

# Request for Records Disposition Authority

(See Instructions on reverse)

To: National Archives and Records Administration (NIR)  
Washington, DC 20408

1. From: (Agency or establishment)

Federal Housing Finance Board (FHFB)

2. Major Subdivision

Office of Management

3. Minor Subdivision

4. Name of Person with whom to confer

Karen Rogers, Rec'd Officer

5. Telephone (include area code)

202/408-2910

## Leave Blank (NARA Use Only)

Job Number

NI-485-08-1

Date Received

10/30/07

### Notification to Agency

In accordance with the 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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.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

11/16/07

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 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 ☐ has been requested

Signature of Agency Representative

*Karen M. Rogers*

Title

Records Officer

Date (mm/dd/yyyy)

10/17/07

7. Item Number	8. Description of Item and Proposed Disposition	9. GRS or Superseded Job Citation	10. Action taken (NARA Use Only)
	<p>Description of Item: Administrative Agency Policies and Office of Management Procedures.</p> <p>Proposed disposition: Destroy when superseded or obsolete.</p> <p>Reviewed by:</p> <p><i>[Signature]</i> 10/23/07 Associate General Counsel, FHFB Date</p> <p><i>[Signature]</i> 10/24/07 Acting Director, Office of Management Date</p> <p>12/16/08 copies sent to agency, NWMWA, *NR</p>		



## FEDERAL HOUSING FINANCE BOARD

### POLICIES

#### Table of Contents

##### Tab Description

1. Acquisition Policy and Procedures Handbook (12/22/03) w/11/21/03 memo, Chrmn's Order 2002-OR-4
2. Administrative Grievance System Policy (2/7/05)
3. Asset Capitalization Policy (3/10/06)
4. Budget Policy (8/26/05)
5. Cell Phone Allowance Policy (5/4/07)
6. Compensation Program (8/31/06); Memo (1/28/03) from Chairman Korsmo to All Staff, Results of the Compensation Analysis (401K)
7. Document Tracking Policy (12/19/06)
8. Employment of Relatives, Restrictions on the (2/5/05)
9. Equal Employment Opportunity Policy (1/6/2005)
10. Excepted Service Policy (8/14/06)
11. Facility Management Policy (1/8/07)
12. Inspector General (FB Policy Regarding) (3/30/2000)
13. Internal Control and Risk Management Policy (9/17/04)
14. Leave Handbook (10/3/97)
15. Licenses and Certification Fees (3/14/07)
16. Merit Promotion Plan (5/6/05)
17. Overtime or Compensatory Time for Finance Board Exempt Employees memo (3/31/2000); Handbook (1/31/97)
18. Parking Benefit Program Policy (1/22/07)
19. Performance Management Program (7/28/99)
20. Personnel Security and Suitability Handbook (1/31/97)
21. Privacy Impact Assessment Guide (4/19/06)
22. Property Management Policy (8/26/05)
23. Reception (Official) and Representation Policy (8/26/05)
24. Recruitment, Retention, and Relocation Incentives Policy (2/20/07)
25. Reduction-in-Force Policy Handbook (5/9/97)
26. Smoking (1/11/05)
27. Student Loan Repayment Program (9/7/06)
28. Student Employment at the FHFB (9/16/04)
29. Telecommuting Policy (8/14/06)
30. TF Policy (10/31/05; revised 2/6/06)
31. Training Policy (3/14/96)
32. Travel – Interrupted (1/8/07)
33. Travel Policy and Procedures (8/27/2001)
34. Travel Stipend Program (10/18/06)
35. United Concordia email to Staff re Dental and Vision Plans (9/8/04)
36. Wellness Account Policy (3/14/07)
37. Work Schedule Policy Handbook (12/12/05)