



# Retention Schedule for Records of the Programme Planning and Budget Division, OPPBA, DM

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Local Archive = Move to semi-active storage; Interim Archive = Transfer to ARMS; Permanent Archive = Transfer to ARMS for permanent storage Page 1

Schedule No.	Title	Transfer to	Destruction	Notes	Source	Active from
PPBD001	Records Relating to the Integrated Planning, Programming and Budgeting in All Sectors of the Organization's Programme Budget	Local Archive after Date Closed Interim Archive 2 Years after Date Closed	<b>Destroy Permitted</b> Destroy 5 Years after Date Registered	The records deal with the preparation of the biennial programme budgets, medium-term plans, budget performance reports, statements of budget implications of new activities and revised or supplementary budget proposals; implementation of the programme budgets, medium-term plans and extrabudgetary funds; and substantive services on programme and budgetary issues to the Fifth Committee and other committees of the General Assembly, Economic and Social Council and its subsidiary bodies, ACABQ and Committee for Programme Coordination.  Office of record: Programme Planning and Budget Division, OPPBA, Department of Management.	ARMS	14/09/2004