cost Code**

740

**Retention Years**

0

**Retention Months**

1

**Retention Description**

DESTROY AFTER 30 DAYS.

**SF - 115 Number Title**

N1-53-99-01-0003.02J WASHINGTON USSB - SB.ACCRUEJV.-;SB.GAO.SBPNGAO;SB.RATETBL

**Authority Description**

THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH THE WASHINGTON UNITED STATES SAVINGS BOND ACCRUAL SAVINGS BOND FILES; GAO FILES; SAVINGS BOND RATE TABLE.

SYSTEM SCHEDULED UNDER N1-53-96-04, 136

**Computer System**

SB-WASHUSSB

**Restrictions**

CO

**Form Num****Document Num**

300

**User Cost Code**

740

**Retention Years**

1

**Retention Months**

0

**Retention Description**

DESTROY AFTER 1 YEAR.

**SF - 115 Number Title**

N1-53-99-01-0003.02J ISSUES/RETIREMENT -SB.F103A;SB.F103B;SB.F103C; SB.SABRE.BKUP

**Authority Description**

THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH THE ISSUES/RETIREMENTS CONVERTED TO SABRE.

SYSTEM SCHEDULED UNDER  
N1-53-96-04, # 136**Computer System**

SB-WASHUSSB

**Restrictions**

CO

**Form Num****Document Num**

300

**User Cost Code**

740

**Retention Years**

1

**Retention Months**

0

**Retention Description**

DESTROY WHEN SUPERSEDED, BUT NOT TO EXCEED 1 YEAR.

**SF - 115 Number Title**

N1-53-99-01-0003.02L WASHINGTON USSB - SB.BULKDATA.BKUP

**Authority Description**

THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH THE WASHINGTON UNITED STATES SAVINGS BOND BULKDATA BACK-UP FILE.

SYSTEM SCHEDULED UNDER N1-53-96-04, 136

**Computer System**

SB-WASHUSSB

**Restrictions**

CO

**Form Num****Document Num**

300

**User Cost Code**

740

**Retention Years**

0

**Retention Months**

8

**Retention Description**

DESTROY AFTER 8 MONTHS.

**SF - 115 Number Title**

N1-53-99-01-0003.02M WASHINGTON USSB - SB.DAILY.BKUP

**Authority Description**

THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH THE WASHINGTON UNITED STATES SAVINGS BOND DAILY BACK-UP FILE.

SYSTEM SCHEDULED UNDER N1-53-96-04, 136

**Computer System**

SB-WASHUSSB

**Restrictions**

CO

**Form Num****Document Num**

300

**User Cost Code**

740

**Retention Years**

0

**Retention Months**

1

**Retention Description**

DESTROY AFTER 5 DAYS.

**SF - 115 Number Title**

N1-53-99-01-0003.03A EB.INACTIVE - PAPER BONDS

**Authority Description**

THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH PAPER BONDS INACTIVE MASTER FILES.

**Computer System**

EB - PAPER BONDS

**Restrictions**

NO

**Form Num****Document Num**

300

**User Cost Code**

740

**Retention Years**

99

**Retention Months**

0

**Retention Description**

DESTROY WHEN SUPERSEDED.

**SF - 115 Number    Title**

N1-53-99-01-0003.03J    EB.ACTIVE.NDX.BK1;EB.ACTIVE.NDX.BK2 - ISSUES/RETIREMENTS

**Authority Description**

~~THESE ARE BACKUP TAPES~~ <sup>SYSTEM OUTPUTS</sup>  
THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH ISSUES/RETIREMENTS  
CONVERTED TO SABRE. THE RETENTION OF THIS SYSTEM WAS APPROVED UNDER N1-53-96-04-0148.

**Computer System**

EB - PAPER BONDS

**Restrictions**

CO

**Form Num****Document Num**

300

**User Cost Code**

740

**Retention Years**

1

**Retention Months**

0

**Retention Description**

DESTROY AFTER 1 YEAR.

**SF - 115 Number    Title**

N1-53-99-01-0003.03J    EB..INACTIVE.BK1.D;EB.INACTIVE.BK2.D - ISSUES/RETIREMENTS

**Authority Description**

~~THESE ARE BACKUP TAPES~~ <sup>SYSTEM OUTPUTS</sup>  
THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH ISSUES/RETIREMENTS  
CONVERTED TO SABRE. THE RETENTION OF THIS WAS APPROVED UNDER N1-53-96-04-0148.

**Computer System**

EB - PAPER BONDS

**Restrictions**

CO

**Form Num****Document Num**

300

**User Cost Code**

740

**Retention Years**

1

**Retention Months**

0

**Retention Description**

DESTROY AFTER 1 YEAR.

**SF - 115 Number Title**

N1-53-99-01-0003.03J EB.INDEX.BK1.D;EB.INDEX.BK2.D - ISSUES/RETIREMENTS

**Authority Description**

SYSTEM OUTPUTS  
THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH ISSUES/RETIREMENTS  
CONVERTED TO SABRE. THE RETENTION OF THIS SYSTEM WAS APPROVED UNDER N1-53-96-04-0148.

Computer System	Restrictions	Form Num	Document Num	User Cost Code
EB - PAPER BONDS	CO		300	740

Retention Years	Retention Months
1	0

**Retention Description**

DESTROY AFTER 1 YEAR.

**SF - 115 Number Title**

N1-53-99-01-0003.03Y EB.ACTIVE - PAPER BONDS

**Authority Description**

SYSTEM OUTPUTS  
THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH PAPER BONDS ACTIVE  
MASTER FILES. THE RETENTION OF THIS SYSTEM WAS APPROVED UNDER N1-53-96-04-0148.

Computer System	Restrictions	Form Num	Document Num	User Cost Code
EB - PAPER BONDS	NO		300	740

Retention Years	Retention Months
0	

**Retention Description**

DESTROY AFTER 175 DAYS.

**SF - 115 Number Title**

N1-53-99-01-0003.04A EC.P804F- E/EE CLASSIFICATION

**Authority Description**

SYSTEM OUTPUTS  
THESE ARE BACKUP TAPE THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH THE E/EE CLASSIFICATION ENCODER TAPE/CLASSIFICATION FILE. THE RETENTION OF THIS SYSTEM WAS APPROVED UNDER N1-53-96-04-0149.

**Computer System**

EC - EE/E CLASSIFICATION

**Restrictions**

NO

**Form Num****Document Num**

300

**User Cost Code**

740

**Retention Years**

0

**Retention Months**

0

**Retention Description**

DESTROY WHEN NO LONGER NEEDED. FOR OPERATIONS

**SF - 115 Number Title**

N1-53-99-01-0003.04CC EC.AIDFIX - E/EE CLASSIFICATION

**Authority Description**

SYSTEM OUTPUTS  
THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH E/EE CLASSIFICATION ENCODER TAPE. THE RETENTION OF THIS SYSTEM WAS APPROVED UNDER N1-53-96-04-0149.

**Computer System**

EC - EE/E CLASSIFICATION

**Restrictions**

NO

**Form Num****Document Num**

300

**User Cost Code**

740

**Retention Years**

0

**Retention Months**

3

**Retention Description**

DESTROY AFTER 3 MONTHS.

**SF - 115 Number Title**

N1-53-99-01-0003.04DD EC.QTRAGT- E/EE CLASSIFICATION

**Authority Description**

~~THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH THE E/EE CLASSIFICATION QUARTERLY AGENT CLASSIFICATION. THE RETENTION OF THIS SYSTEM WAS APPROVED UNDER N1-53-96-04-0149.~~

**SYSTEM OUTPUTS**

<b>Computer System</b>	<b>Restrictions</b>	<b>Form Num</b>	<b>Document Num</b>	<b>User Cost Code</b>
EC - EE/E CLASSIFICATION	NO		300	740

<b>Retention Years</b>	<b>Retention Months</b>
9	0

**Retention Description**

DESTROY AFTER NINE YEARS.

**SF - 115 Number Title**

N1-53-99-01-0003.04I EC.FESTACOL (MONTHLY/QUARTERLY) - ISSUES/RETIREMENTS

**Authority Description**

~~THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH THE ISSUES/RETIREMENTS CONVERTED TO SABRE. THE RETENTION OF THIS SYSTEM WAS APPROVED UNDER N1-53-96-04-0149.~~

**SYSTEM OUTPUTS**

<b>Computer System</b>	<b>Restrictions</b>	<b>Form Num</b>	<b>Document Num</b>	<b>User Cost Code</b>
EC - EE/E CLASSIFICATION	CO		300	740

<b>Retention Years</b>	<b>Retention Months</b>
3	0

**Retention Description**

DESTROY AFTER 3 YEAR.

**SF - 115 Number Title**

N1-53-99-01-0003.04J EC.AIDFILE.BKUP1;EC.AIDFILE.BKUP2 - ISSUES/RETIREMENTS

**Authority Description**

3157E M O U T P U T S  
THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH THE ISSUES/RETIREMENTS CONVERTED TO SABRE. THE RETENTION OF THIS SYSTEM WAS APPROVED UNDER N1-53-96-04-0149.

<b>Computer System</b>	<b>Restrictions</b>	<b>Form Num</b>	<b>Document Num</b>	<b>User Cost Code</b>
EC - EE/E CLASSIFICATION	CO		300	740

<b>Retention Years</b>	<b>Retention Months</b>
1	0

**Retention Description**

DESTROY AFTER 1 YEAR.

**SF - 115 Number Title**

N1-53-99-01-0003.04O EC.CLASSD- E/EE CLASSIFICATION

**Authority Description**

3157E M O U T P U T S  
THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH THE E/EE CLASSIFICATION SUMMARIZED TRANSACTIONS. THE RETENTION OF THIS SYSTEM WAS APPROVED UNDER N1-53-96-04-0149.

<b>Computer System</b>	<b>Restrictions</b>	<b>Form Num</b>	<b>Document Num</b>	<b>User Cost Code</b>
EC - EE/E CLASSIFICATION	NO		300	740

<b>Retention Years</b>	<b>Retention Months</b>
0	4

**Retention Description**

DESTROY AFTER 4 MONTHS.

**SF - 115 Number Title**

N1-53-99-01-0003.06E EF.MICRFILM - E/EE AGENT FILES

**Authority Description**

SYSTEM OUTPUTS  
THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH THE E/EE AGENT FILES MICROFILM FILE. THE RETENTION OF THIS SYSTEM WAS APPROVED UNDER N1-53-96-04-0151.

