

# Branch Closings Program

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## EXAMINATION OBJECTIVES

To determine whether the institution is in compliance with the statutory requirements for branch closings, including those relating to the following:

- Providing prior notification of any branch closing to its appropriate Federal banking agency and customers of the branch.
- Establishing internal policies for branch closings.

## EXAMINATION PROCEDURES

1. Review the Matters Requiring Board Attention and Corrective Actions from the three or four previous ROEs to ensure that the board and management have taken appropriate corrective action where necessary and persistent problems have not recurred.  

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2. Determine whether the institution has adopted a branch closing policy that ensures compliance with the Policy Statement regarding branch closings and Section 42 of the FDI Act.  

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3. Determine whether the institution's procedures for closing a branch have been followed since the latter of December 19, 1991 or the last examination in which compliance was assessed with the Policy Statement concerning branch closing notices and Section 42 of the FDI Act.  

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4. Determine whether the institution provided adequate notice of any branch closing to its appropriate Federal banking agency at least 90 days prior to the proposed closing of any branch closed on or after December 19, 1991.  

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<b>Exam Date:</b>	
<b>Prepared By:</b>	
<b>Reviewed By:</b>	
<b>Docket #:</b>	

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5. Determine if the institution mailed an adequate notice to its customers at least 90 days prior to the proposed closing of any branch closed on or after December, 19, 1991.

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6. Determine if the institution posted a notice to the branch customers in a conspicuous manner on the branch premises at least 30 days prior to the proposed closing of any branch closed on or after December, 19, 1991.

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## **EXAMINER'S SUMMARY, RECOMMENDATIONS, AND COMMENTS**

<b>Exam Date:</b>	
<b>Prepared By:</b>	
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