



governmentattic.org

"Rummaging in the government's attic"

Description of document: List of Export Import Bank of the United States (Ex-Im) Policies 2022

Requested date: 08-February-2022

Release date: 11-February-2022

Posted date: 17-July-2023

Source of document: The Freedom of Information and Privacy Office
811 Vermont Ave., N.W.
Washington, D.C. 20571
Email: foia@exim.gov
[Ex-Im Bank FOIA Request Form](#)

The governmentattic.org web site ("the site") is a First Amendment free speech web site and is noncommercial and free to the public. The site and materials made available on the site, such as this file, are for reference only. The governmentattic.org web site and its principals have made every effort to make this information as complete and as accurate as possible, however, there may be mistakes and omissions, both typographical and in content. The governmentattic.org web site and its principals shall have neither liability nor responsibility to any person or entity with respect to any loss or damage caused, or alleged to have been caused, directly or indirectly, by the information provided on the governmentattic.org web site or in this file. The public records published on the site were obtained from government agencies using proper legal channels. Each document is identified as to the source. Any concerns about the contents of the site should be directed to the agency originating the document in question. GovernmentAttic.org is not responsible for the contents of documents published on the website.



Reducing Risk. Unleashing Opportunity.

February 11, 2022

Via Electronic Mail

Re: FOIA Request # 202200024F

This is the final response to your Freedom of Information Act (FOIA) request to the Export-Import Bank of the United States (EXIM Bank). We received your request in our FOIA Office via the National FOIA Portal on February 8, 2022. You requested “a copy of the listing of Exim Bank policies listed on EximConnect.”

We conducted a comprehensive search of the files within the Office of Ethics, FOIA Department for records that would be responsive to your request. This is the component within EXIM Bank in which responsive records could reasonably be expected to be found. The search produced the attached record. After carefully reviewing the responsive document, we have determined it is releasable in its entirety; no deletions or exemptions have been claimed. For your convenience, we are attaching the documents to this message as a PDF file.

You may contact our FOIA Public Liaison, Ms. Lennell Jackson at (202) 565-3290 for any further assistance and to discuss any aspect of your request. Additionally, you may contact the Office of Government Information Services (OGIS) at the National Archives and Records Administration to inquire about the FOIA mediation services they offer. The contact information for OGIS is as follows: Office of Government Information Services, National Archives and Records Administration, 8601 Adelphi Road-OGIS, College Park, Maryland 20740-6001, email at ogis@nara.gov; telephone at 202-741-5770; toll free at 1-877-684-6448; or facsimile at 202-741-5769.

For your information, Congress excluded three discrete categories of law enforcement and national security records from the requirements of the FOIA. See 5 U.S.C. §552(c) (2006 & Supp. IV 2010). This response is limited to those records that are subject to the requirements of the FOIA. This is a standard notification that is given to all of our requesters and should not be taken as an indication that excluded records do, or do not, exist.

EXIM Bank’s FOIA regulations at 12 C.F.R.404.9 (a) state that EXIM Bank shall charge fees to recover the full allowable direct cost it incurs in processing request, but as a courtesy, we are waiving all fees.

I trust that this information fully satisfies your request. If you need further assistance or would like to discuss any aspect of your request please do not hesitate to contact our FOIA Public Liaison, Ms. Lennell Jackson at (202) 565-3290 or by E-Mail at Lennell.Jackson@exim.gov.

Sincerely,

LISA
TERRY

Digitally signed
by LISA TERRY
Date: 2022.02.11
09:25:15 -05'00'

Lisa V. Terry
Chief FOIA Officer

Attachment: Responsive Documents (1 PDF file)

EXIM Policies

EXIM Policies

All EXIM Policies

✓ Title

 Name

▲ Topic : Office of Communications (2)

EXIM Bank Social Media Policy



social_media_policy_final_20151215

EXIM Brand Guide



brand_style_guide_exim_final

▲ Topic : Office of Credit Risk Management (1)

Building Security Policy



Building Security Policy 2010

▲ Topic : Office of Equal Employment Opportunity (4)

Anti Harassment Policy



2020_03_10_EEO_AntiHarassmentPolicyMemo

Diversity and Inclusion Policy Statement



Final -Diversity and Inclusion Statement Memo Chairman Reed

EEO Policy Handbook



EEO Policy Handbook

EEO Policy Statement


























2020_03_06_EEOPolicyStatementMemov2










▲ Topic : Office of Ethics (5)

Conflicts of Interest Policy	 Conflicts of Interest Policy FINAL approved 4-24-20
Financial Disclosure Policy	 Public and Confidential Financial Disclosure Reporting Policy December 2006
Policy for Outside Employment	 Outside Employment Policy- OOE Final 9-13-18
Post Employment Restrictions	 Post Employment Restrictions (508 accessible)
Public and Confidential Financial Disclosure Reporting	 Public and Confidential Financial Disclosure Reporting approved 3-15-21