**Computer System**

EF-E/EEAGENTFI

**Restrictions**

NO

**Form Num****Document Num**

300

**User Cost Code**

740

**Retention Years**

0

**Retention Months**

2

**Retention Description**

DESTROY AFTER 60 DAYS.

**SF - 115 Number Title**

N1-53-99-01-0003.06F EF.IMSLOG.P2.EFPD

**Authority Description**

SYSTEM OUTPUTS  
THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH THE E/EE AGENT FILES IMAGE COPY. THE RETENTION OF THIS SYSTEM WAS APPROVED UNDER N1-53-96-04-0151.

**Computer System**

EF-E/EEAGENTFI

**Restrictions**

NO

**Form Num****Document Num**

300

**User Cost Code**

740

**Retention Years**

0

**Retention Months**

1

**Retention Description**

DESTROY AFTER 30 DAYS.

**SF - 115 Number Title**

N1-53-99-01-0003.06J E/EE AGENT FILES - EF. PAYFIL(VSAM);VSAM.LABELS(VSAM)UPLOAD/LABELS(FLAT)

**Authority Description**

SYSTEM OUTPUTS  
THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH THE PAYING AGENT FILE;  
Paying Agent Label File; Upload File. THE RETENTION OF THIS SYSTEM WAS APPROVED UNDER N1-53-96-04-0151.

Computer System	Restrictions	Form Num	Document Num	User Cost Code
EF-E/EEAGENTFI	CO		300	740

Retention Years	Retention Months
1	0

**Retention Description**

DESTROY AFTER 1 YEAR.

**SF - 115 Number Title**

N1-53-99-01-0003.06J E/EE AGENT FILES - EF.PCFIL(FLAT)

**Authority Description**

SYSTEM OUTPUTS  
THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH THE PAYING AGENT FILE.  
THE RETENTION OF THIS SYSTEM WAS APPROVED UNDER N1-53-96-04-0151.

Computer System	Restrictions	Form Num	Document Num	User Cost Code
EF-E/EEAGENTFI	CO		300	740

Retention Years	Retention Months
1	0

**Retention Description**

DESTROY AFTER 1 YEAR.

**SF - 115 Number Title**

N1-53-99-01-0003.06J E/EE AGENT FILES - EF.LABEL.DISKFIL (FLAT)

**Authority Description**

2437 E M 047 P473  
THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH THE LABEL DISKETTE FILE. THE RETENTION OF THIS SYSTEM WAS APPROVED UNDER N1-53-96-04-0151.

<b>Computer System</b>	<b>Restrictions</b>	<b>Form Num</b>	<b>Document Num</b>	<b>User Cost Code</b>
EF-E/EEAGENTFI	CO		300	740

<b>Retention Years</b>	<b>Retention Months</b>
1	0

**Retention Description**

DESTROY AFTER 1 YEAR.

**SF - 115 Number Title**

N1-53-99-01-0003.06J E/EE AGENT FILES - EF.DISKSRT(FLAT)

**Authority Description**

2437 E M 047 P473  
THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH THE DISKETTE ROUTINE FILE. THE RETENTION OF THIS SYSTEM WAS APPROVED UNDER N1-53-96-04-0151,

<b>Computer System</b>	<b>Restrictions</b>	<b>Form Num</b>	<b>Document Num</b>	<b>User Cost Code</b>
EF-E/EEAGENTFI	CO		300	740

<b>Retention Years</b>	<b>Retention Months</b>
1	0

**Retention Description**

DESTROY AFTER 1 YEAR.

**SF - 115 Number Title**

N1-53-99-01-0003.06U EF.PAYLST- E/EE AGENT FILE

**Authority Description**

3137811047P4TS  
THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH THE E/EE AGENT FILES PAYING AGENT LIST. THE RETENTION WAS APPROVED UNDER N1-53-96-04-0151.

Computer System	Restrictions	Form Num	Document Num	User Cost Code
EF-E/EEAGENTFI	NO		300	740

Retention Years	Retention Months
1	2

**Retention Description**

DESTROY AFTER 1 YEAR AND 2 MONTHS.

**SF - 115 Number Title**

N1-53-99-01-0003.07A EG.INT.STATE - INTEREST ASSESSMENTS

**Authority Description**

3137811047P4TS  
THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH THE INTEREST ASSESSMENTS STATEMENT. THE RETENTION OF THE SYSTEM WAS APPROVED UNDER N1-53-96-04-0153.

Computer System	Restrictions	Form Num	Document Num	User Cost Code
EG-INTERESTASSE	CO		300	740

Retention Years	Retention Months
0	0

**Retention Description**

DESTROY WHEN NO LONGER NEEDED. FOR OPERATIONS.

**SF - 115 Number Title**

N1-53-99-01-0003.07B EG.INQUIRY - INTEREST ASSESSMENTS

**Authority Description**

SYSTEM OUTPUTS  
THESE ARE TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH THE INTEREST ASSESSMENTS  
QUERIES.

**Computer System**

EG-INTERESTASSE

**Restrictions**

CO

**Form Num****Document Num**

300

**User Cost Code**

740

**Retention Years**

0

**Retention Months**

1

**Retention Description**

DESTROY AFTER 15 DAYS.

**SF - 115 Number Title**

N1-53-99-01-0003.07E EG.ENCODER; EG.FILM; EG.PEN.CORRECT - INTEREST ASSESSMENTS

**Authority Description**

SYSTEM OUTPUTS  
THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH THE E/EE AGENT FILES  
INTEREST ASSESSMENT CORRECTIONS. FILM OF ASSESSMENTS. THE RETENTION OF THIS SYSTEM WAS  
APPROVED UNDER N1-53-96-04-0153.

**Computer System**

EG-INTERESTASSE

**Restrictions**

NO

**Form Num****Document Num**

300

**User Cost Code**

740

**Retention Years**

0

**Retention Months**

2

**Retention Description**

DESTROY AFTER 60 DAYS.

**SF - 115 Number Title**

N1-53-99-01-0003.08E EH.ENCODER - E/EE CASH REMITTANCE

**Authority Description**

SYSTEM OUTPUTS  
THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH THE E/EE CASH REMITTANCE - CORRECTIONS. THE RETENTION OF THIS SYSTEM WAS APPROVED UNDER N1-53-96-04-0154.

**Computer System**

EH-E/EECASHREMI

**Restrictions**

CO

**Form Num****Document Num**

300

**User Cost Code**

740

**Retention Years**

0

**Retention Months**

12

**Retention Description**

DESTROY AFTER 14 DAYS.

**SF - 115 Number Title**

N1-53-99-01-0003.09C EI.IMSLOG.P1.EIPD001 - E/EE BALANCE ISSUES

**Authority Description**

SYSTEM OUTPUTS  
THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH THE E/EE BALANCE ISSUES OF IMAGE COPY. THE RETENTION OF THIS SYSTEM WAS APPROVED UNDER N1-53-96-04-0154.

**Computer System**

EI-E/EEBALANCE

**Restrictions**

CO

**Form Num****Document Num**

300

**User Cost Code**

740

**Retention Years**

0

**Retention Months**

12

**Retention Description**

DESTROY AFTER 7 DAYS.

**SF - 115 Number Title**

N1-53-99-01-0003.09K EI.P802F0 - E/EE BALANCE ISSUES

**Authority Description**

THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING THE E/EEBALANCE ISSUES ADD-ON INPUT.

**Computer System**

EI-E/EEBALANCE

**Restrictions**

CO

**Form Num****Document Num**

300

**User Cost Code**

740

**Retention Years**

0

**Retention Months**

1

**Retention Description**

DESTROY AFTER 10 DAYS.

**SF - 115 Number Title**

N1-53-99-01-0003.10A EN.BPD.TAPE; EN.UNDCLAIM - 3/33 NUMERIC

**Authority Description**

THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING THE E/EE NUMERIC. THIS SOCIAL SECURITY FILES BY SERIES, SEGMENT AND UNDELIVERABLE CLAIMS.

**Computer System**

EJ-E/EEREENTRY

**Restrictions**

CO

**Form Num****Document Num**

300

**User Cost Code**

740

**Retention Years**

99

**Retention Months**

0

**Retention Description**

DESTROY WHEN NO LONGER NEEDED.

**SF - 115 Number Title**

N1-53-99-01-0003.10F EJ.IMSLOG.P1.EJPD - E/EE REENTRY CORRECTIONS

**Authority Description**

THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING THE E/EE REENTRY CORRECTIONS WITH IMAGE COPY.

**Computer System**

EJ-E/EEREENTRY

**Restrictions**

CO

**Form Num****Document Num**

300

**User Cost Code**

740

**Retention Years**

0

**Retention Months**

1

**Retention Description**

DESTROY AFTER 30 DAYS.

**SF - 115 Number Title**

N1-53-99-01-0003.11B EN.UNSRCH - E/EE NUMERIC

**Authority Description**

~~THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH THE E/EE NUMERIC MATCHES FROM NUMERIC COPY OF INPUT NUMERIC UNISSUED SEARCH INPUT DATA. THE RETENTION OF THIS SYSTEM WAS APPROVED UNDER N1-53-96-04-0157.~~

**SYSTEM OUTPUTS**

**Computer System**

EN-E/EENUMERIC

**Restrictions**

CO

**Form Num****Document Num**

300

**User Cost Code**

740

**Retention Years**

0

**Retention Months**

15

**Retention Description**

DESTROY THIS AFTER 15 DAYS.

**SF - 115 Number Title**

N1-53-99-01-0003.11CC EN.ENF0035 - E/EE NUMERIC

**Authority Description**

~~SYSTEM OUTPUTS~~  
THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH E/EE NUMERIC ENCODED TRANACTIONS. THE RETENTION OF THIS SYSTEM WAS APPROVED UNDER N1-53-96-04-0157.

<b>Computer System</b>	<b>Restrictions</b>	<b>Form Num</b>	<b>Document Num</b>	<b>User Cost Code</b>
EN-E/EENUMERIC	CO		300	740

<b>Retention Years</b>	<b>Retention Months</b>
0	3

**Retention Description**

DESTROY AFTER 90 DAYS.

**SF - 115 Number Title**

N1-53-99-01-0003.11F EN.MFBU- E/EE NUMERIC

**Authority Description**

~~SYSTEM OUTPUTS~~  
THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH E/EE NUMERIC MASTER FILES BACKUP. THE RETENTION OF THIS SYSTEM WAS APPROVED UNDER N1-53-96-04-0157.

<b>Computer System</b>	<b>Restrictions</b>	<b>Form Num</b>	<b>Document Num</b>	<b>User Cost Code</b>
EN-E/EENUMERIC	CO		300	740

<b>Retention Years</b>	<b>Retention Months</b>
0	1

**Retention Description**

DESTROY AFTER 30 DAYS.

