

REQUEST FOR RECORDS DISPOSITION AUTHORITY
 (See Instructions on reverse)

NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR)
 WASHINGTON DC 20408

1 FROM (Agency or establishment) **BUREAU OF THE PUBLIC DEBT**

2 MAJOR SUBDIVISION **Government Securities Regulations**

3 MINOR SUBDIVISION

4 NAME OF PERSON WITH WHOM TO CONFER **Robert Konz**

5 TELEPHONE **(304) 480-6601**

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JOB NUMBER **71-153-03-2**

DATE RECEIVED **10-30-2002**

NOTIFICATION TO AGENCY

In accordance with provisions of 44 U.S.C. 3303a the disposition request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.

DATE **3-3-03** ARCHIVIST OF THE UNITED STATES *[Signature]*

6 AGENCY CERTIFICATION

I hereby certify that I am authorized to act for this agency in matters pertaining to the disposition of its records and that the records proposed for disposal on the attached ___ 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,

is not required; is attached; or has been requested.

DATE **10/28/02** SIGNATURE OF AGENCY REPRESENTATIVE **Vicki Thorpe** *[Signature]* TITLE **Records Officer**

7 ITEM NO	8 DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARA USE ONLY)
	<p>See the Attached Sheets</p> <p><i>cc Agency NR, NWMD, NWMLWA</i></p>		

REQUEST FOR RECORDS DISPOSITION AUTHORITY For the Bureau of the Public Debt February 24, 2003

7. ITEM NO	8 DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARA USE ONLY)
N1-53-03-F-0003	<p>Title: Debt Buyback Program—Press / Media Coverage</p> <p>Title Memo: These documents include, but are not limited to various articles from newspapers, magazines, and other financial industry publications. The public may obtain copies of press coverage from the publishers of the material or other sources</p> <p>Form Number: _____ Form Series: _____ Restrictions: _____ Computer System: _____ Cost Code: 12000 Retention Years: 10 Retention Months: 0 Vital Records: <input type="checkbox"/></p> <p>Retention Description: Temporary.</p> <p>a. Electronic copies—Destroy after hard copy is placed in a record keeping system.</p> <p>b. Hardcopies—Cutoff files in 5-year intervals, hold in GSRS for 5 years, destroy 10 years after cut off.</p>		
N1-53-03-F-0004	<p>Title: Debt Buyback Program—Proposed Regulations</p> <p>Title Memo: These documents include, but are not limited to, informational memos, draft memos, proposed rules and strategies, and working papers used in creating the regulations governing the Debt Buyback Program.</p> <p>Form Number: _____ Form Series: _____ Restrictions: _____ Computer System: _____ Cost Code: 12000 Retention Years: 25 Retention Months: 0 Vital Records: X</p> <p>Retention Description: Temporary.</p> <p>a. Electronic copies—Destroy after hardcopy is placed in a record keeping system</p> <p>b. Hard copies—cut off files in 5-year intervals, hold in GSRS for 10 years, destroy 25 years after cutoff.</p>		
N1-53-03-F-0005	<p>Title: Debt Buyback Program—Regulations and Public Comment Letters</p> <p>Title Memo: These documents include, but are not limited to, signed copies of the final rule for the Debt Buyback Program, the signed proposed Buyback Rule, public comment letters on proposed Buyback Rule, and the signature package of the approval documentation of the Final Buyback Rule. These are permanent records that in combination with the Debt Buyback announcements set out the specific terms and conditions by which the public may participate in Debt Buyback operations</p> <p>Form Number: _____ Form Series: _____ Restrictions: _____ Computer System: _____ Cost Code: 12000 Retention Years: 99 Retention Months: 0 Vital Records: X</p> <p>Retention Description: Permanent.</p> <p>a. Electronic copies—Destroy after hard copy is placed in record keeping system</p> <p>b. Hard copies— cutoff files every 5 years. Transfer to NARA 30 years after cutoff.</p>		

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N1-53-03-F-0009	<p>Computer System: Cost Code: 12000 Retention Years: 99 Retention Months: 0 Vital Records: <input type="checkbox"/></p> <p>Retention Description: Permanent.</p> <p>a. Electronic copies—Destroy after hard copy is placed in a record keeping system</p> <p>b. Hard copies— cutoff files every 5 years Transfer to NARA 30 years after cutoff.</p> <p>Title: Collateral Acceptability and Valuation Program—Press / Media Coverage</p> <p>Title Memo: These documents include, but are not limited to various articles from newspapers, magazines, and other financial industry publications. The public may obtain copies of press coverage from the publishers of the material or other sources</p> <p>Form Number: Form Series: Restrictions: Computer System: Cost Code: 12000 Retention Years: 10 Retention Months: 0 Vital Records: <input type="checkbox"/></p> <p>Retention Description: Temporary.</p> <p>a. Electronic copies—Destroy after hard copy is placed in a record keeping system.</p> <p>b. Hard copies—Cut off files in 5-year intervals, hold in GSRS for 5 years, destroy 10 years after cutoff</p>		
N1-53-03-F-0010	<p>Title: Collateral Acceptability and Valuation Program—Proposed Regulations</p> <p>Title Memo: These documents include, but are not limited to, rule proposals, public comment letters on the proposed rules and the final rules of the Collateral Acceptability and Valuation Program associated with 31 CFR parts 202, 203 and 225.</p> <p>Form Number: Form Series: Restrictions: Computer System: Cost Code: 12000 Retention Years: 25 Retention Months: 0 Vital Records: X</p> <p>Retention Description: Temporary</p> <p>a. Electronic copies—destroy after hard copy is placed in a record keeping system</p> <p>b. Hard copies—Cut off files in 5-year intervals, hold in GSRS for 10 years, destroy 25 years after cutoff</p>		
N1-53-03-F-0011	<p>Title: Collateral Acceptability and Valuation Program—Regulations and Public Comment Letters</p> <p>Title Memo: These documents include, but are not limited to, public comment letters on the rules and the final rules of the Collateral Acceptability and Valuation Program The comments and final rules are permanent records associated with 31 CFR part 380 as implemented by the Bureau of Public Debt. They support the action of the final rule.</p> <p>Form Number: Form Series: Restrictions: Computer System: Cost Code: 12000</p>		

