

# REQUEST FOR RECORDS DISPOSITION AUTHORITY

(See Instructions on reverse)

TO: NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR)  
WASHINGTON, DC 20408

1. FROM (Agency or establishment)  
Farm Credit Administration

2. MAJOR SUBDIVISION

3. MINOR SUBDIVISION

4. NAME OF PERSON WITH WHOM TO CONFER  
John von Reyn

5. TELEPHONE  
(703)883-4120

LEAVE BLANK (NARA use only)

JOB NUMBER  
N1-103 96-1

DATE RECEIVED  
12-15-96

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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.

DATE  
6-14-96

ARCHIVIST OF THE UNITED STATES  
*John W. Carlin*

## 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 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, 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	SIGNATURE OF AGENCY REPRESENTATIVE	TITLE
12/11/95	<i>John von Reyn for</i> Cheryl Thomas	Records Officer

7. ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
1.	Appointee Clearance and Vetting Files. (See attached)  (This job submitted in response to NARA Bulletin 95-6.)		

JUN 21 1996 *MAW* Copy to: Agency

1. Appointee Clearance and Vetting Files.

Files consist of records resulting from liaison with the White House to evaluate the suitability of individuals for non-career position. The files include correspondence, applications for employment, resumes, background information about individuals, financial disclosure forms, security clearances, notification of personnel action, White House clearance checklists, and other documentation relating to the selection, clearance, and appointment of political appointees.

- a. Appointees. Destroy at the end of the appointee's term, except for any original materials appropriate for filing in OPFs, which should be placed in those files.
- b. Non-appointees. Close files on termination of consideration. Destroy 1 year after file is closed but not later than the end of the Presidential administration during which the individual is considered.