

REQUEST FOR RECORDS DISPOSITION AUTHORITY		LEAVE BLANK (NARA use only)	
To NATIONAL ARCHIVES & RECORDS ADMINISTRATION 8601 ADELPHI ROAD, COLLEGE PARK, MD 20740-6001		JOB NUMBER <i>NI-275-09-2</i>	
1 FROM (Agency or establishment) <i>EXPORT IMPORT BANK OF THE UNITED STATES</i>		Date Received <i>6/29/09</i>	
2 MAJOR SUB DIVISION <i>Chief Information Office</i>		NOTIFICATION TO AGENCY	
3 MINOR SUBDIVISION <i>INFORMATION QUALITY + Records Management</i>		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request, including amendments is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10	
4 NAME OF PERSON WITH WHOM TO CONFER <i>Sharon A. White</i>	5 TELEPHONE <i>202-565-3325</i>	DATE <i>11-2-09</i>	ARCHIVIST OF THE UNITED STATES <i>Adrienne Thomas</i>
<p>6 AGENCY CERTIFICATION</p> <p>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 _____ page(s) are not needed now 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,</p> <p><input checked="" type="checkbox"/> is not required <input type="checkbox"/> is attached, or <input type="checkbox"/> has been requested.</p>			
DATE <i>1-24-09</i>	SIGNATURE OF AGENCY REPRESENTATIVE <i>Sharon A. White</i>		TITLE <i>Director</i>
7 ITEM NO	8 DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARA USE ONLY)
	<p>See attached sheets for Loan + Guaranteed Accounting System + Standard General Ledger (LG/A)</p>		

Financial & Administrative System

Loan & Guarantee Accounting System and Standard General Ledger (LG/A)

Description:

The Export Import Bank of the United States (Ex-Im) is an independent Federal Government Agency that helps finance the overseas sales of United States goods and services. To accomplish its mission of creating and sustaining jobs through exports, Ex-Im offers four (4) financial products: direct loans, guarantees, working capital guarantees, and export credit insurance.

The Direct Loan Program is a foreign buyer credit program in which Ex-Im Bank makes a loan to a foreign buyer to purchase US exports. Ex-Im Bank's loan disbursements are made directly to the US exporter as the export products are shipped to a foreign buyer.

The Loan Guarantee Accounting System and Standard General Ledger (LG/A) supports the Direct Loan Program. LG/A is the automated support system for managing the life cycle of Ex-Im's Direct Loan Program. It tracks loans from authorization through final disbursement/payment, write-off, or claim/Rescheduled Debt Servicing System application creation.

1. The Master Files

The Master files consist of metadata related to the following functions: Case Maintenance, Claims and Recoveries, Periodic updates on Claims, Participant Information, Rescheduled Debt Servicing, Working Capital Maintenance, and Loan/Guarantee Servicing.

The major data fields in the LG/A system are: Participant Name, Type of transaction, Amount of transaction, Country Code, NAIC/SIC Codes Products Exported, Non-payment Claims information, and Debt Reschedule information.

Disposition

Temporary. Destroy 12 years after transaction has been closed terminated (finalized or cancelled).

2. Output

Users have specific searching capability based upon the life cycle of the Direct Loan Program. Each section of the life cycle has specific search criteria such as: Case Maintenance provides the ability to search by status codes; the Claims & Recoveries function provides the ability to search by claim number; and the Participant information provided the ability to search by Participant ID, County Code, or Name. This limited

search and reporting capability is accomplished using program SQL scripts. (GRS 20,
item 16).