

This transmittal log documents changes to the NSPM from version 5.0, issued December 30, 2016, to version 5.1. Changes are organized by section/topic and:

- Amend existing procedures to improve the consistency and efficacy of the examination and supervision program
- Provide clarification for existing procedures
- Amend procedures as a result of regulatory amendments or other agency directives

This log does not reflect technical amendments and minor grammatical changes. For a complete history of NSPM documentation, visit the **NSPM SharePoint site**.

Useful Links

[NSPM SharePoint](#)

[Online NSPM](#)

Table of Contents

[Admin Remedies](#)

Audits, Recordkeeping, Fraud
BSA Enforcement
Change of Officials
Corporate Cus
CUSO Registry
[CUSO Reviews](#)
Derivatives Authority

[District Mgmt](#)

Exam Complaints
[Exam Report Writing](#)
[FCUs](#)
[FISCUs](#)
OSCUI
Quality Assurance
[PCA](#)

[Regulatory Waivers](#)

Unauthorized Access
WCCs
Enforcement Authorities
Regional Office Map
Glossary
Index

Administrative Remedies

Citation	Previous Content (v5.0)	New Content (v5.1)
Administrative Remedies > Types of Administrative Remedies > Informal Actions	<p>* Regulator leverage [bulleted item]</p> <p>Regulator leverage is an action to withhold or allow conditional approval as part of the approval process because of a regulatory compliance or safety and soundness issue. It is available when a credit union is seeking fixed asset waivers, member business loan waivers, field of membership expansions, etc. Rescinding previously approved waivers due to safety and soundness issues is considered “regulator leverage.” For more information, see Supervisory Letter 10-04, Administrative Remedies [callout box]</p>	Removed content
Return to Table of Contents		

CUSO Reviews

Citation	Previous Content (v5.0)	New Content (v5.1)
CUSO Reviews (Pre-Review Letter Template)	Option 1 – NCUA’s Secure File Transfer Portal	[Removed references to SFTP]
	The preferred method is to use NCUA’s Secure File Transfer Portal (SFTP). We’ve attached the SFTP User’s Guide for your convenience...	
Return to Table of Contents		

District Management

Citation	Previous Content (v5.0)	New Content (v5.1)
District Management > Notice of Troubled Condition > FISCUs	Previously, your credit union received notification it was subject to requirements under §701.14 of NCUA rules and regulations. As a result of your credit union’s CAMEL rating upgrade to a CAMEL [enter CAMEL rating of 3, 2, or 1] rating and removal from “troubled” status, you are no longer required to obtain your state supervisor’s and NCUA’s approval for changes of officials and senior executive officers.	Previously, your credit union received notification it was subject to requirements under §701.14 of NCUA rules and regulations. As a result of your credit union’s CAMEL rating upgrade to a CAMEL [enter CAMEL rating of 3, 2, or 1] rating and removal from “troubled” status, you are no longer required to obtain NCUA’s approval for changes of officials and senior executive officers. Please consult with your state regulator to determine whether you must continue to notify their office of any changes of officials and senior executive officers.
District Management > Supervision Chronology Report	When upgrading a credit union from a CAMEL 4 or 5, or removing an LUA, field staff must complete the supervision chronology report.	When a supervision chronology report is required, field staff must complete the report when upgrading a credit union from a CAMEL 4 or 5, or removing an LUA.
Return to Table of Contents		

Exam Report Writing

Citation	Previous Content (v5.0)	New Content (v5.1)
N/A	[Full section]	Content migrated to Examiner's Guide in whole.
Return to Table of Contents		

Federal Credit Union Program and Procedures

Citation	Previous Content (v5.0)	New Content (v5.1)
FCUs > Examination Planning > AIRES Exam Scope (Scope Module)	Examiners must thoroughly document the areas reviewed, the results, and the recommended action. Comments like "completed" or “inadequate” are not sufficient. Examiners must include a description of the area reviewed and results obtained, regardless of whether references to other work papers are included in the AIRES scope. The Scope module should be a comprehensive synopsis of what occurred during the examination. A comprehensive scope will enable the examiner of the next examination to become familiar with the history of the credit union in a shorter amount of time. When completing the Scope module and areas of review, all team members with an SME designation will include their designation, in parenthesis, next to their initials in the “Done by” column.	Examiners must thoroughly document the areas reviewed, the results, and the recommended action. Comments like "completed" or “inadequate” are not sufficient. Examiners must include a description of the area reviewed and results obtained, regardless of whether references to other work papers are included in the AIRES scope. The Scope module should be a comprehensive synopsis of what occurred during the examination. However, when applicable, the completed IRR workbook represents the scope for the IRR review and for scope module purposes, it is acceptable for examiners to state “Refer to IRR workbook” in the Results of Review section of the scope. Additionally, examiners may use the narrative conclusion for the final risk assessment. The IRR workbook framework includes the necessary scope elements of review steps (either required or baseline), fields to input the results of each review step, a narrative conclusion (in the overall tab), and the IRR rating (high, moderate, or low). A comprehensive scope will enable the examiner of the next examination to become familiar with the history of the credit union in a shorter amount of time. When completing the Scope module and areas of review, all team members will include their SME area in parenthesis, when applicable.
Return to Table of Contents		

