

REQUEST FOR RECORDS DISPOSITION AUTHORITY (See Instructions on reverse)		LEAVE BLANK (NARA use only)	
TO NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) WASHINGTON, DC 20408		JOB NUMBER N1-056-03-11	
1. FROM (Agency or establishment) Department of the Treasury		DATE RECEIVED 8/20/03	
2. MAJOR SUBDIVISION Executive Office Terrorist Financial Crimes		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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10	
3. MINOR SUBDIVISION Office of Foreign Assets Control (OFAC)		DATE 11-19-03	
4. NAME OF PERSON WITH WHOM TO CONFER Rosalye Settles/Veronica Marco (622-2477)		ARCHIVIST OF THE UNITED STATES <i>John W. Carl</i>	
5. TELEPHONE 622-1281			
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, <input checked="" type="checkbox"/> is not required; <input type="checkbox"/> is attached; or <input type="checkbox"/> has been requested.			
DATE 08/08/2003	SIGNATURE OF AGENCY REPRESENTATIVE <i>Veronica T. Marco</i>	TITLE Chief, Records Management Services Branch	

7. ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
	<p>This SF-115 is being submitted to revise Item 39, Job #N1-056-02-4</p> <p>Change series title from: Compliance Division Correspondence Files to:</p> <p>39. Financial Transactions Files - Correspondence documenting Compliance action and activities that do not require the creation of a project or case file.</p> <p>a) Fax Authorizations - Authorizations issued for processing payments that can be processed only with OFAC's authorization.</p> <p>Disposition: Temporary. Cut off annually. Destroy on-site 2 years after cut-off.</p> <p>b) Fax Releases - Authorizations issued for the release of funds that were blocked in error by a financial institution.</p> <p>Disposition: Temporary. Cut off annually. Destroy on-site 2 years after cut-off.</p> <p>c) Phone Licenses - One-time license authority to release funds via fax for personal and small amounts below an established dollar amount.</p> <p>Disposition: Temporary. Cut off annually. Destroy on site 1 year after cut off.</p> <p>d) Electronic Mail Inquires - Inquiries requesting information on OFAC regulations.</p> <p>Disposition: Temporary. Cut off annually. Destroy on site 1 year after cut off.</p> <p>Note: Electronic Compliance data in Oracle is scheduled in the records of the Information Technology Division, item 18b3</p> <p><i>cc Agency DR NARA</i></p>		