

**REQUEST FOR RECORDS DISPOSAL AUTHORITY**  
(See Instructions on reverse)

*Rec'd NCO 11 Jun 80*

LEAVE BLANK

JOB NO

**NCI-82-80-2**

DATE RECEIVED

**June 12, 1980**

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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10

*9-12-80 Joseph L. Anderson*  
Date acting Archivist of the United States

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

1 FROM (AGENCY OR ESTABLISHMENT)  
**Board of Governors of the Federal Reserve System**

2 MAJOR SUBDIVISION  
**Office of the Secretary**

3 MINOR SUBDIVISION  
**Records Section**

4 NAME OF PERSON WITH WHOM TO CONFER  
**Frances R. Williams**

5 TEL EXT  
**452-3280**

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 1 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 <b>6/6/80</b>	D SIGNATURE OF AGENCY REPRESENTATIVE <i>Thodore E. Hein</i>	E TITLE <b>Secretary of the Board</b>
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7 ITEM NO	8 DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9 SAMPLE OR JOB NO	10 ACTION TAKEN
	<p>The Board of Governors of the Federal Reserve System is responsible for the regulation and supervision of foreign banking corporations under the authority of Sections 25 and 25(a) of the Federal Reserve Act.</p> <p>Applications and reports included on the attached records control schedule are required under the Board's Regulation K. (Copy of Regulation attached) None of the items listed have been previously scheduled.</p> <p>All items are filed by district and then alphabetically by state, city and name of the company and thereunder chronologically.</p> <p>This certifies that the records described in items 2a(1) and 4a will be microfilmed in accordance with the standards set forth in 41 CFR 101-11.506.</p>		

115-107 *Copies to NWF + Agency  
Closed 9-22-80*

*8 Items*

Request for Records Disposition Authority - Continuation		JOB NO	PAGE OF
7 ITEM NO	8 DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9 SAMPLE OR JOB NO	10 ACTION TAKEN
1.	<p><u>Organization File</u> Application and all documents leading up to and including the final permit to commence business; Articles of Association and Bylaws with amendments.</p> <p style="text-align: center;">Destroy 3 years after dissolution</p>		
2.	<p><u>Correspondence File</u> Applications and notifications for branches and investments with memoranda and approval letters; all other incoming and outgoing correspondence pertaining to the corporation.</p> <p>a. Memoranda and approval letters</p> <p style="padding-left: 40px;">(1) Record Copy Microfilm and destroy when 25 years old</p> <p style="padding-left: 40px;">(2) Microfilm Copy Destroy when administrative use ceases</p> <p>b. Applications, notifications and all other incoming and outgoing correspondence</p> <p style="text-align: center;">Destroy when 25 years old</p>		
3.	<p><u>Reports of Examination</u></p> <p style="text-align: center;">Destroy when 5 years old</p>		
4.	<p><u>Reports of Condition</u></p> <p>a. Record Copy Microfilm and destroy when 3 years old</p> <p>b. Microfilm Copy Destroy when administrative use ceases</p>		
5.	<p><u>Miscellaneous Reports</u> Include but not limited to Reports of Acquisition &amp; Disposition of Investments; Branch Openings, Closings and Relocations</p> <p style="text-align: center;">Destroy when 5 years old</p>		