Federally Insured, State Chartered Credit Union Program and Procedures

Citation	Previous Content (v5.0)	New Content (v5.1)
FISCUs > NCUA FISCU Program > AIRES Scope	Examiners must thoroughly document the areas reviewed, the results, and the recommended action. Comments like "completed" or “inadequate” are not sufficient. Examiners must include a description of the area reviewed and results obtained, regardless of whether references to other work papers are included in the AIRES scope. The Scope module should be a comprehensive synopsis of what occurred during the examination. A comprehensive scope will enable the examiner of the next examination to become familiar with the history of the credit union in a shorter amount of time. When completing the Scope module and areas of review, all team members with an SME designation will include their designation, in parenthesis, next to their initials in the “Done by” column.	Examiners must thoroughly document the areas reviewed, the results, and the recommended action. Comments like "completed" or “inadequate” are not sufficient. Examiners must include a description of the area reviewed and results obtained, regardless of whether references to other work papers are included in the AIRES scope. The Scope module should be a comprehensive synopsis of what occurred during the examination. However, when applicable, the completed IRR workbook represents the scope for the IRR review and for scope module purposes, it is acceptable for examiners to state “Refer to IRR workbook” in the Results of Review section of the scope. Additionally, examiners may use the narrative conclusion for the final risk assessment. The IRR workbook framework includes the necessary scope elements of review steps (either required or baseline), fields to input the results of each review step, a narrative conclusion (in the overall tab), and the IRR rating (high, moderate, or low). A comprehensive scope will enable the examiner of the next examination to become familiar with the history of the credit union in a shorter amount of time. When completing the Scope module and areas of review, all team members will include their SME area in parenthesis.
Return to Table of Contents		

Prompt Corrective Action

Citation	Previous Content (v5.0)	New Content (v5.1)
Prompt Corrective Action > PCA Classification > Net Worth Category Classification	N/A (new content)	Additionally, when NEV Supervisory Test results are extreme and a credit union is unable or unwilling to de-risk to a less than an extreme risk level, regions must follow a process that involves providing recommendations to the NCUA Board to reclassify “well capitalized” credit union as “adequately capitalized” and require an “adequately capitalized” or “undercapitalized” credit union to comply with certain mandatory or discretionary supervisory actions as if it were in the next lower net worth category based upon safety and soundness (§702.102(b)).
Return to Table of Contents		

Regulatory Waivers and Other Regulatory Actions

Citation	Previous Content (v5.0)	New Content (v5.1)
Regulatory Waivers and other Regulatory Actions > Occupancy Waiver	<p>Acquired Premises for Future Expansion</p> <p>For premises acquired for the purpose of future expansion, an FCU must partially occupy any within a reasonable period, but no later than six years after the date of acquiring the premises. An FCU must submit a written request for a waiver to exceed the six year timeframe.</p>	<p>Acquired Premises for Future Expansion</p> <p>For premises acquired for the purpose of future expansion, an FCU must partially occupy any within a reasonable period, but no later than six years after the date of acquiring the premises. Partially occupy means occupation and use, on a full-time basis, of at least fifty percent of each premises by the FCU, or the FCU and a CUSO in which the federal credit union has a controlling interest. An FCU must submit a written request for a waiver from the partial occupancy provision or to exceed the six year timeframe.</p>
Regulatory Waivers and other Regulatory Actions > General Procedures and Requirements > Timeframes	<p>NCUA may waive the requirement for a credit union to partially occupy premises within six years after the date of acquisition. To seek a waiver, a federal credit union must submit a written request to its Regional Office and fully explain why it needs the waiver. The Regional Director’s decision will be based on safety and soundness considerations.</p>	<p>NCUA may waive the requirement for a credit union to partially occupy premises within six years after the date of acquisition. Partially occupy means occupation and use, on a full-time basis, of at least fifty percent of each premises by the FCU, or the FCU and a CUSO in which the federal credit union has a controlling interest. To seek a waiver, a federal credit union must submit a written request to its Regional Office and fully explain why it needs the waiver. The Regional Director’s decision will be based on safety and soundness considerations.</p>

Regulatory Waivers and Other Regulatory Actions

Citation	Previous Content (v5.0)	New Content (v5.1)
Regulatory Waivers and other Regulatory Actions > Non-Member Deposits Limitation Waiver (template)	I reviewed your request for a nonmember deposit limit exemption pursuant to Section 701.32 of NCUA’s rules and regulations. I approve your request for an increase in total nonmember deposits to \$XXX,XXX or X percent of shares. Please be advised only public unit accounts and deposits from other credit unions can be accepted without being designated as a low-income credit union.	I reviewed your request for a nonmember deposit limit exemption pursuant to Section 701.32 of NCUA’s rules and regulations. I approve your request for an increase in total nonmember deposits to \$XXX or X percent of shares and deposits . Please be advised only public unit accounts and deposits from other credit unions can be accepted without being designated as a low-income credit union.
Regulatory Waivers and other Regulatory Actions > Occupancy Waiver > Templates	[Regional Summary of Occupancy Waiver Request]	[Udpdated to reflect regulatory changes.]
Return to Table of Contents		