



# REQUEST FOR RECORDS DISPOSITION AUTHORITY

(See Instructions on reverse)

TO: NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR)  
WASHINGTON, DC 20408

1. FROM (Agency or establishment)  
Farm Credit Administration

2. MAJOR SUBDIVISION  
Data Administration and Records Management Branch

3. MINOR SUBDIVISION

4. NAME OF PERSON WITH WHOM TO CONFER  
John von Reyn

5. TELEPHONE  
(703) 883-4120

LEAVE BLANK (NARA use only)

JOB NUMBER  
N1-103-92-2

DATE RECEIVED  
1-8-92

### NOTIFICATION TO AGENCY

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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.

DATE FOR ARCHIVIST OF THE UNITED STATES

4/8/92

James Moore

### 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 1 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, under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies,

is not required;  is attached; or  has been requested.

DATE

1/3/92

SIGNATURE OF AGENCY REPRESENTATIVE

*Cheryl Thomas*  
Cheryl Thomas

TITLE

Chief, Data Administration and  
Records Management Branch

7. ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
1.	<u>Enforcement Case Files.</u> (See attached description.)	N1-103-88-1, items 1-4.	

Copies sent to agency, NCF 4/14/92

1. Enforcement Case Files

These files document enforcement actions taken against FCA institutions and the steps taken by these institutions to comply with FCA actions. They contain the documentation described below. Files are arranged by Farm Credit System district and then by institution.

A. General/Legal/Compliance Documentation. Includes correspondence, legal documents, board minutes and any other materials needed to document the action.

Cut off after termination of action. Retire to FRC. Destroy five years after cutoff.

B. Temporary Documentation. Includes business plans, examination reports, financial information and other temporary documentation. This documentation is normally purged from the case file annually.

*Remove*  
~~Cut off~~ annually. Retire to FRC. Destroy 5 years after cutoff.