

# INACTIVE - ALL ITEMS SUPERSEDED OR OBSOLETE

## **Schedule Number: N1-483-07-003**

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 Items are either obsolete or have been superseded by newer NARA approved records schedules.

### Description:

We presume items 4 and 6 are destroyed. N1-483-09-002 supersedes all other items.

Date Reported: 8/6/2024

N1-483-07-003

# INACTIVE - ALL ITEMS SUPERSEDED OR OBSOLETE



| <b><u>Item No.</u></b> | <b><u>Description of Item and<br/>Proposed Disposition</u></b>   | <b><u>GRS or Superseded<br/>Job Citation</u></b> |
|------------------------|--|--|
| 1                      | Budget Variance Reports  | 483-91-3/1                                       |
| 2                      | GAO Audit Files  | 483-92-7/2                                       |
| 3                      | Financial Operations Correspondence Files  | 483-92-7/3                                       |
| 4                      | Financial Operations Division Policy and<br>Procedures Manual  | 483-92-7/5                                       |
| 5                      | U. S. Standard General Ledger  | 483-92-7/6                                       |
| 6                      | Financial Planning and Analysis Subject/<br>Project/Program Files – Working Papers and<br>Background Information | 483-93-10/1a and<br>483-93-10/1b                 |

**This schedule applies to all formats and media in which records are created and maintained at the Office of Thrift Supervision (OTS), including paper, microfilm, and electronic records.**

## **1. BUDGET VARIANCE REPORTS**

**MAJOR SUBDIVISION:** Planning Budget & Finance

**DESCRIPTION:** Fiscal and calendar year-end reports showing expenditures vs. allocations by budget account.

**DISPOSITION:** Temporary. Cut off at the end of the fiscal year Destroy 10 years after cutoff. (Supersedes Job No. N1-483-91-3/1)

## **2. GAO Audit Files**

**MAJOR SUBDIVISION:** Planning Budget & Finance

**DESCRIPTION:** Copies of the final audit report pertaining to the financial audits of the former Federal Home Loan Bank Board, the Federal Savings and Loan Insurance Corporation and the OTS.

**DISPOSITION:** Temporary. Cut off at the end of the audit. Destroy 10 years after cutoff. (Supersedes Job No. N1-483-92-7/2)

## **3. FINANCIAL OPERATIONS CORRESPONDENCE FILES**

**MAJOR SUBDIVISION:** Planning Budget & Finance

**DISPOSITION:** Temporary. Cut off quarterly. Destroy 5 years after cutoff. (Supersedes Job No. N1-483-92-7/3)

## **4. FINANCIAL OPERATIONS DIVISION POLICY AND PROCEDURES MANUAL**

**MAJOR SUBDIVISION:** Planning Budget & Finance

**DISPOSITION:** Temporary. Cut off when revised or superseded Destroy upon cutoff. (Supersedes Job No. N1-483-92-7/5)

## **5. U.S. STANDARD GENERAL LEDGER**

**MAJOR SUBDIVISION:** Planning Budget & Finance

**DISPOSITION:** Temporary. Cut off when revised or superseded Destroy upon cutoff. (Supersedes Job No. N1-483-92-7/6)

## **6. FINANCIAL PLANNING AND ANALYSIS SUBJECT/PROJECT/PROGRAM FILES – WORKING PAPERS AND BACKGROUND INFORMATION**

**MAJOR SUBDIVISION:** Planning Budget & Finance

**DESCRIPTION:** Documents include reports, studies, workload analyses, memos, letters and papers that set forth budget development and interpretation, communications and oversight regarding budgetary policies, procedures and standards.

Included is financial information and special projects resulting from requests and questions posed by agency officials and other government enterprises

Programs and projects include but are not limited to: the Assessment Program, Management Reports Committee, Chief Financial Officer and Treasury, OPM and OMB requests.

- a. Documentation regarding budgetary issues, management of the program or project historic files.

**DISPOSITION:** Temporary. Cut off at the end of the calendar year. Destroy 10 years after cutoff (Supersedes Job No. N1-483-93-10/1a)

- b Supporting background information and workpapers.

**DISPOSITION:** Temporary. Cut off at the end of the calendar year. Valuable materials to be transferred to Item 6a. Remaining records are to be destroyed 3 years after cutoff (Supersedes Job No N1-483-93-10/1b)