

Request for Records Disposition Authority

Records Schedule Number DAA-0275-2015-0001
 Schedule Status Approved

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 Agency-wide
 Schedule Subject Transaction Records of the Export-Import Bank of the U.S.
 Internal agency concurrences will be provided No

Background Information 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.)
 The Bank is the official export credit agency of the United States. Ex-Im Bank's mission is to assist in financing the export of U.S. goods and services to international markets. The Bank provides insurance, loans, and loan guarantees to U.S. exporters, buyers of U.S. exports, and lenders financing U.S. exports.
 This records schedule covers the records of the agency other than those covered by the General Records Schedules. This schedule covers the records regardless of media - electronic and paper.

Item Count

Number of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items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

GAO Approval

Outline of Records Schedule Items for DAA-0275-2015-0001

Sequence Number	
1	Transactions Disposition Authority Number: DAA-0275-2015-0001-0001

Records Schedule Items

Sequence Number	
1	<p>Transactions</p> <p>Disposition Authority Number DAA-0275-2015-0001-0001</p> <p>Documents: including but not limited to (a) pre-closing documents, such as, application, supporting documentation, due diligence reports, financial statements, analysis of financial risks, environmental issues, engineering documents, correspondence files, credit reviews, compliance documents, federal register notices and comments received, economic risk analysis, internal analysis, internal memorandum, (b) all final closing documents, to include all signed agreements and certificates listed in closing memorandum, invoices, payment records, and documents to support the transaction post-closing, and other documents required to support the financing and (c) drafts of the foregoing to the extent they contain unique information, such as substantive annotations or comments that add to a proper understanding of the agency's formulation and execution of basic policies, decisions, actions, or responsibilities.</p> <p>Final Disposition Temporary</p> <p>Item Status Active</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>GRS or Superseded Authority Citation N1-275-02-001, A.1.(a,b,c); A.8.b</p> <p>Disposition Instruction</p> <p>Cutoff Instruction Cutoff at date of final repayment under transaction</p> <p>Retention Period Destroy 7 year(s) after cutoff</p> <p>Additional Information</p> <p>GAO Approval Not Required</p>

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
12/01/2014	Certify	Andy Chang	Records Manager	OCIO - Information and Records Management
05/14/2015	Submit for Concurrency	Lisa Clavelli	Supervisor, ACNR Appraisal Team 2	National Archives and Records Administration - Records Management Services
05/14/2015	Concur	Margaret Hawkins	Director of Records Management Services	National Records Management Program - ACNR Records Management Services
05/14/2015	Concur	Margaret Hawkins	Director of Records Management Services	National Records Management Program - ACNR Records Management Services
05/18/2015	Approve	David Ferriero	Archivist of the United States	Office of the Archivist - Office of the Archivist