**SF - 115 Number Title**

N1-53-99-01-0003.11G EN.SSCOMP - E/EE NUMERIC

**Authority Description**

~~SYSTEM OUTPUTS~~  
THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH THE E/EE NUMERIC CARTRIDGE SENT TO SOCIAL SECURITY ADMINISTRATION. THE RETENTION OF THIS SYSTEM WAS APPROVED UNDER N1-53-96-04-0157.

<b>Computer System</b>	<b>Restrictions</b>	<b>Form Num</b>	<b>Document Num</b>	<b>User Cost Code</b>
EN-E/EENUMERIC	CO		300	740

<b>Retention Years</b>	<b>Retention Months</b>
2	7

**Retention Description**

DESTROY THIS AFTER 2 YEARS AND 7 MONTHS.

**SF - 115 Number Title**

N1-53-99-01-0003.11GG EN.TRNT - E/EE NUMERIC

**Authority Description**

~~SYSTEM OUTPUTS~~  
THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH THE E/EE NUMERIC MATCHES FROM NUMERIC COPY OF INPUT NUMERIC TRANSACTION DATA. THE RETENTION OF THIS SYSTEM WAS APPROVED UNDER N1-53-96-04, 0157

<b>Computer System</b>	<b>Restrictions</b>	<b>Form Num</b>	<b>Document Num</b>	<b>User Cost Code</b>
EN-E/EENUMERIC	CO		300	740

<b>Retention Years</b>	<b>Retention Months</b>
0	21

**Retention Description**

DESTROY THIS AFTER 21 DAYS.

**SF - 115 Number Title**

N1-53-99-01-0003.11J EN.FREEZE - E/EE NUMERIC

**Authority Description**

THESE ARE <sup>SYSTEM OUTPUTS</sup> BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH E/EE NUMERIC FROZEN NUMERIC MASTER FILES. THE RETENTION OF THIS SYSTEM WAS APPROVED UNDER N1-53-96-04,0157

**Computer System**

EN-E/EENUMERIC

**Restrictions**

CO

**Form Num****Document Num**

300

**User Cost Code**

740

**Retention Years**

1

**Retention Months**

0

**Retention Description**

DESTROY AFTER ONE YEAR.

**SF - 115 Number Title**

N1-53-99-01-0003.11K EN.FO0035 - E/EE NUMERIC

**Authority Description**

THESE ARE <sup>SYSTEM OUTPUTS</sup> BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH E/EE NUMERIC EN CODED TRANSACTION. THE RETENTION OF THIS SYSTEM WAS APPROVED UNDER N1-53-96-04-0157.

**Computer System**

EN-E/EENUMERIC

**Restrictions**

CO

**Form Num****Document Num**

300

**User Cost Code**

740

**Retention Years**

0

**Retention Months**

7

**Retention Description**

DESTROY AFTER 10 DAYS.

**SF - 115 Number Title**

N1-53-99-01-0003.11Q EN.IRSFILE - E/EE NUMERIC

**Authority Description**

SYSTEM OUTPUTS  
THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH E/EE NUMERIC FILES SENT TO THE IRS. THE RETENTION OF THIS SYSTEM WAS APPROVED UNDER N1-53-96-04-0157.

Computer System	Restrictions	Form Num	Document Num	User Cost Code
EN-E/EENUMERIC	CO		300	740

Retention Years	Retention Months
5	0

**Retention Description**  
DESTROY AFTER 5 YEARS.

**SF - 115 Number Title**

N1-53-99-01-0003.11V EN.SSFILE - E/EE NUMERIC

**Authority Description**

SYSTEM OUTPUTS  
THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH THE E/EE NUMERIC MATCHES FROM NUMERIC MASTER FILES AND INPUT SOCIAL SECURITY TAPE. THE RETENTION OF THIS SYSTEM WAS APPROVED UNDER N1-53-96-04-0157.

Computer System	Restrictions	Form Num	Document Num	User Cost Code
EN-E/EENUMERIC	CO		300	740

Retention Years	Retention Months
1	1

**Retention Description**  
DESTROY THIS AFTER 1 YEAR AND 35 DAYS.

**SF - 115 Number Title**

N1-53-99-01-0003.12J EO.FREEZE - E/EE EARLY SERIES

**Authority Description**

THESE ARE <sup>SYSTEM OUTPUTS</sup> BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH THE E/EE EARLY SERIES FROZEN MASTER FILES. THE RETENTION OF THIS SYSTEM WAS APPROVED UNDER N1-53-96-04-0158.

**Computer System**

EO-E/EEEEARLYSE

**Restrictions**

CO

**Form Num****Document Num**

300

**User Cost Code**

740

**Retention Years**

1

**Retention Months**

0

**Retention Description**

DESTROY AFTER ONE YEAR.

**SF - 115 Number Title**

N1-53-99-01-0003.12J EO.FREEZE - E/EE EARLY SERIES

**Authority Description**

THESE ARE TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH THE E/EE EARLY SERIES INPUT CORRECTIONS FOR EARLY SERIES FROZEN MASTER FILES.

**Computer System**

EO-E/EEEEARLYSE

**Restrictions**

CO

**Form Num****Document Num**

300

**User Cost Code**

740

**Retention Years**

1

**Retention Months**

0

**Retention Description**

DESTROY AFTER 1 YEAR.

**SF - 115 Number Title**

N1-53-99-01-0003.13A EQ.ACH175 - E/EE QUARTERLY FEES

**Authority Description**

THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH THE E/EE QUARTERLY FEES NO LONGER USED

**Computer System**

EQ-E/EEQUARTERL

**Restrictions**

CO

**Form Num****Document Num**

300

**User Cost Code**

740

**Retention Years**

99

**Retention Months**

0

**Retention Description**

DESTROY WHEN SUPERSEDED.

**SF - 115 Number Title**

N1-53-99-01-0003.13HH EQ.COMB.CHK.DO; EQ.FEPCS- E/EE QUARTERLY FEES

**Authority Description**

THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH THE E/EE QUARTERLY FEES IN COMBINATION ISSUING/PAYING TAPE. THE RETENTION OF THIS SYSTEM WAS APPROVED UNDER N1-53-96-04-0159.

**Computer System**

EQ-E/EEQUARTERL

**Restrictions**

CO

**Form Num****Document Num**

300

**User Cost Code**

740

**Retention Years**

2

**Retention Months**

0

**Retention Description**

DESTROY AFTER 2 YEARS.

**SF - 115 Number Title**

N1-53-99-01-0003.13J EQ.CDO.CHK.FILE; EQ.EFT - E/EE QUARTERLY FEES

**Authority Description**

3 SYSTEM OUTPUTS  
THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH THE E/EE QUARTERLY FEES FOR PAYING AGENT CHECKWRITING TAPE. THE RETENTION OF THIS SYSTEM WAS APPROVED UNDER N1-53-96-04-0159.

<b>Computer System</b>	<b>Restrictions</b>	<b>Form Num</b>	<b>Document Num</b>	<b>User Cost Code</b>
EQ-E/EEQUARTERL	CO		300	740

<b>Retention Years</b>	<b>Retention Months</b>
1	0

**Retention Description**

DESTROY WHEN SUPERSEDED, BUT NOT TO EXCEED 1 YEAR

**SF - 115 Number Title**

N1-53-99-01-0003.15B ER.P803F080 - E/EE BALANCE RETIREMENTS

**Authority Description**

3 SYSTEM OUTPUTS  
THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH THE E/EE BALANCE RETIREMENTS WITH THE SERIE 7 AND 8 RETIREMENTS. THE RETENTION OF THIS SYSTEM WAS APPROVED UNDER N1-53-96-04-0160.

<b>Computer System</b>	<b>Restrictions</b>	<b>Form Num</b>	<b>Document Num</b>	<b>User Cost Code</b>
ER-E/EEBALANCE	CO		300	740

<b>Retention Years</b>	<b>Retention Months</b>
0	1

**Retention Description**

DESTROY AFTER 15 DAYS.

**SF - 115 Number Title**

N1-53-99-01-0003.15CC ER.P809F026 - E/EE BALANCE RETIREMENTS

**Authority Description**

SYSTEM OUTPUTS  
THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH THE E/EE BALANCE RETIREMENTS INQUIRY FILE. THE RETENTION OF THIS SYSTEM WAS APPROVED UNDER N1-53-09-04-0160

Computer System	Restrictions	Form Num	Document Num	User Cost Code
ER-E/EEBALANCE	CO		300	740

Retention Years	Retention Months
0	3

**Retention Description**

DESTROY AFTER 94 DAYS.

**SF - 115 Number Title**

N1-53-99-01-0003.15F ER.P802F049; ER.P803F002; ER.P809F009; ER.P809F031 - E/EE BALANCE RETIREMENTS

**Authority Description**

SYSTEM OUTPUTS  
THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH THE E/EE BALANCE RETIREMENTS WITH HIGH DATA. THE RETENTION OF THIS SYSTEM WAS APPROVED UNDER N1-53-96-04-0160.

Computer System	Restrictions	Form Num	Document Num	User Cost Code
ER-E/EEBALANCE	CO		300	740

Retention Years	Retention Months
0	1

**Retention Description**

DESTROY AFTER 30 DAYS.

**SF - 115 Number Title**

N1-53-99-01-0003.15HH ER.INCOTAPE - E/EE BALANCE RETIREMENTS

**Authority Description**

SYSTEM OUTPUTS  
THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH THE E/EE BALANCE RETIREMENTS WITH THE BALANCING RETIREMENT ENCODES DATA FROM EZ-CLEAR.

**Computer System**

ER-E/EEBALANCE

**Restrictions**

CO

**Form Num****Document Num**

300

**User Cost Code**

740

**Retention Years**

4

**Retention Months**

4

**Retention Description**

DESTROY AFTER 2 YEARS AND 5 DAYS.

**SF - 115 Number Title**

N1-53-99-01-0003.15M ER.BALLDB.P1.ERPD; ER.ERFILM; ER.IMSLDG.P1.ERPD - E/EE BALANCE RETIREMENTS

**Authority Description**

SYSTEM OUTPUTS  
THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH THE E/EE BALANCE RETIREMENTS WITH THE BALANCE LOAD TO DATABASE AND COM FILM ELIMINATED BY COLD STORAGE AND IMAGE COPY OF RETIREMENTS. THE RETENTION OF THIS SYSTEM WAS APPROVED

UNDER N1-53-96-04-0160.

