

REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

Rec-11/5/79

LEAVE BLANK

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

JOB NO
NCL-101-80-1

DATE RECEIVED
11-5-79

1 FROM (AGENCY OR ESTABLISHMENT)
Treasury Department

2 MAJOR SUBDIVISION
Office of the Comptroller of the Currency

3 MINOR SUBDIVISION
Management Services

4 NAME OF PERSON WITH WHOM TO CONFER
Charles M. Van Buren, III

5 TEL EXT
447-1723

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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10

12-3-79 *James E. O'Heild*
Date *acting* Archivist of the United States

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 2 page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified.

A Request for immediate disposal

B Request for disposal after a specified period of time or request for permanent retention

C DATE	D SIGNATURE OF AGENCY REPRESENTATIVE	E TITLE
11/1/79	<i>Charles M. Van Buren</i>	Records Officer

7 ITEM NO	8 DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9 SAMPLE OR JOB NO	10 ACTION TAKEN
	<p>This request covers supplements to Subschedule A and E (NN-169-64) created by the Office of the Comptroller of the Currency.</p> <p style="text-align: center;">Subschedule A Bank Operation Records</p> <p><u>Description of Records</u></p> <p>(1) Consumer Complaint Letters in reference to banking.</p> <p><u>Authorized Disposition</u> Dispose after 5 years old. <i>Destroy when</i></p> <p>(2) <u>Description of Records</u></p> <p>Applications for Municipal Securities Dealers (MSD-4) Personnel.</p> <p><u>Authorized Disposition</u> Maintain for 3 years after termination of personnel. <i>Destroy</i></p>		

4 items

Copy to NEW, NMF 12-5-79 JZ

REQUEST FOR AUTHORITY TO DISPOSE OF RECORDS—Continuation Sheet

7 ITEM NO	8 DESCRIPTION OF ITEM (WITH INCLUSIVE DATES OR RETENTION PERIODS)	9 SAMPLE OR JOB NO	10 ACTION TAKEN
(3)	<p><u>Description of Records</u></p> <p>Municipal Securities Dealers (MSD-5) Personnel Termination Notice.</p> <p><u>Authorized Disposition</u> Maintain for 3 years after termination of personnel. <i>Destroy</i></p> <p style="text-align: center;"><u>Subschedule E</u> Trust Department</p> <p><u>Description of Records</u></p>		
(4)	<p>Form 13F, Securities Bank's Investment Disclosures.</p> <p><u>Authorized Disposition</u> Transfer to Records Center when 1 year old; destroy <i>when</i> after 5 years old.</p>		