

Request for Records Disposition Authority

Records Schedule Number DAA-0275-2013-0002
Schedule Status Returned Without Action

Agency or Establishment Export-Import Bank of the United States
Record Group / Scheduling Group Records of the Export-Import Bank of the United States
Records Schedule applies to Department-wide
Schedule Subject Export-Import Bank of the United States (Ex-Im Bank) is an independent agency of the United States incorporated by Congress under the Export Import Bank Act of 1945 as amended (12 USC 635, et seq)

Internal agency concurrences will be provided No

Background Information

Item Count

Number of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items
0	0	0	1

GAO Approval

WITHDRAWN

Outline of Records Schedule Items for DAA-0275-2013-0002

Sequence Number

1

Board of Directors Files

Disposition Authority Number: DAA-0275-2013-0002-0001

WITHDRAWN

Records Schedule Items

Sequence Number	
1	<p>Board of Directors Files</p> <p>Disposition Authority Number DAA-0275-2013-0002-0001</p> <p>a. Records of the Full Board. Board documents include Minutes of Board meetings, meeting agendas, transaction memoranda for Board approval, trip reports, Board schedules, correspondence, speeches by Board members, briefing books, organization charts, reorganization studies, delegations of authority, and agency histories.</p> <p>Final Disposition Permanent</p> <p>Item Status Withdrawn</p> <p>Is this item media neutral? Yes</p> <p>Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing? Yes</p> <p>Do any of the records covered by this item exist as structured electronic data? Yes</p> <p>Withdrawn Status Explanation Items covered by newly submitted schedule DAA-0275-2013-0004</p> <p>Disposition Instruction</p> <p>Cutoff Instruction Retain until the Board member leaves the agency, then transfer to Central Files. Transfer to NARA when 10 years old.</p> <p>Transfer to the National Archives for Accessioning Transfer to the National Archives immediately after Retain until the Board member leaves the agency, then transfer to Central Files. Transfer to NARA when 10 years old.</p> <p>Additional Information</p> <p>What will be the date span of the initial transfer of records to the National Archives? Unknown 12 years for NARA Custody.</p> <p>How frequently will your agency transfer these records to the National Archives? Unknown 4 or 8 years depends on the Presidential Administration</p>

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WITHDRAWN

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 in this schedule are not now needed for the business of the agency or will not be needed after the retention periods specified

Signatory Information

Date	Action	By	Title	Organization
05/20/2013	Certify	Fernanda Young	Chief Information Officer	Records Management Office of the CIO - na
05/30/2013	Return Without Action	Darryl Byrd	Appraisal Archivist	National Archives and Records Administration - Records Management Services

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