**Computer System**

ER-E/EEBALANCE

**Restrictions**

CO

**Form Num****Document Num**

300

**User Cost Code**

740

**Retention Years**

0

**Retention Months**

4

**Retention Description**

DESTROY AFTER 5 DAYS.

**SF - 115 Number Title**

N1-53-99-01-0003.15S ER.ADVTRNC.F - E/EE BALANCE RETIREMENTS

**Authority Description**

*SYSTEM OUTPUTS*  
THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH THE E/EE BALANCE RETIREMENTS WITH TRUNCATED ADVICE OF ADJUSTMENT SENT TO EZ CLEAR. THE RETENTION OF THIS SYSTEM WAS APPROVED UNDER N1-53-96-04-0160.

<b>Computer System</b>	<b>Restrictions</b>	<b>Form Num</b>	<b>Document Num</b>	<b>User Cost Code</b>
ER-E/EEBALANCE	CO		300	740

<b>Retention Years</b>	<b>Retention Months</b>
0	<i>12</i>

**Retention Description**

DESTROY AFTER 45 DAYS.

**SF - 115 Number Title**

N1-53-99-01-0003.16A ES.ACTIVE; ES.CRINACT - E/EE SOCIAL SECURITY

**Authority Description**

*SYSTEM OUTPUTS*  
THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH THE E/EE SOCIAL SECURITY ACTIVE MASTER FILE - MONTHLY; CURRENT INACTIVE MASTER FILE - YEARLY. THE RETENTION OF THIS SYSTEM WAS APPROVED UNDER N1-53-96-04-0161.

<b>Computer System</b>	<b>Restrictions</b>	<b>Form Num</b>	<b>Document Num</b>	<b>User Cost Code</b>
ES-E/EESOCIAL	CO		300	740

<b>Retention Years</b>	<b>Retention Months</b>
<i>24</i>	0

**Retention Description**DESTROY WHEN NO LONGER NEEDED. *FOR OPERATIONS*

**SF - 115 Number Title**

N1-53-99-01-0003.16II ES.SSAL - E/EE SOCIAL SECURITY

**Authority Description**

SYSTEM OUTPUTS  
THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH THE E/EE SOCIAL SECURITY FILE USED FOR MATCHING NUMERIC FILES. THE RETENTION OF THIS SYSTEM WAS APPROVED UNDER N1-53-96-04-0161.

**Computer System**

ES-E/EESOCIAL

**Restrictions**

CO

**Form Num****Document Num**

300

**User Cost Code**

740

**Retention Years**

0

**Retention Months**

0

**Retention Description**

DESTROY AFTER 35 DAYS.

**SF - 115 Number Title**

N1-53-99-01-0003.16J ES.FREEZE.INACTIVE.INDEXBO;INDEXBO.COPY - ISSUES/RETIREMENTS

**Authority Description**

SYSTEM OUTPUTS  
THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH THE ISSUES/RETIREMENTS CONVERTED TO SABRE. THE RETENTION OF THIS SYSTEM WAS APPROVED UNDER N1-53-96-04-0161.

**Computer System**

ES-E/EESOCIAL

**Restrictions**

CO

**Form Num****Document Num**

300

**User Cost Code**

740

**Retention Years**

1

**Retention Months**

0

**Retention Description**

DESTROY AFTER 1 YEAR.

**SF - 115 Number Title**

N1-53-99-01-0003.16J ES.FREEZE.INACTIVE.INDEXC6;INDEXC6.COPY - ISSUES/RETIREMENTS

**Authority Description**

THESE ARE <sup>SYSTEM OUTPUTS</sup> BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH THE ISSUES/RETIREMENTS CONVERTED TO SABRE. THE RETENTION OF THIS SYSTEM WAS APPROVED UNDER N1-53-96-04-0161.

<b>Computer System</b>	<b>Restrictions</b>	<b>Form Num</b>	<b>Document Num</b>	<b>User Cost Code</b>
ES-E/EESOCIAL	CO		300	740

<b>Retention Years</b>	<b>Retention Months</b>
1	0

**Retention Description**

DESTROY AFTER 1 YEAR.

**SF - 115 Number Title**

N1-53-99-01-0003.16J ES.FREEZE.SUSPENSE.FAO;FAO.COPY - ISSUES/RETIREMENTS

**Authority Description**

THESE ARE <sup>SYSTEM OUTPUTS</sup> BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH THE ISSUES/RETIREMENTS CONVERTED TO SABRE. THE RETENTION OF THIS SYSTEM WAS APPROVED UNDER N1-53-96-04-0161.

<b>Computer System</b>	<b>Restrictions</b>	<b>Form Num</b>	<b>Document Num</b>	<b>User Cost Code</b>
ES-E/EESOCIAL	CO		300	740

<b>Retention Years</b>	<b>Retention Months</b>
1	0

**Retention Description**

DESTROY AFTER 1 YEAR.

**SF - 115 Number Title**

N1-53-99-01-0003.16K ES.SPECIAL - E/EE SOCIAL SECURITY

**Authority Description**

SYSTEM OUTPUTS  
THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH THE E/EE SOCIAL SECURITY INQUIRY INPUT. THE RETENTION OF THIS SYSTEM WAS APPROVED UNDER N1-53-96-04-0161.

Computer System	Restrictions	Form Num	Document Num	User Cost Code
ES-E/EESOCIAL	CO		300	740

Retention Years	Retention Months
0	3

**Retention Description**

DESTROY AFTER 10 DAYS.

**SF - 115 Number Title**

N1-53-99-01-0003.17B ET.P808F012 - E/EE ISSUES ON TAPE

**Authority Description**

SYSTEM OUTPUTS  
THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH E/EE ISSUES ON TAPE RANGE FILE. THE RETENTION OF THIS SYSTEM WAS APPROVED UNDER N1-53-96-04-0131.

Computer System	Restrictions	Form Num	Document Num	User Cost Code
ET-E/EEISSUESOT	CO		300	740

Retention Years	Retention Months
0	3

**Retention Description**

DESTROY AFTER 15 DAYS.

**SF - 115 Number Title**

N1-53-99-01-0003.17K ET.DIRINQ - E/EE ISSUES ON TAPE

**Authority Description**

SYSTEM OUTPUTS  
THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH E/EE ISSUES ON TAPE INQUIRY TAPES. THE RETENTION OF THIS SYSTEM WAS APPROVED UNDER N1-53-96-04-0131.

<b>Computer System</b>	<b>Restrictions</b>	<b>Form Num</b>	<b>Document Num</b>	<b>User Cost Code</b>
ET-E/EEISSUESOT	CO		300	740

<b>Retention Years</b>	<b>Retention Months</b>
0	0

**Retention Description**

DESTROY AFTER 10 DAYS.

**SF - 115 Number Title**

N1-53-99-01-0003.17KK ET.MFILM - E/EE ISSUES ON TAPE

**Authority Description**

SYSTEM OUTPUTS  
THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH E/EE ISSUES ON TAPE. MICROFIL NOT CREATED ANYMORE. THE RETENTION OF THIS SYSTEM WAS APPROVED UNDER N1-53-96-04-0131.

<b>Computer System</b>	<b>Restrictions</b>	<b>Form Num</b>	<b>Document Num</b>	<b>User Cost Code</b>
ET-E/EEISSUESOT	CO		300	740

<b>Retention Years</b>	<b>Retention Months</b>
6	0

**Retention Description**

DESTROY AFTER 6 YEARS.

**SF - 115 Number Title**

N1-53-99-01-0003.18J MA.F100B.APANNUAL.PLAN.F160;F101B;F200B.;F201B - ISSUES/RETIREMENT

**Authority Description**

*SYSTEM OUTPUTS*  
THESE BACKUP TAPES ARE THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH ISSUES/RETIREMENTS CONVERTED TO SABRE. THE RETENTION OF THIS SYSTEM WAS APPROVED UNDER N1-53-96-04-0131.

<b>Computer System</b>	<b>Restrictions</b>	<b>Form Num</b>	<b>Document Num</b>	<b>User Cost Code</b>
HE-ANCILLARYCAV	CO		300	740

<b>Retention Years</b>	<b>Retention Months</b>
1	0

**Retention Description**

DESTROY WHEN SUPERSEDED, BUT NOT TO EXCEED 1 YEAR.

**SF - 115 Number Title**

N1-53-99-01-0003.18S HE.ANC ; HE.NCICTR.THFT - ANCILLARY CAVEAT

**Authority Description**

*SYSTEM OUTPUTS*  
THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH ANCILLARY CAVEAT. THE RETENTION OF THIS SYSTEM WAS APPROVED UNDER N1-53-96-04-0086.

<b>Computer System</b>	<b>Restrictions</b>	<b>Form Num</b>	<b>Document Num</b>	<b>User Cost Code</b>
HE-ANCILLARYCAV	CO		300	740

<b>Retention Years</b>	<b>Retention Months</b>
0	2

**Retention Description**

DESTROY AFTER 45 DAYS.

**SF - 115 Number Title**

N1-53-99-01-0003.19E HF.ACC.BKUP.COREDEF - FFS ACCOUNTS RECEIVABLE

**Authority Description**

SYSTEM OUTPUTS  
THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH FFS ACCOUNTS RECEIVABLE CORE DEF. FILES. THE RETENTION OF THIS SYSTEM WAS APPROVED UNDER N1-53-96-04-0091.

<i>Computer System</i>	<i>Restrictions</i>	<i>Form Num</i>	<i>Document Num</i>	<i>User Cost Code</i>
HF-FFSACCOUNTS	CO		300	740

<i>Retention Years</i>	<i>Retention Months</i>
0	2

**Retention Description**

DESTROY AFTER 2 MONTHS.

**SF - 115 Number Title**

N1-53-99-01-0003.19H HF.ACC.GDG - FFS ACCOUNTS RECEIVABLE

**Authority Description**

SYSTEM OUTPUTS  
THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH GENERATION DATA. THE RETENTION OF THIS SYSTEM WAS APPROVED UNDER N1-53-96-04-0091.

<i>Computer System</i>	<i>Restrictions</i>	<i>Form Num</i>	<i>Document Num</i>	<i>User Cost Code</i>
HF-FFSACCOUNTS	CO		300	740

<i>Retention Years</i>	<i>Retention Months</i>
7	0

**Retention Description**

DESTROY AFTER 7 YEARS.

**SF - 115 Number Title**

N1-53-99-01-0003.19J HF.BPD.BKUPOHF;HF.BPD.POSTYRLY.CART;HF.BPD.USPYRLY- FFS ACCOUNTS RECEIVABL

**Authority Description**

*SYSTEM OUTPUTS*  
THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH BACKUP FILES. THE RETENTION OF THIS SYSTEM WAS APPROVED UNDER N1-53-96-04-0091.

