## **INACTIVE - ALL ITEMS SUPERSEDED OR OBSOLETE**

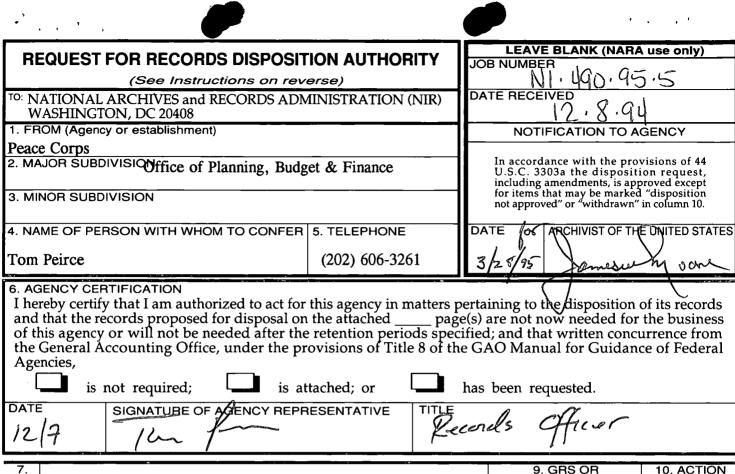
Schedule Number: N1-490-95-005

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 Items are either obsolete or have been superseded by newer NARA approved records schedules.

## Description:

Item 1a was superseded by GRS 1.3, item 040 (DAA-GRS-2015-0006-0005) Item 1b was superseded by GRS 3.1, item 051 (DAA-GRS-2013-0005-0003) Item 2a was superseded by GRS 1.3, item 040 (DAA-GRS-2015-0006-0005) Item 2b was superseded by GRS 3.1, item 051 (DAA-GRS-2013-0005-0003)

Date Reported: 05/31/2022



is not required; is attached; or has been requested.		
DATE SIGNATURE OF AGENCY REPRESENTATIVE TITLE RECON	eds officer	
7. ITEM 8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION NO.	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
Office of Planning, Budget and Finance automated records, per attached.		
Copy pent to agency 3/30/950		

115-109

NSN 7540-00-634-4664 PREVIOUS EDITION NOT USABLE STANDARD FORM 115 (REV. 3-91) Prescribed by NARA 36 CFR 1228

## Office of Planning, Budget and Finance

# 1. Office of Planning, Budget and Finance (OPBF) Operating Plan Database.

This database contains budget data transferred to the White House Office of Management and Budget on an annual basis to support the agency budget request. Information includes projected budget for salaries, supplies, medical expenses, equipment costs, etc.

#### 1a. OPBF Files.

**DISPOSITION:** Temporary. Maintain in Office of Planning, Planning and Finance. Destroy when two years old. (Deviates from GRS 5/2.)

## 1b. Operating Plan Database Related Documentation.

This subitem consists of user manuals, codebooks and other related documentation necessary to understand the OPBF Operating Plan Database.

**DISPOSITION:** Temporary. Destroy when no longer needed.

1c. Output: Budget Reports Files. Periodic reports on the status of appropriation accounts and apportionment.

## 1(c)(1). Annual Reports.

**DISPOSITION:** Temporary. Cut off at the end of Fiscal Year. Destroy when five years old in accordance with GRS 5, Item 3a.

## 1(c)(2) All other reports.

**DISPOSITION:** Temporary. Cut off at the end of Fiscal Year. Destroy three years after the end of the Fiscal Year in accordance with GRS 5, Item 3b.

## Integrated Planning and Budget System (IPBS).

This subitem contains budget data supporting the agency budget request for the past, present and next Fiscal Years. Information includes projected budget for salaries, supplies, medical expenses, transportation and equipment costs, etc. (NOTE: This is a personal computer system, not a mainframe system, which "dumps" budget information into the Operating Plan Database.)

## 2a. IPBS Automated Files.

**DISPOSITION:** Temporary. Maintain in Office of Planning, Budget and Finance. Destroy when two years old. (Deviates from GRS 5/2).

## 2b. IPBS Related Documentation.

This subitem consists of user's manuals, codebooks and other related documentation necessary to understand the IPBS Database.

**DISPOSITION:** Temporary. Destroy when no longer needed.

2c. Output: Budget Background Files. This item consists of rough data and similar materials accumulated in the preparation of annual budget estimates.

**DISPOSITION:** Temporary. Cut off annually. Destroy one year after the close of the Fiscal Year covered by the budget in accordance with GRS 5, Item 2.