

<b>REQUEST FOR RECORDS DISPOSITION AUTHORITY</b> <i>(See Instructions on reverse)</i>		LEAVE BLANK (NARA use only)	
10 NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) WASHINGTON, DC 20408		JOB NUMBER <i>NI-783-93-12</i>	DATE RECEIVED <i>3-29-93</i>
1 FROM (Agency or establishment) Office of Thrift Supervision/Department of Treasury		NOTIFICATION TO AGENCY	
2 MAJOR SUBDIVISION Policy		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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10	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 Joseph Casey	5. TELEPHONE (202) 906-5741	DATE <i>3-14-96</i>	ARCHIVIST OF THE UNITED STATES <i>John W. Carl</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 2 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,

is not required;  is attached; or  has been requested.

DATE <i>3/23/93</i>	SIGNATURE OF AGENCY REPRESENTATIVE <i>Colleen Devrne</i>	TITLE Director Directives Management Division
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7. ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
	<p>Holding Company Universe</p> <p>See Attached</p>		

OFFICE OF THRIFT SUPERVISION (OTS)  
HOLDING COMPANY UNIVERSE SYSTEM

ITEM                    DESCRIPTION OF ITEM

The Holding Company Universe System maintains the most current information about holding companies and their subsidiary holding companies, thrifts and their top tier of ownership, as well as descriptive data. When a holding company becomes inactive, it is coded as "deregistered" and remains on the system indefinitely. If a proposed holding company never becomes active, it is coded as "deleted" and remains on the system indefinitely.

Some of the records were created by the Federal Home Loan Bank Board (FHLBB), the Office of Regulatory Activities (ORA), and the supervisory offices of the Federal Home Loan Banks (FHLBs) (formerly private organizations which became part of the OTS under the Financial Institutions Reform, Recovery, and Enforcement Act of 1989). The OTS is the successor agency to these organizations.

1.    **HOLDING COMPANY UNIVERSE DATABASE**

**DISPOSITION:** Permanent. At the end of each calendar year, transfer a "snapshot" of the database, ownership of the data and a copy of the system documentation to the National Archives. (First transfer to occur in 1996.) Retain a copy of the database in the office for the life of the function, then destroy.

Inclusive dates: 1980<sup>63</sup> to present  
Privacy Act Considerations: No  
Sensitive Information: NO  
Media: Magnetic tape or electronic disk  
Volume: One magnetic tape  
Annual Growth: One magnetic tape

2. HOLDING COMPANY REPORTS

a. Master Reports

The database information as shown in periodic published reports (currently published showing data as of March, June, September, and December). Although these documents are produced in paper at the time of submission, it is possible that OTS will begin to produce these reports in microfiche. This microfiche will be produced and certified in accordance with 36 CFR Part 1230.

DISPOSITION: Permanent. At the end of each calendar year, transfer to NARA with the database "snapshot." First transfer to occur in 1996.

Privacy Act Considerations: No  
Sensitive Information: No  
Volume: Approximately one cubic foot.  
Annual Growth: Approximately one cubic foot.  
Media: Paper or microfiche

b. System Activity/Ad Hoc Reports

These are ad hoc reports requested by the user.

DISPOSITION: Temporary. Destroy when no longer needed.  
Privacy Act Considerations: No  
Sensitive Information: No  
Volume: Less than one cubic foot.  
Annual Growth: Negligible