

# WITHDRAWN - RETURNED WITHOUT ACTION

NATIONAL ARCHIVES AND RECORDS ADMINISTRATION  
Request for Records Disposition Authority

Records Schedule: DAA-0056-2015-0003

## Request for Records Disposition Authority

Records Schedule Number DAA-0056-2015-0003  
Schedule Status Returned Without Action

Agency or Establishment Department of the Treasury  
Record Group / Scheduling Group General Records of the Department of the Treasury  
Records Schedule applies to Major Subdivision  
Major Subdivision Domestic Finance  
Minor Subdivision Financial Stability Oversight Council  
Schedule Subject Records of Financial Stability Council  
Internal agency concurrences will be provided No

Background Information The Financial Stability Oversight Council which was established July 21, 2010, pursuant to section 111(a) of the Dodd-Frank Wall Street Reform and Consumer Protection Act, Pub. L. 111-203, (the "Act"). Under the Dodd-Frank Act, the Financial Stability Oversight Council (FSOC) is to identify risks to the financial stability of the United States that could arise from the material financial distress or failure, or ongoing activities, of large, interconnected bank holding companies or nonbank financial companies, or that could arise outside the financial services marketplace; to promote market discipline, by eliminating expectations on the part of shareholders, creditors, and counterparties of such companies that the Government will shield them from losses in the event of failure; and to respond to emerging threats to the stability of the United States financial system.

### Item Count

Number of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items
0	0	0	18

GAO Approval

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## Outline of Records Schedule Items for DAA-0056-2015-0003

Sequence Number	
1	Procurement Authorities & Procedures
1.1	Official Records Sets Disposition Authority Number: DAA-0056-2015-0003-0001
1.2	Background and working files. Disposition Authority Number: DAA-0056-2015-0003-0002
2	Regulations and Guidance Disposition Authority Number: DAA-0056-2015-0003-0003
3	Reports
3.1	Official Record Sets Disposition Authority Number: DAA-0056-2015-0003-0004
3.2	All other copies. Disposition Authority Number: DAA-0056-2015-0003-0005
4	FSOC Internal Audit Records
4.1	Significant Audits/Evaluations Disposition Authority Number: DAA-0056-2015-0003-0006
4.2	Other Audits Disposition Authority Number: DAA-0056-2015-0003-0007
4.3	Audit Planning and Tracking files. Disposition Authority Number: DAA-0056-2015-0003-0008
5	Legal Files
5.1	Legal Files Disposition Authority Number: DAA-0056-2015-0003-0009
5.2	Other Legal Files. Disposition Authority Number: DAA-0056-2015-0003-0010
6	Strategic Planning
6.1	Five-year Strategic Plan Disposition Authority Number: DAA-0056-2015-0003-0011
6.2	Strategic plans for specific organizations within the Department of Treasury –other than overall Treasury Strategic Plan Disposition Authority Number: DAA-0056-2015-0003-0012
7	Performance and Risk Management Disposition Authority Number: DAA-0056-2015-0003-0013
8	Press Releases
8.1	Official Records Set

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Records Schedule. **DAA-0056-2015-0003**

8.2	Disposition Authority Number: DAA-0056-2015-0003-0014 All other copies Disposition Authority Number: DAA-0056-2015-0003-0015
9	Meeting Minutes Disposition Authority Number: DAA-0056-2015-0003-0016
10	Program, Subject, and Correspondence Files
10.1	Significant Program, Subject, and Correspondence Files. Disposition Authority Number: DAA-0056-2015-0003-0017
10.2	Routine Program, Subject, and Correspondence. Disposition Authority Number: DAA-0056-2015-0003-0018

