

Request for Records Disposition Authority

Records Schedule Number DAA-0101-2020-0003
Schedule Status Approved
Agency or Establishment Office of the Comptroller of the Currency
Record Group / Scheduling Group Records of the Office of the Comptroller of the Currency
Records Schedule applies to Major Subdivision
Major Subdivision Communications
Minor Subdivision Disclosure Services
Schedule Subject Charters Folders, 1863-1980
Internal agency concurrences will be provided Yes

Background Information These records come from the OCC's Bank Organization and Structure division, which was renamed the Licensing division in the mid-1990s. The Licensing division receives, analyzes, and decides filings to establish, change the structure of, or change the activities performed by national banks, federal savings associations, and federal branches and agencies of foreign banks. The licensing division works closely with the agency's supervisory and legal divisions to render independent decisions, supported by a strong record of facts and in compliance with applicable laws and regulations.

Item Count

Number of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items
1	1	0	0

GAO Approval

Outline of Records Schedule Items for DAA-0101-2020-0003

Sequence Number	
1	Charter Folders Disposition Authority Number DAA-0101-2020-0003-0001

Records Schedule Items

Sequence Number											
1	<p>Charter Folders</p> <p>Disposition Authority Number DAA-0101-2020-0003-0001</p> <p>Pages listing banks that were chartered between 1863 and 1980 Compiled by Banking & Structure (later called Licensing) Post 1980 info is in the Corporate Application Tracking System This information was not migrated to that system These appear in State Order, then by City or town, then by name of bank Each page is a listing of National Banks by State, then Location, then Corporate Name of Bank, then Charter Number then Remarks, which give information regarding the date a bank was chartered or liquidated or that a receiver was appointed, or that it merged or converted etc</p> <p>Final Disposition Permanent</p> <p>Item Status Active</p> <p>Is this item media neutral? No</p> <p>Explanation of limitation 11x14 paper folders</p> <p>Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing? No</p> <p>Disposition Instruction</p> <p>Transfer to the National Archives for Accessioning Transfer to the National Archives immediately after approval of records schedule</p> <p>Additional Information</p> <p>What will be the date span of the initial transfer of records to the National Archives? From 1863 To 1980</p> <p>How frequently will your agency transfer these records to the National Archives? Unknown one time transfer</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 50%;"></th> <th style="width: 25%;">Estimated Current Volume</th> <th style="width: 25%;">Annual Accumulation</th> </tr> </thead> <tbody> <tr> <td>Electronic/Digital</td> <td></td> <td></td> </tr> <tr> <td>Paper</td> <td>1 Cubic feet</td> <td></td> </tr> </tbody> </table>			Estimated Current Volume	Annual Accumulation	Electronic/Digital			Paper	1 Cubic feet	
	Estimated Current Volume	Annual Accumulation									
Electronic/Digital											
Paper	1 Cubic feet										

Microform		
Hardcopy or Analog Special Media		

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
11/27/2019	Certify	Heather Westing	Records Management Specialist	Office of Management - Financial Management
12/02/2019	Return for Revision	Andreea Vlaicu	Archives Specialist	National Archives and Records Administration - Records Management Operations Appraisal Team 1
12/03/2019	Submit For Certification	Heather Westing	Records Management Specialist	Office of Management - Financial Management
01/06/2020	Certify	Heather Westing	Records Management Specialist	Office of Management - Financial Management
01/08/2020	Return for Revision	Andreea Vlaicu	Archives Specialist	National Archives and Records Administration - Records Management Operations Appraisal Team 1
01/14/2020	Submit For Certification	Heather Westing	Records Management Specialist	Office of Management - Financial Management
01/14/2020	Certify	Heather Westing	Records Management Specialist	Office of Management - Financial Management
02/04/2020	Submit for Concurrence	Andreea Vlaicu	Archives Specialist	National Archives and Records Administration - Records Management Operations Appraisal Team 1
02/12/2020	Concur	Margaret Hawkins	Director of Records Management Services	National Records Management Program - ACNR Records Management Services
02/13/2020	Concur	Laurence Brewer	Chief Records Officer	National Records and Archives Administration - National Records and Archives Administration

02/19/2020	Approve	David Ferriero	Archivist of the United States	Office of the Archivist - Office of the Archivist
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