

REQUEST FOR RECORDS DISPOSITION AUTHORITY <i>(See Instructions on reverse)</i>		LEAVE BLANK (NARA use only)	
10 NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) WASHINGTON, DC 20408		JOB NUMBER <i>NP 483-93-18</i>	
1 FROM (Agency or establishment) Office of Thrift Supervision/Department of Treasury		DATE RECEIVED <i>5-29-93</i>	
2 MAJOR SUBDIVISION Supervisory Operations		NOTIFICATION TO AGENCY 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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.	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 Willard	5. TELEPHONE (202) 906-6789	DATE <i>5-5-94</i>	ARCHIVIST OF THE UNITED STATES <i>acting</i> <i>Cecily Hankamp Peterson</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 3 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>3/19/93</i>	SIGNATURE OF AGENCY REPRESENTATIVE <i>Colleen Devone</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 GRS OR SUPERSEDED JOB CITATION	10.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)
	Branch Office Survey System See Attached		

Copies sent to NIA, NCF, NNW, NNT, NSX. (u) 5/17/94

Office of Thrift Supervision
Branch Office Survey System

ITEM DESCRIPTION

Under the authority 12 C.F.R. 563.180 as amended by FIRREA legislation of 1989, the Office of Thrift Supervision (OTS) Branch Office Survey System (BOSS) database is used to collect the annual deposit information for Savings Association Insurance Fund (SAIF) SAIF-insured OTS-regulated institutions as of June 30th of each year. The BOSS receives data electronically through the Generic Electronic Transfer System (GETS) or information is entered manually from OTS Form 248 (Section L Deposits and Savings Accounts By Office). The BOSS accesses the OTS Universe system to create a skeleton file for the submission of the data from institutions and the OTS Thrift Financial Reporting system. OTS provides data tapes of information retrieved from the BOSS system to the following agencies: Federal Reserve Board (FRB), Federal Deposit Insurance Corporation (FDIC), National Technical Information Services (NTIS) and the Federal Home Loan Bank of Atlanta. Rate of annual growth for paper media is one cubic foot per year and one magnetic computer tape for electronic media. [Note: The Federal Home Loan Bank Board (FHLBB) is the predecessor agency to the Office of Thrift Supervision.]

1. ~~OTS Form 248~~

~~This form is an OTS computer-generated form that is completed and filed annually with OTS in August by institutions for collection and deposit information as of June 30th of each year.~~

*electronically
and/or submitted*

GRS20/2

~~DISPOSITION:~~

~~Temporary. Cut off at the end of the annual processing cycle and transfer to the Federal Records Center. for 3 years then destroy. Destroy w/ 3 years after cutoff.~~

~~Inclusive Dates: 1992 to Present~~

~~Sensitive Information: No~~

~~Privacy: No~~

~~Media: Paper~~

~~Volume: 1 cubic foot~~

2. GETS BOSS Data Files

This data file contains the BOSS data submitted electronically to OTS by the thrift institutions. This file contains the locations and deposits information.

DISPOSITION:

Temporary. Archive to tape at the end of the annual processing cycle. Destroy 3 years after cut-off.

Inclusive Dates: 1992 - Present

Sensitive Information: No

Privacy: No

Media: Disk File and Magnetic Tape

Volume: 1 magnetic tape

3. Branch Office Survey System Master File

Information is submitted by SAIF-insured, OTS-regulated institutions in August. Information from other OTS database systems is also retrieved and stored in the master file. The data is as of June 30th of the current year.

DISPOSITION:

Permanent: Cut off at the end of the annual processing cycle. Immediately transfer ownership and magnetic tape of current cycle to the National Archives with a copy of system documentation. Delete data from database 3 years after cut off.

First transfer to occur in 1994.

Inclusive Dates: 1992 to Present

Sensitive Information: No

Privacy: No

Media: Disk File and Magnetic Tape

Volume: 1 magnetic tape

4. BOSS Summary Reports

Six summary tables and six detailed reports are created.

DISPOSITION:

Temporary: Cut off at the end of the annual processing cycle. Destroy reports when 3 months ~~old~~ after cutoff.

Inclusive Dates: 1990 to Present

Sensitive Information: No

Privacy Information: No

Media: Paper