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## Records Schedule Items

Sequence Number	
1	<p><b>Procurement Authorities &amp; Procedures</b> Council staff creates and maintains files for the development of policies and procedures for certain FSOC operations. The final product may be a policy letter or manual, a section of a policy manual, or a set of procedures. The Council usually approves policies; procedures are developed at the division level and may be distributed by the Chairperson of the Council or by the division. Includes procurement contracts and agreements, authorities, conflict of interest mitigation procedures, asset manager selection process, solicitation of financial agents, fed biz ops, and small business participation.</p>
1.1	<p><b>Official Records Sets</b> Disposition Authority Number      DAA-0056-2015-0003-0001</p> <p>Files include Council staff-developed manuals, guidance, or letters describing duties, responsibilities, procedures, activities, and reporting requirements for FSOC programs overseen by the Council, such as delegations of authority for buildings and budgets, activities of general auditors, accounting procedures, and implementation of policies for payment system risk and accounting.</p> <p>Final Disposition                      Permanent Item Status                              Withdrawn Is this item media neutral?          Yes Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing?      Yes Do any of the records covered by this item exist as structured electronic data?                      Yes</p> <p><b>Disposition Instruction</b> Cutoff Instruction                      Cut off files annually. Maintain all files at Treasury. Transfer to Inactive Storage          Transfer to the National Archives and Records Administration (NARA) when 20 years old. Transfer to the National Archives for Accessioning      Transfer to the National Archives immediately after 20 years</p> <p><b>Additional Information</b></p>

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1.2

What will be the date span of the initial transfer of records to the National Archives? Unknown  
Unknown

How frequently will your agency transfer these records to the National Archives? Unknown  
Unknown

## Background and working files.

Disposition Authority, Number DAA-0056-2015-0003-0002

Files are accumulated in the process of creating and updating policies and procedures. Documentation includes copies of policy documents, drafts, comments, electronic mail messages, and memoranda.

Final Disposition Temporary

Item Status Withdrawn

Is this item media neutral? Yes

Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing? Yes

Do any of the records covered by this item exist as structured electronic data? Yes

## Disposition Instruction

Cutoff Instruction Cut off files annually.

Transfer to Inactive Storage Retain until the policy or procedures is superseded, then destroy when no longer needed for administrative or reference purposes.

Retention Period Destroy when no longer needed

## Additional Information

GAO Approval Not Required

2

## Regulations and Guidance

Disposition Authority Number DAA-0056-2015-0003-0003

Includes orderly liquidation guidance, heightened prudential standards guidance, financial market utilities guidance, nonbanks guidance and program guidance.

Final Disposition Permanent

Item Status Withdrawn

Is this item media neutral? Yes

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Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing? Yes

Do any of the records covered by this item exist as structured electronic data? Yes

## Disposition Instruction

Cutoff Instruction Cut off files annually. Maintain all files at Treasury.

Transfer to Inactive Storage Transfer to the National Archives and Records Administration (NARA) when 20 years old.

Transfer to the National Archives for Accessioning Transfer to the National Archives immediately after 20 years

## Additional Information

What will be the date span of the initial transfer of records to the National Archives? Unknown  
Unknown

How frequently will your agency transfer these records to the National Archives? Unknown  
Unknown

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## Reports

Includes transaction, program descriptions, and congressional reports. Official FSOC publications formally coordinated, prepared, and printed by the Government Printing Office, private contractors, or the agency itself including but not limited to annual reports to Congress; special project studies and reports that are conducted by FSOC or under contract to FSOC; journals, technical reviews, and catalogs prepared by FSOC; procedural or policy manuals, handbooks, and other agency guidance; public relations flyers, brochures and educational materials prepared to furnish information or to promote agency programs and operations to the public.

3.1

## Official Record Sets

Disposition Authority Number DAA-0056-2015-0003-0004

Final Disposition Permanent

Item Status Withdrawn

Is this item media neutral? Yes

Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing? Yes

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	Do any of the records covered by this item exist as structured electronic data?	Yes
	Disposition Instruction	
	Cutoff Instruction	Cut off files annually. Maintain all files at Treasury.
	Transfer to Inactive Storage	Transfer to the National Archives and Records Administration (NARA) when 20 years old.
	Transfer to the National Archives for Accessioning	Transfer to the National Archives immediately after 20 years
	Additional Information	
	What will be the date span of the initial transfer of records to the National Archives?	Unknown Unknown
	How frequently will your agency transfer these records to the National Archives?	Unknown Unknown
3.2	All other copies.	
	Disposition Authority Number	DAA-0056-2015-0003-0005
	Final Disposition	Temporary
	Item Status	Withdrawn
	Is this item media neutral?	Yes
	Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing?	Yes
	Do any of the records covered by this item exist as structured electronic data?	Yes
	Disposition Instruction	
	Cutoff Instruction	Cut off files annually.
	Transfer to Inactive Storage	Maintain in office for 3 years and then retire to Washington National Records Center (WNRC). Destroy when 7 years old.
	Retention Period	Destroy immediately after 7 years old
	Additional Information	

