

REQUEST FOR RECORDS DISPOSITION AUTHORITY <i>(See Instructions on reverse)</i>	
NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) WASHINGTON, DC 20408	
1. FROM (Agency or establishment) BUREAU OF THE PUBLIC DEBT	
2. MAJOR SUBDIVISION Office of Securities Operations / Division of Accounting Services	
3. MINOR SUBDIVISION Customer Accounting Branch	
4. NAME OF PERSON WITH WHOM TO CONFER	5. TELEPHONE
Missv Williamson-Records Mgmt Specialist	304-480-6538

LEAVE BLANK (NARA use only)	
JOB NUMBER 71-053-04-4	
DATE RECEIVED 4-15-2004	
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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.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 8/30/2004	ARCHIVIST OF THE UNITED STATES <i>Luis Bellardo</i>

6. AGENCY CERTIFICATION
I hereby certify that I am authorized to act for this agency in matters pertaining to the disposition of its records and that the records proposed for disposal on the attached 1 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 4/13/04	SIGNATURE OF AGENCY REPRESENTATIVE Vicki Thorpe <i>Vicki S Thorpe</i>	TITLE Records Officer
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7. ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
	See the Attached Sheets		
	<i>cc Agency NR NWML</i>		

REQUEST FOR RECORDS DISPOSITION AUTHORITY

For the Bureau of the Public Debt April 13, 2004

7. ITEM NO. NI-53-04-H-	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
0001	<p>Title: Backup Copies of Retired Savings Securities—Scanned Images</p> <p>Title Memo: These are electronic files that contain scanned images of the front and back sides of retired savings securities that are used as a back up to regain credit in case the original securities are lost or destroyed while in route to or during processing by EZ Clear at the Federal Reserve Bank in Pittsburgh. There are no paper copies or word processing files associated with these records.</p> <p>Form Number: Form Series: Restrictions: Privacy Act Computer System: Cost Code: 693 Retention Years: 0 Retention Months: 0 Vital Records: <input type="checkbox"/></p> <p>Retention Description: Temporary. Cut off daily. Delete files 15 days after cutoff or when EZ Clear has verified receipt of the original securities, whichever is later.</p>		
0002	<p>Title: Backup Copies of Retired Savings Securities—Microfilm Images</p> <p>Title Memo: These are microfilm copies of the front and back sides of retired savings securities that are used as a back up to regain credit in case the original securities are lost or destroyed while in route to or during processing by EZ Clear at the Federal Reserve Bank in Pittsburgh. These microfilm images will be phased out over time as the new scanned imaging system is put in place. There are no paper copies or word processing files associated with these records.</p> <p>Form Number: Form Series: Restrictions: Privacy Act Computer System: Cost Code: 693 Retention Years: 0 Retention Months: 0 Vital Records: <input type="checkbox"/></p> <p>Retention Description: Temporary. Cut off daily. Destroy microfilm 15 days after cutoff or when EZ Clear has verified receipt of the original securities, whichever is later.</p>		