

<b>REQUEST FOR RECORDS DISPOSITION AUTHORITY</b>		Leave Blank (NARA Use Only)	
To National Archives and Records Administration (NIR) Washington DC 20408		Job Number NI-543-01-02	
1 From <b>Office of Federal Housing Enterprise Oversight (OFHEO)</b> <b>Record Group 543</b>		Date Received  2-15-01	
2/3 Major Subdivision <b>Office of Examination and Oversight</b>		Notification to Agency	
4 Name of Person with Whom to Confer  <b>Alice Gannon, CRM</b>	5. Telephone  <b>202-414-3791</b>	In accordance with the provisions of 44 USC 33-3a the disposition request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10	
		Date	Archivist of the United States
		6601	<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 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="" type="checkbox"/> is not required, <input type="checkbox"/> is attached, or <input type="checkbox"/> has been requested			
Date 2/14/2001	Signature of Agency Representative <b>Alice Gannon, CRM</b> <i>[Signature]</i>	Title <b>Records Management Officer</b>	
7 Item No	8 Description of Item and proposed Disposition	9 GRS or Superseded Job Citation	10 Action Taken (NARA Use Only)
	<b>See attached.</b>		
115-109	NSN 7540-00-634-4064 Previous Edition Not Usable	Standard Form 115 (Rev 3-91) Prescribed by NARA 36 CFR 1228	

*Copy to: agency, NWMD+NWCT 6/8/01 clb*

OFHEO Records Management Program: Records Retention Schedule - Paper Records Series

Office of Record OEO - Office of Examination and Oversight

Record Series Name OFHEO Examination Handbook and Examination Guidance Documents

Medium - Group Paper

NARA Job#:

File Plan Category Name Examination Handbook

Use and Purpose The Examination Handbook and its associated Examination Guidance documents are used to guide the OFHEO examination staff in the performance of examination activities. The Manual describes the core principles that drive examination work, the elements of the examination program itself, and OFHEO's standards for communication and the sensitive and confidential nature of information obtained through the examination program. The Examination Guidance documents are issued as needed to provide examiners with guidance on selected topics and for supplements to the Handbook.

Filing Instructions File each revision chronologically by date

Volume 1 inch

Volume Growth NA

Total Retention: Years/Event NI-543-01-02~~1~~ Permanent Records File each revision. Transfer revisions to NARA in 5-year blocks. NI-543-01-02~~1~~ Temporary Records Follow OFHEO procedures for transferring an electronic copy to the OFHEO website. After paper record copy capture, delete all copies of electronic source records, except the one copy retained as a template for updating or revision.

when most recent record is 20 years old.

Disposition Authority SF115

If no Dispo Auth SF115