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	GAO Approval	Not Required
4	<b>FSOC Internal Audit Records</b> Includes records relating to planning, scheduling, and administration of FSOC's internal audit program. Files include annual audit plans, audit schedules, auditor rosters, auditor qualifications records, audit report logs, status reports, and related correspondence. Files of audits and evaluations of FSOC programs, operations, and procedures to include program and contract audits. The files contain audit and evaluation reports with supporting work papers, as well as related correspondence and memoranda. The files may also contain, when applicable, printed copies of electronic mail and word processing documents.	
4 1	<b>Significant Audits/Evaluations</b>	
	Disposition Authority Number	DAA-0056-2015-0003-0006
	Audits/Evaluations that meet one or more of the following criteria: the subject of the file (1) attracts significant attention in the media, either on the national or local level; (2) results in significant Congressional interest or action; or (3) is unique in scope and/or nonrecurring. Item 6a files will be selected by FSOC based on the above criteria.	
	Final Disposition	Permanent
	Item Status	Withdrawn
	Is this item media neutral?	Yes
	Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing?	Yes
	Do any of the records covered by this item exist as structured electronic data?	Yes
	<b>Disposition Instruction</b>	
	Cutoff Instruction	Cut off annually the year in which the final report is issued.
	Transfer to Inactive Storage	Maintain in office for 10 years and then retire to WNRC. Transfer to NARA when 20 years old.
	Transfer to the National Archives for Accessioning	Transfer to the National Archives immediately after 20 years.
	<b>Additional Information</b>	
	What will be the date span of the initial transfer of records to the National Archives?	Unknown Unknown

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4.2

How frequently will your agency transfer these records to the National Archives?      Unknown  
Unknown

## Other Audits

Disposition Authority Number      DAA-0056-2015-0003-0007

Records created or acquired during the course of the audit/evaluation and development of the final report, including correspondence, memoranda, supporting work papers and the final report.

Final Disposition      Temporary

Item Status      Withdrawn

Is this item media neutral?      Yes

Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing?      Yes

Do any of the records covered by this item exist as structured electronic data?      Yes

## Disposition Instruction

Cutoff Instruction      Cut off annually the year in which the final report is issued.

Transfer to Inactive Storage      Maintain in office for 3 years and then retire to the WNRC. Destroy when 7 years old.

Retention Period      Destroy immediately after 7 years

## Additional Information

GAO Approval      Not Required

4.3

## Audit Planning and Tracking files.

Disposition Authority Number      DAA-0056-2015-0003-0008

Documents created in (1) identifying areas for audit, defining the scope of planned audits, and scheduling audits; and (2) tracking corrective action taken on audit report recommendations.

Final Disposition      Temporary

Item Status      Withdrawn

Is this item media neutral?      Yes

Do any of the records covered by this item currently exist in

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	electronic format(s) other than e-mail and word processing?	
	Do any of the records covered by this item exist as structured electronic data?	Yes
	<b>Disposition Instruction</b>	
	Cutoff Instruction	Cut off when no further corrective action is necessary.
	Transfer to Inactive Storage	Destroy 5 years after cut off.
	Retention Period	Destroy immediately after 5 years
	<b>Additional Information</b>	
	GAO Approval	Not Required
5	<b>Legal Files</b>	
5.1	<b>Legal Files</b>	
	Disposition Authority Number	DAA-0056-2015-0003-0009
	Files may also contain, when applicable, printed copies of electronic mail and word processing documents. Includes complete documentation on litigation or the legal position of the FSOC. Includes correspondence, memorandums, studies, appraisals, decisions, periodic narrative reports, and similar materials which relate to a specific action, event, person, place, project or other subject and provide complete documentation of FSOC activities from initiation to conclusion.	
	Final Disposition	Permanent
	Item Status	Withdrawn
	Is this item media neutral?	Yes
	Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing?	Yes
	Do any of the records covered by this item exist as structured electronic data?	Yes
	<b>Disposition Instruction</b>	
	Cutoff Instruction	Cut off files annually.
	Transfer to Inactive Storage	Maintain in office for 3 years and then retire to the Washington National Records Center (WNRC). Transfer to the National Archives and Records Administration (NARA) when 20 years old.

