

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-275-09-8</i>	
1. FROM (Agency or establishment) <i>EXPORT IMPORT BANK OF US</i>		Date Received <i>9/10/09</i>	
2. MAJOR SUB DIVISION <i>Chief Information Office</i>		NOTIFICATION TO AGENCY	
3. MINOR SUBDIVISION <i>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request, including amendments is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.	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 Whitt</i>	5. TELEPHONE <i>202 565-3325</i>	DATE <i>9/10/09</i>	ARCHIVIST OF THE UNITED STATES <i>[Signature]</i>
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 _____ 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, <input checked="" type="checkbox"/> is not required <input type="checkbox"/> is attached; or <input type="checkbox"/> has been requested.			
DATE <i>9/3/09</i>	SIGNATURE OF AGENCY REPRESENTATIVE <i>Sharon A Whitt</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 GRS OR SUPERSEDED JOB CITATION	10.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)
	See attached sheets <i>Application Processing System (APS)</i>		

System Title:

Application Processing System (APS)

System Description:

The Application Processing System (APS) enables Export Import Bank to process case-related information from initial customer contact through application receipt, case evaluation, credit analysis, and authorization. The APS application combines application processing workflow procedures and a set of online screens and reports to facilitate the execution of these procedures.

The APS application contains two sub-systems: Case Maintenance and Participant Information.

Case Maintenance captures application information and integrates this data with case assignment and evaluation information entered throughout the case life cycle. This area provides the ability to identify transaction type, program type, evaluation criteria, financing amounts and structure, risk factors, and financial performance for specific case files.

Participant Information identified all parties related to a specific case. The participant in one case could be identified as a borrower but in another case that participant could be the exporter. This area provided consistency in naming conventions.

1. Master Files:

System contains case evaluations, credit analysis and authorizations for transportation, structured finance, credit guarantee facilities and working capitals. The participant information contains company name, address, principal parties, and information on their goods and/or services.

Disposition: Temporary – delete 12 years after case has been closed or terminated (finalized or cancelled).

2. Outputs:

The APS has reports that provide the user with summary information on the status of applications, financing amounts and structures, and performance of cases.

Disposition: Temporary – delete 12 years after case has been closed or terminated (finalized or cancelled).

GRS 20, item 12 a.