

REQUEST FOR RECORDS DISPOSITION AUTHORITY

(See Instructions on reverse)

LEAVE BLANK

JOB NO.

NI- 103-87-5

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

DATE RECEIVED

8-27-87

1. FROM (Agency or establishment)
~~NATIONAL ARCHIVES AND RECORDS SERVICE ADMINISTRATION~~

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disposal request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10. If no records are proposed for disposal, the signature of the Archivist is not required.

2. MAJOR SUBDIVISION
Records & Projects Division

3. MINOR SUBDIVISION

4. NAME OF PERSON WITH WHOM TO CONFER
Cheryl Thomas

5. TELEPHONE EXT.
883-4119

DATE
2/12/88

ARCHIVIST OF THE UNITED STATES
[Signature]

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; and that written concurrence from the General Accounting Office, if required under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies, is attached.

A. GAO concurrence: is attached; or is unnecessary.

B. DATE 8/25/87	C. SIGNATURE OF AGENCY REPRESENTATIVE <i>Cheryl Thomas</i>	D. TITLE Information Resources Management Specialist
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7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARS USE ONLY)
	Loan Case Files. See attached sheet.		<i>1 item</i>

*Copies sent to Agency
NCF
NRF*

2-23-88

Loan Case Files.

- a. Loans FCA has to approve or postreview (review after the loan is made) -- For example, loans to district board members.

Destroy when 10 years old.

- b. Loans involving congressional inquiries or borrower complaints.

Destroy 3 years after inquiry or complaint.

- c. Loans involving possible criminal investigations.

(NOTE: For litigation cases against borrowers who default in repayment, see item 52 of NC1-103-77-1.)

Destroy when file has been inactive for 3 years.