**Computer System**

HF-FFSACCOUNTS

**Restrictions**

CO

**Form Num****Document Num**

300

**User Cost Code**

740

**Retention Years**

1

**Retention Months**

0

**Retention Description**

DESTROY AFTER 1 YEAR.

**SF - 115 Number Title**

N1-53-99-01-0003.19J HF.BPD.POSTYRLY.CART;HF.BPD.USPYRLY - FFS ACCOUNTS RECEIVABLE

**Authority Description**

*SYSTEM OUTPUTS*  
THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH POST YEARLY CHART AND US POSTAL YEARLY. THE RETENTION WAS APPROVED UNDER N1-53-96-04-0091.

**Computer System**

HF-FFSACCOUNTS

**Restrictions**

CO

**Form Num****Document Num**

300

**User Cost Code**

740

**Retention Years**

1

**Retention Months**

0

**Retention Description**

DESTROY AFTER ONE YEAR.

**SF - 115 Number Title**

N1-53-99-01-0003.19Q HF.BPD.GDG- FFS ACCOUNTS RECEIVABLE

**Authority Description**

SYSTEM OUTPUTS  
THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH GENERAL DATA. THE RETENTION OF THIS SYSTEM WAS APPROVED UNDER N1-53-96-04-0091.

<b>Computer System</b>	<b>Restrictions</b>	<b>Form Num</b>	<b>Document Num</b>	<b>User Cost Code</b>
HF-FFSACCOUNTS	CO		300	740

<b>Retention Years</b>	<b>Retention Months</b>
5	0

**Retention Description**

DESTROY AFTER FIVE YEARS.

**SF - 115 Number Title**

N1-53-99-01-0003.19S HF.BPD.FILE- FFS ACCOUNTS RECEIVABLE

**Authority Description**

SYSTEM OUTPUTS  
THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH GENERAL DATA. THE RETENTION OF THIS SYSTEM WAS APPROVED UNDER N1-53-96-04-0091.

<b>Computer System</b>	<b>Restrictions</b>	<b>Form Num</b>	<b>Document Num</b>	<b>User Cost Code</b>
HF-FFSACCOUNTS	CO		300	740

<b>Retention Years</b>	<b>Retention Months</b>
0	4

**Retention Description**

DESTROY AFTER 45 DAYS.

**SF - 115 Number Title**

N1-53-99-01-0003.20.J HG.CART - E/EE AND H/HH ACCOUNTS RECEIVABLE

**Authority Description**

3737241 047 PUTS  
THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH E/EE AND H/HH ACCOUNTS RECEIVABLE CARTRIDGE FILE. THE RETENTION OF THIS SYSTEM WAS APPROVED UNDER NC1-53-78-04, 12.

Computer System	Restrictions	Form Num	Document Num	User Cost Code
HG-E/EE/H/HHAC	CO		300	740

Retention Years	Retention Months
1	0

**Retention Description**

DESTROY AFTER 1 YEAR.

**SF - 115 Number Title**

N1-53-99-01-0003.20BB HG.CCA.CART;HG.EQUIFAX.CART;HG.HGJN022.CART.BKP;HG.TRUNION.CART;HG.TRW.CAR

**Authority Description**

3737241 047 PUTS  
THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH E/EE AND H/HH ACCOUNTS RECEIVABLE ACCOUNT REPORTS TO CREDIT BUREAU. THE RETENTION OF THIS SYSTEM WAS APPROVED UNDER NC1-53-78-04, 12.

Computer System	Restrictions	Form Num	Document Num	User Cost Code
HG-E/EE/H/HHAC	CO		300	740

Retention Years	Retention Months
0	6

**Retention Description**

DESTROY AFTER 6 MONTHS.

**SF - 115 Number Title**

N1-53-99-01-0003.20F HG.REFLMSTR - E/EE AND H/HH ACCOUNTS RECEIVABLE

**Authority Description**

SYSTEM OUTPUTS  
THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH E/EE AND H/HH ACCOUNTS RECEIVABLE REFERRAL MASTER FILE. THE RETENTION OF THIS SYSTEM WAS APPROVED UNDER NC1-53-78-04, 12.

Computer System	Restrictions	Form Num	Document Num	User Cost Code
HG-E/EE/H/HHAC	CO		300	740

Retention Years	Retention Months
0	1

**Retention Description**

DESTROY AFTER 1 MONTH.

**SF - 115 Number Title**

N1-53-99-01-0003.21A RV.RVJN010 - REDEMPTION SYSTEM

**Authority Description**

SYSTEM OUTPUTS  
THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH THE REDEMPTION SYSTEM. RATE VALUES (DATA SET)

Computer System	Restrictions	Form Num	Document Num	User Cost Code
RV-REDEMPTION	CO		300	740

Retention Years	Retention Months
0	0

**Retention Description**

DESTROY WHEN NO LONGER NEEDED FOR OPERATIONS

**SF - 115 Number Title**

N1-53-99-01-0003.21V RV.BNK.R;RV.GP;RV.RATE;RV.RDMPT.RATE600 - REDEMPTION SYSTEM

**Authority Description**

THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH THE REDEMPTION SYSTEM. THE FRB SAVING BOND REDEMPTION RATES; RATE TABLES FOR GOVT PRICING OFFICE AND RATE TABLES.

**Computer System**

RV-REDEMPTION

**Restrictions**

CO

**Form Num****Document Num**

300

**User Cost Code**

740

**Retention Years**

1

**Retention Months**

1

**Retention Description**

DESTROY AFTER 1 YEAR AND 35 DAYS.

**SF - 115 Number Title**

N1-53-99-01-0003.22B HR.IMSLOG;HR.SRETMTS - H/HH REDESIGN

**Authority Description**

THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH THE H/HH REDESIGN. IMS LOG FILES.

**Computer System**

HR-H/HHREDESIGN

**Restrictions**

CO

**Form Num****Document Num**

300

**User Cost Code**

740

**Retention Years**

0

**Retention Months**

1

**Retention Description**

DESTROY AFTER 7 DAYS.

**SF - 115 Number Title**

N1-53-99-01-0003.22CC HR.FOMF.MASTER.FILE; HR.RT- H/HH REDESIGN

**Authority Description**THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH THE H/HH REDESIGN.  
FINANCIAL ORGANIZATION MASTER FILE; PRIMARY INTEREST PAY FILES.**Computer System**

HR-H/HHREDESIGN

**Restrictions**

CO

**Form Num****Document Num**

300

**User Cost Code**

740

**Retention Years**

0

**Retention Months**

3

**Retention Description**

DESTROY AFTER 90 DAYS.

**SF - 115 Number Title**

N1-53-99-01-0003.22F HR.ACC - H/HH REDESIGN

**Authority Description**THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH THE H/HH REDESIGN H  
SYSTEM ACCEPTANCE.**Computer System**

HR-H/HHREDESIGN

**Restrictions**

CO

**Form Num****Document Num**

300

**User Cost Code**

740

**Retention Years**

0

**Retention Months**

1

**Retention Description**

DESTROY AFTER 30 DAYS.

**SF - 115 Number Title**

N1-53-99-01-0003.22HH HR.EINIRS; HR.YEARLY- H/HH REDESIGN

**Authority Description**

THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH THE H/HH REDESIGN. IRS EIN TAPE AND 1099 YEARLY TAPES.

**Computer System**

HR-H/HHREDESIGN

**Restrictions**

CO

**Form Num****Document Num**

300

**User Cost Code**

740

**Retention Years**

2

**Retention Months**

0

**Retention Description**

DESTROY AFTER 2 YEARS.

**SF - 115 Number Title**

N1-53-99-01-0003.22I HR.IRS.INCORR.TINS; HR.NUMERIC - H/HH REDESIGN

**Authority Description**

THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH THE H/HH REDESIGN IRS INCORRECT TIN FILE; DBASE PURGE AND HISTORY FILES.

**Computer System**

HR-H/HHREDESIGN

**Restrictions**

CO

**Form Num****Document Num**

300

**User Cost Code**

740

**Retention Years**

3

**Retention Months**

0

**Retention Description**

DESTROY AFTER 3 YEARS.

**SF - 115 Number Title**

N1-53-99-01-0003.22J HR.ACCT.NAME;HR.ACH;HR.BOND;HR.CIBPACE - H/HH REDESIGN

**Authority Description**

THESE ARE TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH THE H/HH REDESIGN HISTORY FILE, PURGE FILE, RETAIN FILE.

**Computer System**

HR-H/HHREDESIGN

**Restrictions**

CO

**Form Num****Document Num**

300

**User Cost Code**

740

**Retention Years**

1

**Retention Months**

0

**Retention Description**

DESTROY AFTER 1 YEAR.

**SF - 115 Number Title**

N1-53-99-01-0003.22J HR.CLOSEDBD.HISTORY;HR.COMB.TAXINFO- H/HH REDESIGN

**Authority Description**

THESE ARE TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH THE H/HH REDESIGN CLOSED BOND HISTORY FILE; 1099 COMB TAX FILE; MGT INFO PURGE AND RETAIN FILE.

**Computer System**

HR-H/HHREDESIGN

**Restrictions**

CO

**Form Num****Document Num**

300

**User Cost Code**

740

**Retention Years**

1

**Retention Months**

0

**Retention Description**

DESTROY AFTER 1 YEAR.

**SF - 115 Number Title**

N1-53-99-01-0003.22J HR.EXTRANS;HR.F;HR.FRBTIME;HR.FRBTRACK;HR.HIST- H/HH REDESIGN

**Authority Description**

THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH THE H/HH REDESIGN.MANAGEMENT INFO PURGE AND RETAIN FILE;INTEREST PAYMENT PROCESS;DBASE HISTORY FILES.

**Computer System**

HR-H/HHREDESIGN

**Restrictions**

CO

**Form Num****Document Num**

300

**User Cost Code**

740

**Retention Years**

1

**Retention Months**

0

**Retention Description**

DESTROY AFTER 1 YEAR.

**SF - 115 Number Title**

N1-53-99-01-0003.22J HR.HRBV.HRD;HR.MISC.TAXINFO;HR.ONLINE- H/HH REDESIGN

**Authority Description**

THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH THE H/HH REDESIGN. PURGE UNLOAD FILES; 1099 TAX PROCESSING; MANAGEMENT INFO FILES.