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	<p>documents may include, but are not limited to, auction procedure reports, auction violation reports, auction error proposals and policy, auction models, and single bidders certifications.</p> <p>Form Number: _____ Form Series: _____ Restrictions: _____ Computer System: _____ Cost Code: 12000 Retention Years: 25 Retention Months: 0 Vital Records: <input type="checkbox"/></p> <p>Retention Description: Temporary.</p> <p>a. Electronic copies—Destroy after hardcopy is placed in a record keeping system b. Hard copies—Cut off files in 5-year intervals, hold in GSRS for 10 years, destroy 25 years after cutoff.</p>		
N1-53-03-F-0015	<p>Title: Uniform Offering Circular / Auction Rules Program—Important Data Files</p> <p>Title Memo: These documents include, but are not limited to, correspondence, auction guidelines, information on inflation-index securities, STRIPS Program information, regulatory issues, oral inquiries, and auction interpretations. These are permanent records that document the establishment and history of the Uniform Offering Circular / Auction Rules Program.</p> <p>Form Number: _____ Form Series: _____ Restrictions: _____ Computer System: _____ Cost Code: 12000 Retention Years: 99 Retention Months: 0 Vital Records: <input type="checkbox"/></p> <p>Retention Description: Permanent.</p> <p>a. Electronic copies—Destroy after hard copy is placed in a record keeping system. b. Hard copies— cutoff files every 5 years. Transfer to NARA 30 years after cutoff.</p>		
N1-53-03-F-0016	<p>Title: Uniform Offering Circular / Auction Rules Program—Press / Media Coverage</p> <p>Title Memo: These documents include, but are not limited to various articles from newspapers, magazines, and other financial industry publications. The public may obtain copies of press coverage from the publishers of the material or other sources</p> <p>Form Number: _____ Form Series: _____ Restrictions: _____ Computer System: _____ Cost Code: 12000 Retention Years: 10 Retention Months: 0 Vital Records: <input type="checkbox"/></p> <p>Retention Description: Temporary.</p> <p>a. Electronic copies—Destroy after hard copy is placed in a record keeping system. b. Hard copies—Cut off files in 5-year intervals, hold in GSRS for 5 years, destroy 10 years after cutoff</p>		
N1-53-03-F-0017	<p>Title: Uniform Offering Circular / Auction Rules Program—Regulations & Public Comment Letters</p>		

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	<p>Title Memo: These are permanent records associated with proposed and final rulemaking pertaining to auction regulations and the public comment letters received in response to the proposed rule. The documents include, but are not limited to, proposed auction rules and regulations, drafts and edits, comment letters, interpretations of rules, meeting notices, and final rules.</p> <p>Form Number: _____ Form Series: _____ Restrictions: _____ Computer System: _____ Cost Code: 12000 Retention Years: 99 Retention Months: 0 Vital Records: X</p> <p>Retention Description: Permanent.</p> <ul style="list-style-type: none"> a. Electronic copies—Destroy when hard copy is placed in record keeping system. b. Hard copies— cutoff files every 5 years. Transfer to NARA 30 years after cutoff 		
N1-53-03-F-0018	<p>Title: Government Securities Act Regulations Program—General Program Information</p> <p>Title Memo: The Government Securities Act (GSA) Regulations Program relates to the establishment and amendment of the rules at 17 CFR Chapter IV, Subchapters A and B. The rules are applicable to government securities brokers and dealers and relate to financial responsibility, protection of customer's securities and funds, record keeping, large position reporting and financial reporting and audits. The rules also pertain to custodial holdings of government securities by depository institutions. The documents include, but are not limited to, correspondence, reports; working group files, drafts; audit, qualification and confirmation requirements; bank examination procedures and materials; conference training materials; arbitrations, settlements and agreements; compliance documents; and enforcement and regulatory actions.</p> <p>Form Number: _____ Form Series: _____ Restrictions: _____ Computer System: _____ Cost Code: 12000 Retention Years: 25 Retention Months: 0 Vital Records: <input type="checkbox"/></p> <p>Retention Description: Temporary.</p> <ul style="list-style-type: none"> a. Electronic copies—Destroy after placing hard copy in a record keeping system b. Hard copies—Cut off files in 5-year intervals, hold in GSRS for 10 years, destroy 25 years after cutoff. 		
N1-53-03-F-0019	<p>Title: Government Securities Act Regulations Program—Important Data Files</p> <p>Title Memo: These documents include, but are not limited to, working group records; reports; research interviews; studies; briefing materials; conference & speaking engagement records; meeting minutes; correspondence; press releases & Federal Register notices; Large Position Reporting amendments, notes & original letters; and rules and amendments. These are permanent records that document the establishment and history of the Government Securities Act Regulations Program.</p> <p>Form Number _____ Form Series: _____ Restrictions: _____ Computer System: _____ Cost Code: 12000</p>		

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