

**REQUEST FOR RECORDS DISPOSITION AUTHORITY**  
(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

2. MAJOR SUBDIVISION  
Office of Federal Home Loan Banks

3. MINOR SUBDIVISION

4. NAME OF PERSON WITH WHOM TO CONFER  
James R. Silkensen

5. TEL. EXT.  
376-3010

LEAVE BLANK	
JOB NO.  <b>NC 1 -195-77-26</b>	
DATE RECEIVED <b>04 JAN 1977</b>	
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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10.	
<u>3-15-77</u> Date	<u>James B. Hood</u> Archivist of the United States

6. CERTIFICATE OF AGENCY REPRESENTATIVE:

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.

**A** Request for immediate disposal.

**B** Request for disposal after a specified period of time or request for permanent retention.

C. DATE <u>12/30/76</u>	D. SIGNATURE OF AGENCY REPRESENTATIVE <u>Alfred L. Hardin</u>	E. TITLE <u>Agency Records Officer</u>
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7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
1	Records of the Office of the Federal Home Loan Banks <u>FHLBB Policy and History Files</u>  Consists of selected documentation of OFHLB actions in developing and implementing Bank Board policy in at least the following subject areas: Accounting - Policy; Advances - Policies; Bank System - Functions; Budget - Policy; Collateral-Policy; Credit Policies; Directors - Policies; Disaster Declaration Policy; Emergency Line of Credit - Federal Reserved; Office-Organization and Functions; Investment Policies; Organization or Establishment of FHLBanks; Personnel-Bank System - Policies; Records - Protection, Destruction and/or Board; Records - Relocations for FHLBanks; Reports and Statements - Policies; Research Studies of FHLBanks; Retirement - Policies. The OFHLB Records officer will create these files by screening already existing subject files in these areas and placing <sup>policy</sup> and history material in separate folders.	NC-195-75-4 Item 1a	

*Changes in working authorized by Ralph Meyer, FHLBB, Feb. 24/77.*

*Data, any arrangement + restrictions in NCD memo of Mar. 3/77. 5 items sent to archivists. NNF NCH - 3/17/77 JD*

## Request for Records Disposition Authority - Continuation

JOB NO.

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7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
1	Disposition: Permanent. Cut off at end of calendar year. Transfer to FRC 10 years after cut off. Offer to National Archives 20 years after cut off.  Annual Growth Rate - 12 inch/year Present Accumulation - 20 cubic feet.		
2	Consolidated Quarterly <del>and Monthly</del> Reports of the FHL Banks. Includes statement of condition, income statement, and various other reports.  Disposition: Permanent. Cut off at end of calendar year. Offer to National Archives 50 years after cut off. Annual Growth Rate - 1 inch/year Present accumulation 8 cubic feet.	NC-195-75-4 Item-3	
3	FHLBanks Imprest Fund Files  Consists of records relating to authorizations of expenditures for the administration of the FHLBanks system. Funds are raised through assessments on FHLBanks and spent for such purposes as communications equipment and bank presidents' conferences.  Disposition: Cut off at end of each calendar year. Transfer to FRC 1 year after cut off. Destroy 6 years after cut off.	NC-195-75-4 Item 11	
4	<u>Stockholding Listing</u>  Lists of required stockholdings submitted by each of the FHLBanks.  Disposition: Cut-off at end of calendar year. Destroy 2 years after cut off.		
5	<u><del>Unsuccessful</del> Candidates for appointed Directorships</u>  Resumes, referral letters, and internal Agency memoranda for each candidate <sup>considered but not</sup> <del>for an appointed</del> directorship of the FHLBanks.  Disposition: Cut off when appointment is made. Destroy 3 years after cut off.  Note: Delete Item 14 on SF-115 (NC-195-75-4) Record series no longer exists.		