**Computer System**

HR-H/HHREDESIGN

**Restrictions**

CO

**Form Num****Document Num**

300

**User Cost Code**

740

**Retention Years**

1

**Retention Months**

0

**Retention Description**

DESTROY AFTER 1 YEAR.

**SF - 115 Number Title**

N1-53-99-01-0003.22J HR.OBS.MASTER;HR.ORIGINSC.HISTORY;HR.PACS - H/HH REDESIGN

**Authority Description**

THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH THE H/HH REDESIGN OBS MASTER FILE; 02DBASE INS. HISTORY FILE;MANAGEMENT INFO FILES;1099 TAX PROCESING.

**Computer System**

HR-H/HHREDESIGN

**Restrictions**

CO

**Form Num****Document Num**

300

**User Cost Code**

740

**Retention Years**

1

**Retention Months**

0

**Retention Description**

DESTROY WHEN SUPERSEDED, BUT NOT TO EXCEED 1 YEAR.

**SF - 115 Number Title**

N1-53-99-01-0003.22J HR.PRIMARY.TAXINFO;HR.PENDING - H/HH REDESIGN

**Authority Description**

THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH THE H/HH REDESIGN. 1099 TAX PROCESSING; DBASE HISTORY FILES.

**Computer System**

HR-H/HHREDESIGN

**Restrictions**

CO

**Form Num****Document Num**

300

**User Cost Code**

740

**Retention Years**

1

**Retention Months**

0

**Retention Description**

DESTROY WHEN SUPERSEDED, BUT NOT TO EXCEED 1 YEAR.

**SF - 115 Number Title**

N1-53-99-01-0003.22J HR.PURGE.FILE;HR.SORTED.PENDING.PURGE.HR.SSNIRS- H/HH REDESIGN

**Authority Description**THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH THE H/HH REDESIGN.  
DBASE PURGE FILE;IRS SSN TAPE.**Computer System**

HR-H/HHREDESIGN

**Restrictions**

CO

**Form Num****Document Num**

300

**User Cost Code**

740

**Retention Years**

1

**Retention Months**

0

**Retention Description**

DESTROY WHEN SUPERSEDED, BUT NOT TO EXCEED 1 YEAR.

**SF - 115 Number Title**

N1-53-99-01-0003.22M HR.BACKOUT - H/HH REDESIGN

**Authority Description**THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH THE H/HH REDESIGN  
BACKOUT ROUTINE; HR.DLILDG.**Computer System**

HR-H/HHREDESIGN

**Restrictions**

CO

**Form Num****Document Num**

300

**User Cost Code**

740

**Retention Years**

0

**Retention Months**

1

**Retention Description**

DESTROY AFTER 5 DAYS.

**SF - 115 Number Title**

N1-53-99-01-0003.23J EA.MF3.BUA901;EA.MFC.BUC601;EA.MF3.BUD001 - ISSUES/RETIREMENTS

**Authority Description**

THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH ISSUES/RETIREMENTS CONVERTED TO SABRE.

**Computer System**

CP-CASHPARKERSB

**Restrictions**

CO

**Form Num****Document Num**

300

**User Cost Code**

740

**Retention Years**

1

**Retention Months**

0

**Retention Description**

DESTROY AFTER 1 YEAR.

**SF - 115 Number Title**

N1-53-99-01-0003.24A MA.SB10.LYEAR.ACT.F477;MA.SB133.LYEAR.ACT.F277 - ISSUES/RETIREMENT

**Authority Description**

THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH ISSUES/RETIREMENTS CONVERTED TO SABRE. THE RETENTION OF THIS SYSTEM WAS APPROVED UNDER N1-53-96-04-0086.

**Computer System**

HE-ANCILLARYCAV

**Restrictions**

CO

**Form Num****Document Num**

300

**User Cost Code**

740

**Retention Years**

0

**Retention Months**

0

**Retention Description**

DESTROY WHEN NO LONGER NEEDED. FOR OPERATIONS

**SF - 115 Number Title**

N1-53-99-01-0003.24GG MA.SB10.YEAR.ACT.F477;MA.SB133.YEAR.ACT.F277 - ISSUES/RETIREMENT

**Authority Description**

SYSTEM OUTPUTS  
THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH ISSUES/RETIREMENTS  
CONVERTED TO SABRE. THE RETENTION OF THIS SYSTEM WAS APPROVED UNDER N1-53-96-04-0086.

<i>Computer System</i>	<i>Restrictions</i>	<i>Form Num</i>	<i>Document Num</i>	<i>User Cost Code</i>
HE-ANCILLARYCAV	CO		300	740

<i>Retention Years</i>	<i>Retention Months</i>
1	6

**Retention Description**

DESTROY WHEN SUPERSEDED, BUT NO TO EXCEED 1 YEAR AND 6 MONTHS

**SF - 115 Number Title**

N1-53-99-01-0003.24J MA.F104B.SB73.MNTH.ACT.F360;F105B.SB10.MNTH.ACT.F460 - ISSUES/RETIREMENT

**Authority Description**

SYSTEM OUTPUTS  
THESE BACKUP TAPES ARE LOCATED IN THE TAPE LIBRARY DEALING WITH ISSUES/RETIREMENTS CONVERTED  
TO SABRE. THE RETENTION OF THIS SYSTEM WAS APPROVED UNDER N1-53-96-04-0086.

<i>Computer System</i>	<i>Restrictions</i>	<i>Form Num</i>	<i>Document Num</i>	<i>User Cost Code</i>
HE-ANCILLARYCAV	CO		300	740

<i>Retention Years</i>	<i>Retention Months</i>
1	0

**Retention Description**

DESTROY WHEN SUPERSEDED, BUT NOT TO EXCEED 1 YEAR.

**SF - 115 Number Title**

N1-53-99-01-0003.25LL MO.MASTER;MO.MASTER.SBMO.BKUP - ISSUES/RETIREMENT

**Authority Description**

~~THESE ARE BACKUP TAPES~~ <sup>SYSTEM OUTPUTS</sup> THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH THE ISSUES/RETIREMENTS CONVERTED TO SABRE. THE RETENTION OF THIS SYSTEM WAS APPROVED UNDER N1-53-96-04, 0079.

**Computer System**

MO-OFFICIALMAIL

**Restrictions**

CO

**Form Num****Document Num**

300

**User Cost Code**

740

**Retention Years**

1

**Retention Months**

0

**Retention Description**

DESTROY AFTER 950 DAYS.

**SF - 115 Number Title**

N1-53-99-01-0003.26J MP.F101B,F102B,F200B.MASTER.F200 - ISSUES/RETIREMENT

**Authority Description**

~~THESE ARE BACKUP TAPES~~ <sup>SYSTEM OUTPUTS</sup> THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH THE ISSUES/RETIREMENTS CONVERTED TO SABRE. THE RETENTION OF THIS SYSTEM WAS APPROVED UNDER N1-53-96-04, 0180.

**Computer System**

MP-PAYROLLSAVIN

**Restrictions**

CO

**Form Num****Document Num**

300

**User Cost Code**

740

**Retention Years**

1

**Retention Months**

0

**Retention Description**

DESTROY WHEN SUPERSEDED, BUT NOT TO EXCEED 1 YEAR.

**SF - 115 Number Title**

N1-53-99-01-0003.27GG MA.SB73.YEAR.ACT.F377 - ISSUES/RETIREMENT

**Authority Description**

SYSTEM OUTPUTS  
THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH THE  
ISSUES/RETIREMENTS CONVERTED TO SABRE. THE RETENTION OF THIS SYSTEM WAS APPROVED UNDER N1-53-  
96-04-0178.

**Computer System**

MA-CALL/PROGRES

**Restrictions**

CO

**Form Num****Document Num**

300

**User Cost Code**

740

**Retention Years**

4

**Retention Months**

4

**Retention Description**

DESTROY AFTER 540 DAYS.

**SF - 115 Number Title**

N1-53-99-01-0003.27HH MA.SB73.MULTI.YEAR.ACT.F390 - ISSUES/RETIREMENT

**Authority Description**

SYSTEM OUTPUTS  
THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH THE  
ISSUES/RETIREMENTS CONVERTED TO SABRE. THE RETENTION OF THIS SYSTEM WAS APPROVED UNDER N1-53-  
96-04, 0178.

**Computer System**

MA-CALL/PROGRES

**Restrictions**

CO

**Form Num****Document Num**

300

**User Cost Code**

740

**Retention Years**

4 2

**Retention Months**

0

**Retention Description**

DESTROY AFTER 730 DAYS.

**SF - 115 Number Title**

N1-53-99-01-0003.2J MA.F102B.SB133.YEAR.ACT.F277;F103BMNTH.ACT.F277;F530V. - ISSUES/RETIREMENT

**Authority Description**

SYSTEM OUTPUTS  
THESE BACKUP TAPES ARE THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH ISSUES/RETIREMENTS  
CONVERTED TO SABRE. THE RETENTION OF THIS SYSTEM WAS APPROVED UNDER N1-53-96-04, 0176.

<b>Computer System</b>	<b>Restrictions</b>	<b>Form Num</b>	<b>Document Num</b>	<b>User Cost Code</b>
HE-ANCILLARYCAV	CO		300	740

<b>Retention Years</b>	<b>Retention Months</b>
1	0

**Retention Description**

DESTROY WHEN SUPERSEDED, BUT NOT TO EXCEED 1 YEAR.

**SF - 115 Number Title**

N1-53-99-01-0003.3AA FF.BPD.BKUPOFF.-

**Authority Description**

THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH THE ADMINISTRATIVE  
ACCOUNTS (FARS.) THE RETENTION OF THIS SYSTEM WAS APPROVED UNDER GRS-06, 05B.

<b>Computer System</b>	<b>Restrictions</b>	<b>Form Num</b>	<b>Document Num</b>	<b>User Cost Code</b>
FR-ADMINISTRATI	CO		300	750

<b>Retention Years</b>	<b>Retention Months</b>
8	1

**Retention Description**

DESTROY AFTER 8 YEARS AND 1 MONTHS.

**SF - 115 Number Title**

N1-53-99-01-0003.47J OS.CONV - CONVERSION FROM OLD SYSTEM TO SABRE

**Authority Description**

SYSTEM OUTPUTS  
THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH THE CONVERSION FROM OLD SYSTEM TO SABRE. THE RETENTION OF THIS SYSTEM WAS APPROVED UNDER N1-53-96-04-0089.

**Computer System**

OS-SABRE

**Restrictions**

CO

**Form Num****Document Num**

300

**User Cost Code**

740

**Retention Years**

1

**Retention Months**

0

**Retention Description**

DESTROY AFTER 1 YEAR. THERE ARE DIFFERENT RELEASE DATES.

