



**REQUEST FOR RECORDS DISPOSITION AUTHORITY**

*(See Instructions on reverse)*

LEAVE BLANK

JOB NO.

**N1-103-86-1**

DATE RECEIVED

**3-24-86**

**TO: GENERAL SERVICES ADMINISTRATION  
NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408**

1. FROM (Agency or establishment)

**Farm Credit Administration**

2. MAJOR SUBDIVISION

3. MINOR SUBDIVISION

NOTIFICATION TO AGENCY

In accordance with the provisions of 44 U.S.C. 3303a the disposal request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10. If no records are proposed for disposal, the signature of the Archivist is not required.

4. NAME OF PERSON WITH WHOM TO CONFER

**Cheryl Thomas**

5. TELEPHONE EXT.

**883-4119**

DATE

**8-7-86**

ARCHIVIST OF THE UNITED STATES

*Frank S. Burke*

6. CERTIFICATE OF AGENCY REPRESENTATIVE

I hereby certify that I am authorized to act for this agency in matters pertaining to the disposal of the agency's records; that the records proposed for disposal in this Request of \_\_\_\_\_ 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, if required under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies, is attached.

A. GAO concurrence:  is attached; or  is unnecessary.

B. DATE

**3-19-86**

C. SIGNATURE OF AGENCY REPRESENTATIVE

*Paul C. Redmer*

D. TITLE

**Paul C. Redmer, Director  
Records and Projects Division**

7. ITEM NO.

8. DESCRIPTION OF ITEM  
*(With Inclusive Dates or Retention Periods)*

9. GRS OR SUPERSEDED JOB CITATION

10. ACTION TAKEN  
*(NARS USE ONLY)*

**Individual Association Case Files.** Case files of production credit associations (092) and of Federal land bank associations, previously National Farm Loan Associations (093). Arranged first by type of association; then alphabetically by name of association. Each association file will contain the records described in items "a"-"d" below. Item "e" describes records that may not be relevant to every association.

a. Correspondence relating to the administration and operations of the association (XXX-1).

In addition to general correspondence, this file may contain correspondence relating to association mergers or consolidations or transfers of territory between associations. Such correspondence includes: letters from the Farm Credit System requesting approval of the merger, consolidation, or transfer; copies of FCA's preliminary and final approval letters; and copies of interim correspondence between FCA and the System.

The retention period requested for these files in NCI-103-77-1, item 30, was far too short. The nature of these records necessitates their indefinite retention for legal and administrative purposes.

Destroy 10 years after association liquidates, merges, or otherwise ceases conducting business, or when all administrative use ceases, whichever is longer.

TRANSFER TO FRC NOT AUTHORIZED

NC1-103-77-1, item 30; 347-S254; II-NNA-2864; NN-165-24; NC-174-199; II-NNA-1169; NN-165-24; NC 174-199

Request for Records Disposition Authority - Continuation		JOB NO.	PAGE OF
7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO	10. ACTION TAKEN
	<p>b. Examination reports (XXX-2).</p> <p>See item 31 of NC1-103-77-1</p> <p>c. Credit reviews (XXX-2).</p> <p>See item 30 of NC1-103-77-1</p> <p>d. Document file containing the charter, bylaws, organization papers, and similar records of long-term administrative value (XXX-3).</p> <p>The organization papers may include agreements on consolidation, merger or transfer of territory; resolutions of association and bank boards; new or amended charters or articles of incorporation (or articles of association); stockholder's resolutions; and executed agreements of consolidation, merger, or transfer of territory.</p> <p>The retention period requested for these files in NC1-103-77-1, item 30, was far too short. These records must be retained indefinitely for legal and administrative purposes.</p> <p>Destroy 10 years after association liquidates, merges, or otherwise ceases conducting business, or when all administrative use ceases, whichever is longer. <b>TRANSFER TO FRC NOT AUTHORIZED</b></p> <p>e. Stockholder disclosure information.</p> <p>According to 12 CFR 611.1120 - 611.1125, any associations requesting FCA preliminary and final approval of mergers or consolidations must follow certain requirements in disclosing information to stockholders before the stockholders vote on the merger proposal. The disclosure information must meet the regulatory requirements as determined by FCA before it can be mailed to stockholders.</p> <p>Destroy 5 years after the stockholders vote on the consolidation or merger. <b>TRANSFER TO FRC NOT AUTHORIZED</b></p>		