

REQUEST FOR RECORDS DISPOSITION AUTHORITY		JOB NUMBER N1-483-06- 3	
To: NATIONAL ARCHIVES & RECORDS ADMINISTRATION 8601 ADELPHI ROAD COLLEGE PARK, MD 20740-6001		Date received 8-24-2006	
1 FROM (Agency or establishment) Office of Thrift Supervision		NOTIFICATION TO AGENCY	
2 MAJOR SUBDIVISION		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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10	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			
4 NAME OF PERSON WITH WHOM TO CONFER Kathy Collins	5 TELEPHONE NUMBER (202) 906-7514	DATE 12/6/06 8/24/2006	ARCHIVIST OF THE UNITED STATES <i>[Signature]</i>
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 <u>1</u> page(s) are not needed now for the business for 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 8/24/2006	SIGNATURE OF AGENCY REPRESENTATIVE <i>Kathy Collins</i>		TITLE <i>Manager, Records Management, Helpdesk & web services</i>
7 ITEM NO	8 DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARA USE ONLY)
	This schedule applies to all formats and media in which records are created and maintained at the Office of Thrift Supervision (OTS), including paper, microfilm, and electronic records.		
1	Consumer Complaints	N1-483-91-2/6 and	N1-483-92-8/2
2	Certificates of OTS Charter (see attached)	N1-483-93-1/11b	
Note: Authorization to destroy temporary records is subject to prior approval of OTS Counsel.			
<i>cc Agency, NR, NWMD, NWMD</i>			

Addition made w/ agency concurrence 10/2/06 TT

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1. CONSUMER COMPLAINTS

MAJOR SUBDIVISION: ~~Deputy Director for Regional Operations~~ *Agency - wide*

DESCRIPTION: Documentation of the complaints filed by consumers relating to a thrift and the resolution of the complaints.

DISPOSITION: Temporary. Cut off at the end of the calendar year in which the complaint is resolved. Destroy 6 years after cutoff. (Supersedes Job No. N1-483-91-2/6) *and N1-483-92-8/2*

Changes made w/ concurrence of agency RD. 10/2/06

TT

2. CERTIFICATES OF OTS CHARTER

MAJOR SUBDIVISION: Examinations and Supervision Operations

DESCRIPTION: These files consist of certificates of charter issued by the OTS. They are issued only upon request of the thrift.

DISPOSITION: Temporary. Retain in office for life of function then destroy. (Supersedes Job No. N1-483-93-1/11b)