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	Transfer to the National Archives for Accessioning	Transfer to the National Archives immediately after 20 years
	<b>Additional Information</b>	
	What will be the date span of the initial transfer of records to the National Archives?	Unknown Unknown
	How frequently will your agency transfer these records to the National Archives?	Unknown Unknown
5.2	<b>Other Legal Files.</b>	
	Disposition Authority Number	DAA-0056-2015-0003-0010
	<b>All other copies.</b>	
	Final Disposition	Temporary
	Item Status	Withdrawn
	Is this item media neutral?	Yes
	Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing?	Yes
	Do any of the records covered by this item exist as structured electronic data?	Yes
	<b>Disposition Instruction</b>	
	Cutoff Instruction	Cut off files annually.
	Transfer to Inactive Storage	Maintain in office for 3 years and then retire to WNRC. Destroy when 7 years old.
	Retention Period	Destroy immediately after 7 years old
	<b>Additional Information</b>	
	GAO Approval	Not Required
6	<b>Strategic Planning</b>	
	Includes files relating to development, implementation, reporting, and analysis of the FSOCs strategic goals and objectives. Files contain correspondence, plans, reports, and other documentation on the FSOCs Strategic Plan, annual performance plans, quarterly performance data and other documentation on performance measures.	
6.1	<b>Five-year Strategic Plan</b>	

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Records Schedule. DAA-0056-2015-0003

Disposition Authority Number	DAA-0056-2015-0003-0011
Final Disposition	Permanent
Item Status	Withdrawn
Is this item media neutral?	Yes
Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing?	Yes
Do any of the records covered by this item exist as structured electronic data?	Yes
<b>Disposition Instruction</b>	
Cutoff Instruction	Retire to the Washington National Records Center when 5 years old.
Transfer to Inactive Storage	Transfer to NARA when 20 years old.
Transfer to the National Archives for Accessioning	Transfer to the National Archives immediately after 20 years old

## Additional Information

What will be the date span of the initial transfer of records to the National Archives?	Unknown Unknown
How frequently will your agency transfer these records to the National Archives?	Unknown Unknown

6.2

## Strategic plans for specific organizations within the Department of Treasury –other than overall Treasury Strategic Plan

Disposition Authority Number	DAA-0056-2015-0003-0012
Final Disposition	Temporary
Item Status	Withdrawn
Is this item media neutral?	Yes
Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing?	Yes
Do any of the records covered by this item exist as structured electronic data?	Yes

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## Disposition Instruction

Cutoff Instruction	Destroy when 10 years old.
Transfer to Inactive Storage	Destroy when 10 years old.
Retention Period	Destroy immediately after 10 years old

## Additional Information

GAO Approval	Not Required
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## Performance and Risk Management

Disposition Authority Number	DAA-0056-2015-0003-0013
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Includes enterprise risk management, performance management, reputation risk, and credit risk files.

Final Disposition	Permanent
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Item Status	Withdrawn
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Is this item media neutral?	Yes
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Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing?	Yes
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Do any of the records covered by this item exist as structured electronic data?	Yes
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## Disposition Instruction

Cutoff Instruction	Cut off files annually. Maintain all files at Treasury.
Transfer to Inactive Storage	Transfer to the National Archives and Records Administration (NARA) when 20 years old.
Transfer to the National Archives for Accessioning	Transfer to the National Archives immediately after 20 years old

## Additional Information

What will be the date span of the initial transfer of records to the National Archives?	Unknown
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How frequently will your agency transfer these records to the National Archives?	Unknown
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## Press Releases

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8.1

## Official Records Set

Disposition Authority Number DAA-0056-2015-0003-0014

One copy of each news or press release by Treasury.

Final Disposition Permanent

Item Status Withdrawn

Is this item media neutral? Yes

Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing? Yes

Do any of the records covered by this item exist as structured electronic data? Yes

## Disposition Instruction

Cutoff Instruction Cut off annually. Retire to the Washington National Records Center 2 years after cutoff.

Transfer to Inactive Storage Transfer to the National Archives 20 years after cutoff.

Transfer to the National Archives for Accessioning Transfer to the National Archives immediately after 20 years old.

