

**REQUEST FOR AUTHORITY
TO DISPOSE OF RECORDS**

(See Instructions on Reverse)

TO: **GENERAL SERVICES ADMINISTRATION
NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408**

1. FROM (AGENCY OR ESTABLISHMENT)

Federal Home Loan Bank Board (FHLBB)

2. MAJOR SUBDIVISION

Office of the Secretary

3. MINOR SUBDIVISION

4. NAME OF PERSON WITH WHOM TO CONFER

Alyce U. Harding

5. TEL. EXT.

376-3002

6. CERTIFICATE OF AGENCY REPRESENTATIVE:

LEAVE BLANK	
DATE RECEIVED JUL 14 1976	JOB NO. NC 1-195-76-6
NOTIFICATION TO AGENCY	
In accordance with the provisions of 44 U.S.C. 3303a the disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "with-drawn" in column 10.	
<u>7-28-76</u> (Date)	<u>James E. O'Neil</u> Archivist of the United States

I hereby certify that I am authorized to act for this agency in matters pertaining to the disposal of the agency's records; that the records proposed for disposal in this Request of 2 page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified.

6/29/76
Date

Alyce U. Harding
(Signature of Agency Representative)

Agency Records Officer
(Title)

7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
1.	<p align="center"><u>Records of the Office of the Secretary</u></p> <p align="center">(Secretary's record copy)*</p> <p><u>Agenda Files</u>/- Sheets recording vote on each item before the Board together with copies of all staff memos, reports of Bd Agents, Legal Opinions, and any other exhibits pertaining to a particular matter.</p> <p>Retention - Permanent. Retain in office 24 months from date of meeting then transfer to FRC. Offer to National Archives/^{when} 50 years old.</p>		
2.	<p><u>Minutes of the FHLBB</u> - bound volumes containing a record of the attendance at Board meetings and actions taken by the Board.</p> <p>Retention - Permanent - Retain in office. Offer to National Archives when 50 years old.</p>		
3.	<p align="center"><u>Files and Docket Section</u></p> <p align="center">Savings and Loan Association</p> <p><u>Record Folder</u> - Consists of: Board Actions, Legal Papers, Charter, ByLaws and Security Forms, Pledge and Escrow Agreement, Lending Area, Applications.</p>		

* clarification of wording for Item 1 inserted with concurrence of Ralph Meyer of FHLBB, July 22/76. *RW*

WITHDRAWN