**SF - 115 Number Title**

N1-53-99-01-0003.8EE EH.CODER - E/EE CASH REMITTANCE

**Authority Description**

SYSTEM OUTPUTS  
THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING THE E/EE CASH REMITTANCE CORRECTIONS.

**Computer System**

EH-E/EECASHREMI

**Restrictions**

CO

**Form Num****Document Num**

300

**User Cost Code**

740

**Retention Years**

0

**Retention Months**

1

**Retention Description**

DESTROY AFTER 14 DAYS.

**SF - 115 Number Title**

N1-53-99-01-0003.9CC EI.ZIP.CODE - E/EE BALANCE ISSUES

**Authority Description**

THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING THE E/EEBALANCE ISSUES WITH ZIP CODE LIST FROM THE U.S. POSTAL SERVICE.

**Computer System**

EI-E/EEBALANCE

**Restrictions**

CO

**Form Num****Document Num**

300

**User Cost Code**

740

**Retention Years**

0

**Retention Months**

3

**Retention Description**

DESTROY AFTER 90 DAYS.

**SF - 115 Number Title**

N1-53-99-01-0003.9EE EI.HGH.BOND - E/EE BALANCE ISSUES

**Authority Description**

THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH THE E/EE BALANCE ISSUES. THIS IS BALANCING-RANGES OF BOND SERIAL # BY DENOMINATION.

**Computer System**

EI-E/EEBALANCE

**Restrictions**

CO

**Form Num****Document Num**

300

**User Cost Code**

740

**Retention Years**

0

**Retention Months**

1

**Retention Description**

DESTROY AFTER 14 DAYS.

**SF - 115 Number Title**

N1-53-99-01-0003.9EE EI.HGH.BOND - E/EE BALANCE ISSUES

**Authority Description**

THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING THE E/EEBALANCE ISSUES.  
BALANCING RANGES OF BOND SERIAL NUMBER BY DENOMINATION.

**Computer System**

EI-E/EEBALANCE

**Restrictions**

CO

**Form Num****Document Num**

300

**User Cost Code**

740

**Retention Years**

0

**Retention Months**

1

**Retention Description**

DESTROY AFTER 14 DAYS.

**SF - 115 Number Title**

N1-53-99-01-0004.01E CF.BPD.BKUPDFF.COREDEF;CF.BPD.GG.BKUP.COREDEF;CF.BPD.GDG.SUSFPAY

**Authority Description**

THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH THE FFS COOPERATIVE  
ADMINISTRATIVE SERVICE UNIT(CASU). YEAR TO DATE GENERAL JOURNAL

**Computer System**

CF-FFSCOOPERATI

**Restrictions**

CO

**Form Num****Document Num**

300

**User Cost Code**

740

**Retention Years**

0

**Retention Months**

2

**Retention Description**

DESTROY AFTER 60 DAYS.

**SF - 115 Number Title**  
N1-53-99-01-0004.01F CF.ACC.GDG.CMRPEX

**Authority Description**

THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH THE FFS COOPERATIVE ADMINISTRATIVE SERVICE UNIT(CASU)

<b>Computer System</b>	<b>Restrictions</b>	<b>Form Num</b>	<b>Document Num</b>	<b>User Cost Code</b>
CF-FFSCOOPERATI	CO		300	740

<b>Retention Years</b>	<b>Retention Months</b>
0	1

**Retention Description**  
DESTROY AFTER 1 MONTH.

**SF - 115 Number Title**  
N1-53-99-01-0004.01H CF.BPD.BKUPDFF.BKUP.GENJ;CF.BPD.BKUPDFF.CMGJ;CF.BPD.BKUPDFF.YTDGJ

**Authority Description**

THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH THE FFS COOPERATIVE ADMINISTRATIVE SERVICE UNIT(CASU)

<b>Computer System</b>	<b>Restrictions</b>	<b>Form Num</b>	<b>Document Num</b>	<b>User Cost Code</b>
CF-FFSCOOPERATI	CO		300	740

<b>Retention Years</b>	<b>Retention Months</b>
7	0

**Retention Description**  
DESTROY AFTER 7 YEARS.

**SF - 115 Number Title**

N1-53-99-01-0004.01H CF.BPD.GDG.CMGJ;CF.BPD.GDG.CMMJ;CF.BPD.GDG.YTDGJ

**Authority Description**

THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH THE FFS COOPERATIVE ADMINISTRATIVE SERVICE UNIT(CASU)

**Computer System**

CF-FFSCOOPERATI

**Restrictions**

CO

**Form Num****Document Num**

300

**User Cost Code**

740

**Retention Years**

7

**Retention Months**

0

**Retention Description**

DESTROY AFTER 7 YEARS.

**SF - 115 Number Title**

N1-53-99-01-0004.01J CF.ACC.GDG.CMTCF.ACC.GDG.BKUP.COREDEF;CF.ACC.GDG.BKUP.GENJ;CF.ACC.GDG.MEM

**Authority Description**

THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH THE FFS COOPERATIVE ADMINISTRATIVE SERVICE UNIT (CASU)

**Computer System**

FF-ADMINISTRATI

**Restrictions**

CO

**Form Num****Document Num**

300

**User Cost Code**

740

**Retention Years**

1

**Retention Months**

0

**Retention Description**

DESTROY AFTER 1 YEAR.

**SF - 115 Number Title**

N1-53-99-01-0004.01J CF.ACC.GDG.SUSFFLE;CF.BPD.GDG.BKUP.GENJ

**Authority Description**

THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH THE FFS COOPERATIVE ADMINISTRATIVE SERVICE UNIT (CASU)

**Computer System**

FF-ADMINISTRATI

**Restrictions**

CO

**Form Num****Document Num**

300

**User Cost Code**

740

**Retention Years**

1

**Retention Months**

0

**Retention Description**

DESTROY AFTER 1 YEAR.

**SF - 115 Number Title**

N1-53-99-01-0004.01P CF.ACC.CF-DB2 (DB2 FILES)

**Authority Description**

THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH THE FFS COOPERATIVE ADMINISTRATIVE SERVICE UNIT (CASU).

**Computer System**

FF-ADMINISTRATI

**Restrictions**

CO

**Form Num****Document Num**

300

**User Cost Code**

740

**Retention Years**

0

**Retention Months**

2

**Retention Description**

DESTROY AFTER 55 DAYS.

**SF - 115 Number Title**

N1-53-99-01-0004.01Q CF.ACC.FILE;CF.ACC.GDG.CMDA;CF.ACC.GDG.CMGJ;CF.ACC.GDG.CMMJ

**Authority Description**

THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH THE FFS COOPERATIVE ADMINISTRATIVE SERVICE UNIT (CASU). CLOSED MONTH DATA/GENERAL JOURNAL.

**Computer System**

FF-ADMINISTRATI

**Restrictions**

CO

**Form Num****Document Num**

300

**User Cost Code**

740

**Retention Years**

5

**Retention Months**

0

**Retention Description**

DESTROY AFTER 5 YEARS.

**SF - 115 Number Title**

N1-53-99-01-0004.01Q CF.ACC.GDG.CMTR;CF.ACC.GDG.YTDCJ;CF.BPD.GDG.CMDA;CF.BPD.GDG.CMTR;CF.BPD.GD

**Authority Description<sup>G</sup>**

THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH THE FFS COOPERATIVE ADMINISTRATIVE SERVICE UNIT (CASU). CLOSED MONTH TRANSACTION LOG/YEAR TO DATE GENERAL JOURNAL.

**Computer System**

FF-ADMINISTRATI

**Restrictions**

CO

**Form Num****Document Num**

300

**User Cost Code**

740

**Retention Years**

5

**Retention Months**

0

**Retention Description**

DESTROY AFTER 5 YEARS.

**SF - 115 Number Title**

N1-53-99-01-0004.01R CF.ACC.GDG.BKUP.MEMJ;CF.ACC.GDG.YTDMJ;CF.BPD.GDG.BKUP.MEMJ

**Authority Description**

THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH THE FFS COOPERATIVE ADMINISTRATIVE SERVICE UNIT (CASU)

**Computer System**

FF-ADMINISTRATI

**Restrictions**

CO

**Form Num****Document Num**

300

**User Cost Code**

740

**Retention Years**

0

**Retention Months**

2

**Retention Description**

DESTROY AFTER 65 DAYS.

**SF - 115 Number Title**

N1-53-99-01-0004.01S CF.ACC.GDG.BKUP.SF224;CF.BPD.GDG.BKUP.SF224

**Authority Description**

THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH THE FFS COOPERATIVE ADMINISTRATIVE SERVICE UNIT (CASU)

**Computer System**

FF-ADMINISTRATI

**Restrictions**

CO

**Form Num****Document Num**

300

**User Cost Code**

740

**Retention Years**

0

**Retention Months**

2

**Retention Description**

DESTROY AFTER 45 DAYS.

**SF - 115 Number Title**

N1-53-99-01-0004.01T CF.ACC.GDG.BUDGSPND;CF.BPD.GDG.BUDGSPND

**Authority Description**

THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH THE FFS COOPERATIVE ADMINISTRATIVE SERVICE UNIT(CASU)

**Computer System**

FF-ADMINISTRATI

**Restrictions**

CO

**Form Num****Document Num**

300

**User Cost Code**

740

**Retention Years**

0

**Retention Months**

1

**Retention Description**

DESTROY AFTER 12 DAYS.

**SF - 115 Number Title**

N1-53-99-01-0004.01U CF.ACC.GDG.SUSFPAY

**Authority Description**

THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH THE FFS COOPERATIVE ADMINISTRATIVE SERVICE UNIT(CASU)

**Computer System**

CF-FFSCOOPERATI

**Restrictions**

CO

**Form Num****Document Num**

300

**User Cost Code**

740

**Retention Years**

1

**Retention Months**

2

**Retention Description**

DESTROY AFTER 1 YEAR AND 2 MONTHS.

**SF - 115 Number Title**

N1-53-99-01-0004.01V CF.BPD.BKUPDFF.CMDA;CF.BPD.BKUPDFF.CMTR;CF.BPD.GDG.CMRPEX;CF.BPD.GDG.CM224

**Authority Description<sup>9</sup>**

THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH THE FFS COOPERATIVE ADMINISTRATIVE SERVICE UNIT(CASU). CORE DEFINITION. CLOSED MONTH DOCUMENT JOURNAL. YEAR TO DATE GENERAL JOURNAL.

