

RmS-94-17

Rec'd 4-1-94
Re: Ltr. GAO 6/23/94

REQUEST FOR RECORDS DISPOSITION AUTHORITY

(See Instructions on reverse)

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

1. FROM (Agency or establishment)

U.S. Department of Housing & Urban Development

2. MAJOR SUBDIVISION

Deputy Assistant Secretary for Single Family

3. MINOR SUBDIVISION

Office of Insured Single Family Housing (HSIS)

4. NAME OF PERSON WITH WHOM TO CONFER 5. TELEPHONE

Alfred R. Hansell (HOAM)

(202) 708-1470

LEAVE BLANK (NARA use only)

JOB NUMBER

N1.207.94.5

DATE RECEIVED

7.22.94

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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.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

JUN 19 1995

ARCHIVIST OF THE UNITED STATES

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 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

03/23/94

SIGNATURE OF AGENCY REPRESENTATIVE

Johnny Hodge

TITLE

Departmental Records Officer

7.
ITEM
NO.

8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION

9. GRS OR
SUPERSEDED
JOB CITATION10. ACTION
TAKEN (NARA
USE ONLY)

1. RECORDS DISPOSITION SCHEDULE 7
RECORDS RELATING TO PROPERTY DISPOSITION

15c. Claims Without Conveyance of Title (CWCOT) Case Files. These files are records relating to property disposition. Field Office individual property files involving Single Family Properties sold to a third party under the Claims Without Conveyance of Title Program (24 CFR 203.368).

DISPOSITION. Transfer to Federal Records Center 1 year after termination of mortgage insurance. Destroy 6 years after sale of property, termination of mortgage insurance or upon conclusion of any and all disputes, whichever Volume on Hand: 80 cubic feet is later. Annual Accumulation: 20 cubic feet

Cleared with GAO 06/23/94 (see attached Ltr.)
U. S. General Accounting Office

Joseph B. Bates
Office of Housing
John J. Daly
Office of the General Counsel
Julia V. Clark
Office of the Inspector General

Copies sent to agency, NSR, NNT, NCF 6/27/95