## Additional Information

What will be the date span of the initial transfer of records to the National Archives? Unknown  
Unknown

How frequently will your agency transfer these records to the National Archives? Unknown  
Unknown

8.2

## All other copies

Disposition Authority Number DAA-0056-2015-0003-0015

Final Disposition Temporary

Item Status Withdrawn

Is this item media neutral? Yes

Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing? Yes

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Do any of the records covered by this item exist as structured electronic data?	Yes
Disposition Instruction	
Cutoff Instruction	Destroy when no longer needed for convenience of reference.
Transfer to Inactive Storage	Destroy when no longer needed for convenience of reference.
Retention Period	Destroy when no longer needed
Additional Information	
GAO Approval	Not Required
<b>Meeting Minutes</b>	
Disposition Authority Number	DAA-0056-2015-0003-0016
Consists of transcripts documenting the discussions and decisions made by the FSOC during convened meetings. Folders containing staff documents, agendas, supporting documentation presented to the Council, meeting transcripts, and similar materials. Official minutes include votes taken at Council meetings, date, time, and place of meetings, lists of Council staff present, subject(s) discussed the type of meeting conducted, and whether the meeting was open or closed to the public.	
Final Disposition	Permanent
Item Status	Withdrawn
Is this item media neutral?	Yes
Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing?	Yes
Do any of the records covered by this item exist as structured electronic data?	Yes
Disposition Instruction	
Cutoff Instruction	Cut off files annually. Maintain all files at Treasury.
Transfer to Inactive Storage	Transfer to the National Archives and Records Administration (NARA) when 20 years old.
Transfer to the National Archives for Accessioning	Transfer to the National Archives immediately after 20 years old
Additional Information	

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	What will be the date span of the initial transfer of records to the National Archives?	Unknown Unknown
	How frequently will your agency transfer these records to the National Archives?	Unknown Unknown
10	<b>Program, Subject, and Correspondence Files</b>	
10.1	<b>Significant Program, Subject, and Correspondence Files.</b>	
	Disposition Authority Number	DAA-0056-2015-0003-0017
	Incoming and outgoing correspondence, reports, studies, memoranda, and other documents (INCLUDING correspondence with members of Congress) prescribing FSOC policies, programs and objectives, formulation and implementation of plans, responses and decisions on matters of major policy impact, or in providing operational and managerial guidance to all organizational segments of FSOC. Files may also contain, when applicable, printed copies of electronic mail and word processing documents.	
	Final Disposition	Permanent
	Item Status	Withdrawn
	Is this item media neutral?	Yes
	Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing?	Yes
	Do any of the records covered by this item exist as structured electronic data?	Yes
	<b>Disposition Instruction</b>	
	Cutoff Instruction	Cut off files annually. Maintain in office for 3 years and then retire to the WNRC.
	Transfer to Inactive Storage	Transfer to NARA when 20 years old.
	Transfer to the National Archives for Accessioning	Transfer to the National Archives immediately after 20 years old.
	<b>Additional Information</b>	
	What will be the date span of the initial transfer of records to the National Archives?	Unknown Unknown

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How frequently will your agency transfer these records to the National Archives?      Unknown  
Unknown

## Routine Program, Subject, and Correspondence.

Disposition Authority Number      DAA-0056-2015-0003-0018

Incoming and outgoing correspondence, reports, studies, memoranda, and other documents of a routine or recurring nature.

Final Disposition      Temporary

Item Status      Withdrawn

Is this item media neutral?      Yes

Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing?      Yes

Do any of the records covered by this item exist as structured electronic data?      Yes

## Disposition Instruction

Cutoff Instruction      Cut off files annually. Maintain in office for 3 years and then retire to WNRC.

Transfer to Inactive Storage      Destroy when 7 years old.

Retention Period      Destroy immediately after 7 years old.

## Additional Information

GAO Approval      Not Required

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## 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 in this schedule are not now needed for the business of the agency or will not be needed after the retention periods specified.

## Signatory Information

Date	Action	By	Title	Organization
02/06/2015	Certify	Evangela Wimbush-Jeffrey	Director	Departmental Offices - Office of Treasury Records
08/21/2015	Return Without Action	Elizabeth Greenberg-Taubel	Appraisal Archivist	National Archives and Records Administration - Records Management Services