**Computer System**

CF-FFSCOOPERATI

**Restrictions**

CO

**Form Num****Document Num**

300

**User Cost Code**

740

**Retention Years**

1

**Retention Months**

2

**Retention Description**

DESTROY AFTER 1 YEAR AND 35 DAYS.

**SF - 115 Number Title**

N1-53-99-01-0004.02W FR.ACC

**Authority Description**

THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH THE FFS ADMINISTRATIVE ACCOUNTS.(FFS)  
ACCOUNT FILE.

**Computer System**

FR-ADMINISTRATI

**Restrictions**

CO

**Form Num****Document Num**

300

**User Cost Code**

740

**Retention Years**

27

**Retention Months**

0

**Retention Description**

DESTROY AFTER 27 YEARS.

**SF - 115 Number Title**

N1-53-99-01-0004.02X FR.BPD

**Authority Description**

THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH THE FFS ADMINISTRATIVE ACCOUNTS.(FFS)  
PRODUCTION FILE.

**Computer System**

FR-ADMINISTRATI

**Restrictions**

CO

**Form Num****Document Num**

300

**User Cost Code**

740

**Retention Years**

1

**Retention Months**

2

**Retention Description**

DESTROY AFTER 1 YEAR 2 MONTHS.

**SF - 115 Number Title**

N1-53-99-01-0004.02Z FF.ACC.GDG.-

**Authority Description**

THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH THE ADMINISTRATIVE ACCOUNTS (FARS.) GENERATION DATA.

**Computer System**

FR-ADMINISTRATI

**Restrictions**

CO

**Form Num.****Document Num**

300

**User Cost Code**

750

**Retention Years**

6

**Retention Months**

3

**Retention Description**

DESTROY AFTER 6 YEARS AND 3 MONTHS.

**SF - 115 Number Title**

N1-53-99-01-0004.03H FF.BPD.GDG.-

**Authority Description**

THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH THE ADMINISTRATIVE ACCOUNTS (FARS.) GENERATION DATA

**Computer System**

FR-ADMINISTRATI

**Restrictions**

CO

**Form Num****Document Num**

300

**User Cost Code**

750

**Retention Years**

7

**Retention Months**

0

**Retention Description**

DESTROY AFTER 7 YEARS.

**SF - 115 Number Title**

N1-53-99-01-0004.03J FF.ACC.BKUP.COREDEF;FF.ACC.FILE.SUSFILE;FF.ACC.PROD.;FF.ACC.RMS.APPL.MENUS

**Authority Description**FF.AIS.BKP. THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH THE ADMINISTRATIVE ACCOUNTS(FARS).  
CORE DEFINITION/SUSPENSE FILE/PRODUCTION FILE.**Computer System**

FR-ADMINISTRATI

**Restrictions**

CO

**Form Num****Document Num**

300

**User Cost Code**

740

**Retention Years**

1

**Retention Months**

0

**Retention Description**

DESTROY AFTER 1 YEAR.

**SF - 115 Number Title**

N1-53-99-01-0004.03S FF.NFCDCAIS

**Authority Description**

THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH THE ADMINISTRATIVE ACCOUNTS (FARS.) NFC

**Computer System**

FR-ADMINISTRATI

**Restrictions**

CO

**Form Num****Document Num**

300

**User Cost Code**

750

**Retention Years**

0

**Retention Months**

2

**Retention Description**

DESTROY AFTER 45 DAYS.

**SF - 115 Number Title**

N1-53-99-01-0004.2BB FF.ACC.FF2B-.DB2.-

**Authority Description**

THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH THE ADMINISTRATIVE ACCOUNTS (FARS.) DB2 FILES

**Computer System**

FR-ADMINISTRATI

**Restrictions**

CO

**Form Num****Document Num**

300

**User Cost Code**

750

**Retention Years**

0

**Retention Months**

6

**Retention Description**

DESTROY AFTER 6 MONTHS.

**SF - 115 Number Title**

N1-53-99-01-0005.01A CH.CHJB007.B036.DAYTRAN.INQUIRE;CH.CHXN194.N195.BALFWD - CASH REDESIGN

**Authority Description**

*SYSTEM OUTPUTS*  
THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH THE CASH REDESIGN SYSTEM WHICH INCLUDES FINAL DAILY TRANSACTIONS AND FINAL CASH WIRE HISTORY FROM THE WASHINGTON CASH SYSTEM. THE RETENTION OF THIS SYSTEM WAS APPROVED UNDER N

1-53-96-04, 154.

Computer System	Restrictions	Form Num	Document Num	User Cost Code
CH-CASH REDESIG	CO		310	740

Retention Years	Retention Months
0	0

**Retention Description**DESTROY WHEN NO LONGER NEEDED. *FOR OPERATIONS***SF - 115 Number Title**

N1-53-99-01-0005.01E CH.CHXN016.N016.TABLE3 - CASH REDESIGN

**Authority Description**

*SYSTEM OUTPUTS*  
THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH THE CASH REDESIGN SYSTEM WHICH INCLUDES WASHINGTON CASH SYSTEM (DTS TABLE 3A). THE RETENTION OF THIS SYSTEM WAS APPROVED UNDER N1-53-96-04, 154.

Computer System	Restrictions	Form Num	Document Num	User Cost Code
CH-CASH REDESIG	CO		310	740

Retention Years	Retention Months
0	2

**Retention Description**

DESTROY AFTER 2 MONTHS.

**SF - 115 Number Title**

N1-53-99-01-0005.01J CH.CHXN049.N;CH.CHXN05;CH.CHXN048.N;- CASH REDESIGN

**Authority Description**

*SYSTEM OUTPUTS*  
THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH THE CASH REDESIGN SYSTEM WHICH INCLUDES WASHINGTON CASH SYSTEM WEEKLY ROLLUP. THE RETENTION OF THIS SYSTEM WAS APPROVED UNDER N1-53-96-04, 154.

<b>Computer System</b>	<b>Restrictions</b>	<b>Form Num</b>	<b>Document Num</b>	<b>User Cost Code</b>
CH-CASH REDESIG	CO		310	740

<b>Retention Years</b>	<b>Retention Months</b>
1	0

**Retention Description**

DESTROY AFTER 1 YEAR.

**SF - 115 Number Title**

N1-53-99-01-0005.01J CH.CHXN194.N;N195.BALFWD - CASH REDESIGN

**Authority Description**

*SYSTEM OUTPUTS*  
THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH THE CASH REDESIGN SYSTEM WHICH INCLUDES WASHINGTON CASH SYSTEM DAILY BALANCE FORWARD FILE. THE RETENTION OF THIS SYSTEM WAS APPROVED UNDER N1-53-96-04, 154.

<b>Computer System</b>	<b>Restrictions</b>	<b>Form Num</b>	<b>Document Num</b>	<b>User Cost Code</b>
CH-CASH REDESIG	CO		310	740

<b>Retention Years</b>	<b>Retention Months</b>
1	0

**Retention Description**

DESTROY AFTER 1 YEAR.

**SF - 115 Number Title**

N1-53-99-01-0005.02C PD.GAO;PD.PDPBGA.TAPE;PD.PDPNGA21.GAOTAPE - PARS

**Authority Description**THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH THE PARS SYSTEM.  
IMSLOG.**Computer System**

PD-PARS

**Restrictions**

CO

**Form Num****Document Num**

310

**User Cost Code**

740

**Retention Years**

0

**Retention Months**

1

**Retention Description**

TO BE DESTROY AFTER 7 DAYS.

**SF - 115 Number Title**

N1-53-99-01-0005.1HH CH.CHXN034.N;CH.CHXN037.N;CH.CHXN048.N;- CASH REDESIGN

**Authority Description**THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH THE CASH REDESIGN  
SYSTEM WHICH INCLUDES WASHINGTON CASH SYSTEM WEEKLY ROLLUP. THE RETENTION OF THIS SYSTEM  
WAS APPROVED UNDER N1-53-96-04, 154.**Computer System**

CH-CASH REDESIG

**Restrictions**

CO

**Form Num****Document Num**

310

**User Cost Code**

740

**Retention Years**

2

**Retention Months**

0

**Retention Description**

DESTROY AFTER 2 YEARS.

**SF - 115 Number Title**

N1-53-99-01-0005.1HH CH.USSBFIN.BKP; CH.USSBPRES.BKP- CASH REDESIGN

**Authority Description**

8127E MONTHLY  
THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH THE CASH REDESIGN SYSTEM WHICH INCLUDES WASHINGTON CASH SYSTEM PRELIMINARY/FINAL SAVINGS BONDS ACCRUALS. THE RETENTION OF THIS SYSTEM WAS APPROVED UNDER N1-53-96-04, 154.

**Computer System**

CH-CASH REDESIG

**Restrictions**

CO

**Form Num****Document Num**

310

**User Cost Code**

740

**Retention Years**

2

**Retention Months**

0

**Retention Description**

DESTROY AFTER 2 YEARS.

**SF - 115 Number Title**

N1-53-99-01-0005.2HH PD.CLTD.BACKUP. - PARS

**Authority Description**

THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH THE PARS WEEKLY BACK-UP OF CASHLINK FILES TO BE PROVIDED TO GAO.

**Computer System**

PD-PARS

**Restrictions**

CO

**Form Num****Document Num**

310

**User Cost Code**

740

**Retention Years**

2

**Retention Months**

0

**Retention Description**

DESTROY AFTER 2 YEARS.

**SF - 115 Number Title**

N1-53-99-01-0005.2KK PD.ACC.BULKDATA.BUSINESS - PARS

**Authority Description**

THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH THE PARS BUSINESS TEST DATA.(1992).

**Computer System**

PD-PARS

**Restrictions**

CO

**Form Num****Document Num**

310

**User Cost Code**

740

**Retention Years**

6

**Retention Months**

0

**Retention Description**

DESTROY AFTER 6 YEARS.

**SF - 115 Number Title**

N1-53-99-01-0005.2MM PD.GAO;PD.PDPBGA.TAPE;PD.PDPNGA21.GAOTAPE - PARS

**Authority Description**

THESE ARE BACKUP TAPES THAT ARE LOCATED IN THE TAPE LIBRARY DEALING WITH THE PARS SEMI-ANNUAL AND ANNUAL GAO DATA REQUESTS. ALSO PARS EXCEPTION RECORDS - MONTHLY TAPE CREATED FOR GAO.

**Computer System**

PD-PARS

**Restrictions**

CO

**Form Num****Document Num**

310

**User Cost Code**

740

**Retention Years**

0

**Retention Months**

0

**Retention Description**

TO BE MAILED TO GAO. NO TAPE HELD AT BUREAU OF THE PUBLIC DEBT.