

REQUEST FOR RECORDS DISPOSITION AUTHORITY (See Instructions on reverse)		LEAVE BLANK (NARA use only)	
TO NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) WASHINGTON, DC 20408		JOB NUMBER N1-56-94-1	
1. FROM (Agency or establishment) Department of the Treasury		DATE RECEIVED OCT 24 1995	
2. MAJOR SUBDIVISION Office of the Secretary		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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10	
3. MINOR SUBDIVISION Under Secretary (Domestic Finance)			
4. NAME OF PERSON WITH WHOM TO CONFER W. Joseph Culbertson	5. TELEPHONE (202) 622-2470	DATE 11-3-95	ARCHIVIST OF THE UNITED STATES <i>John W. Paul</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 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, <input checked="checked" type="checkbox"/> is not required; <input type="checkbox"/> is attached; or <input type="checkbox"/> has been requested.			
DATE 10/23/95	SIGNATURE OF AGENCY REPRESENTATIVE <i>Steve J. Milline</i>	TITLE Chief, Records Management & Resources Branch	

7. ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
1.	<p style="text-align: center;">Office of the Secretary Under Secretary DOMESTIC FINANCE OFFICE OF FEDERAL FINANCING BANK</p> <p>Federal Financing Bank is a Government Corporation under the general supervision of the Treasury Department and staffed by ex-officio officials. Federal Financing Bank purchases the obligations of government agencies or obligations where there is a full faith and credit government guarantee of repayment.</p> <p><u>Office Subject File</u></p> <p>a. Documentation on analyses of FFB portfolio, legislation affecting FFB or any issue raised by a borrower or potential borrower in regards to FFB lending policies and procedures. Also included are required reports and audits, and related correspondence.</p>		

*Copy to Agency
NNT NIA*

REQUEST FOR RECORDS DISPOSITION AUTHORITY – CONTINUATION

JOB NO.

PAGE

OF

7.
ITEM
NO

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

9. GRS OR
SUPERSEDED
JOB
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TAKEN
(NARS USE
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2.

DISPOSITION: PERMANENT. Break file annually.
Transfer to WNRC 16 years after file break. Transfer to the
National Archives 20 years after file break.

b. Records determined during archival processing to lack
sufficient value to warrant permanent retention.

DISPOSITION: TEMPORARY. Destroy immediately.

Office Chronological File

a. Copies of outgoing correspondence, original incoming
correspondence, and loan information.

DISPOSITION: PERMANENT. Break file annually.
Transfer to WNRC 16 years after file break. Transfer to the
National Archives 20 years after file break.

b. Records determined during archival processing to lack
sufficient value to warrant permanent retention.

DISPOSITION: TEMPORARY. Destroy immediately.

3.

FFB Note and Obligation Files, and Transaction Files

Documentation of FFB Notes and Obligations purchased, and
all transactions executed. Note files and documentation about
the establishment of lending programs are included.

DISPOSITION: TEMPORARY. Break file for each loan at
the conclusion of last transaction. Transfer to WNRC six years
after file break. Destroy 20 years after file break.

4.

FFB Budget, Procurement, and Personnel Files

Documentation of FFB Reimbursable Agreements.
Procurement, Consulting and Professional Service Contracts,
and FFB personnel.

DISPOSITION: TEMPORARY. Break files annually.
Transfer to WNRC 11 years after file break. Destroy 10 years
after file break.