

**REQUEST FOR RECORDS DISPOSITION AUTHORITY**  
(See Instructions on reverse)

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

JOB NO. **N1-103-91-1**

DATE RECEIVED **10-8-90**

1. FROM (Agency or establishment)  
**Farm Credit Administration**

NOTIFICATION TO AGENCY

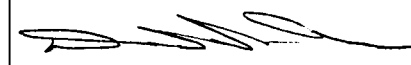
In accordance with the provisions of 44 U.S.C. 3303a the disposal request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10. If no records are proposed for disposal, the signature of the Archivist is not required.

2. MAJOR SUBDIVISION  
**Data Administration & Records Management Branch**

3. MINOR SUBDIVISION

4. NAME OF PERSON WITH WHOM TO CONFER  
**Cheryl Thomas**

5. TELEPHONE EXT.  
**883-4119**

DATE **2/13/91** 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 1 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 <b>9/27/90</b>	C. SIGNATURE OF AGENCY REPRESENTATIVE 	D. TITLE <b>Chief, Data Admin. &amp; Records Mngmt Br.</b>
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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 GRS OR SUPERSEDED JOB CITATION	10.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)
1.	<p align="center"><u>INTERNAL CONTROL FILES AND WORKPAPERS</u></p> <p>OMB Circular A-123, issued in October 1981, promulgated standards for establishing and maintaining systems of internal controls to address fraud, waste, and abuse of government resources. Each agency is required to conduct an annual evaluation of its system of internal accounting and administrative control. The policies and procedures used by FCA managers in evaluating their programs and administrative functions are documented in PPM 102.</p> <p>This series includes the case files created as part of the annual evaluations. The case files include the workpapers created during the evaluations and the feeder reports created by lower tier organizations. The final reports of the agency are included in the general agency files (scheduled under NARA authorization N1-103-89-4, item 1).</p> <p>Destroy when 3 years old.</p> <p align="right"><i>Copies sent to agency 2/15/91</i></p>		