▲ Topic : Office of Human Capital (32)











Internal Detail Program Policy (508 accessible)	 Official Policy-OHC-2020.03 - Internal Detail Program Policy (508 accessible)
Administrative Grievance System	 8 28 18 Administrative Grievance System - 8.22.2018 - accepted
Administrative Grievance System Policy ATTACHMENT A: EXIM Initial Grievance and Appeal Form	 8 28 18 Attachment A - Grievance and Appeal Form 8.22.2018
Administratively Determined Pay Policy	 OHC-2021.05 - Administratively Determined Pay Policy
Awards and Recognition Policy	 Awards Policy 9 2018
Category Rating Policy	 Category Rating Guide
Compensatory Time Off for Travel	 CTOT Signed Policy

Conduct and Discipline Policy Final Signed	 8 28 18 Conduct and Discipline Policy Final Signed
Drug-Free Workplace Plan Policy	 Drug-Free Workplace Plan Policy April 2001
Employee Assistance Policy	 Employee Assistance Policy July 1996 (508 accessible)
Employee Assistance Program Policy	 Employee Assistance Policy July 1996
Employee Performance File System	 Employee Performance File System DHC8-23-18
Employees of Relatives Policy	 Employment of Relatives
EXIM Request Form for a RA for Religious Belief_508accessible	 EXIM Request Form for a RA for Religious Belief_508accessible
EXIM SL Executive Pay Policy	 EXIM SL Executive Pay Policy
EXIM SL Executive Performance Management Policy	 EXIM SL Executive Performance Management Policy
Insider Threat Policy	 Insider Threat Policy Final Signed
Lactation Room Policy	 Lactation Room Policy December 2016
Merit Promotion Plan Policy	 Merit Promotion Plan
OHC-2021.06 - Reasonable Accommodation for Religious Beliefs or Practice Policy_508accessible	 OHC-2021.06 - Reasonable Accommodation for Religious Beliefs or Practice Policy_508accessible
Performance Management Policy	 Performance Management Policy January 2013
Reasonable Accommodation Handbook	 Reasonable Accommodation Handbook Final Jun 4 2020
Student Loan Repayment Program Policy	 SLRP - Final - Signed 081418

Superior Qualifications Policy	 Superior Quals Policy Final Signed 8 29 18
Telework Policy	 OHC-2021.04 - Telework Policy - 508 compliant
Time and Attendance Policy - 508 compliant	 OHC-2021.02 - Time and Attendance Policy - 508 compliant
Training Policy	 Training Policy
Use or Lose Annual Leave During National Emergencies Policy (508 accessible)	 Official Policy-OHC-2020.02 - Use or Lose Annual Leave During National Emergencies Policy (508 accessible)
Violence in the Workplace	 Violence in the Workplace Policy April 1998 (508 accessible)
Voluntary Change in Official Duty Station Policy (508 compliant)	 OHC-2021.03 - Voluntary Change in Official Duty Station Policy (508 compliant)
Voluntary Leave Bank Program Policy	 Voluntary Leave Bank Program Policy Final Signed
Voluntary Leave Transfer Program Policy	 Voluntary Leave Transfer Program Final

Topic : Office of the CFO (14)

Anti Fraud Strategy	 Anti Fraud Strategy 11122019
Assignment and Use of Government Purchase Cards	 Purchase Card Policy December 2015
Assignment and Use of Government Travel Cards	 Assignment and Use of Government Travel Cards Policy December 2011v1
Contracting Officer Representative Guide	 Contracting Officer Representative Guide Policy 2015 (508 accessible)

Debt Collection of Salary Offset	 Bank Policy No. 550 - Debt Collection By Salary Offset - Signed
EXIM Bank Default Policy	 Default Policy_ 2018 FINAL (Signed 2018.09.19)
Federal Acquisition Certification for CORs	 Federal Acquisition Certification for CORs Policy May 2016
Representation Fund Form- FY 2021	 Representation Fund Form- FY 2021
Transit and Parking Subsidy	 transit benefit policy (2)
Transit and Parking Subsidy Attachment A - Form	 exb-2011-05
Transit and Parking Subsidy Attachment B - OSB Metro Subsidy	 OSB Metro Subsidy Benefits Guildlines- Final
Travel Policy	 Travel Policy October 2011v1
Use of Government Owned or Leased Vehicles	 Acquisition and Use of Government Owned or Leased Vehicles 7918
User Guide to Contracting	 User Guide to Contracting Policy December 2015

▲ **Topic : Office of the Chairman (2)**

Acceptance of Electronic Documentation	 Acceptance of Electronic Documentation Policy 2017 (508 accessible)
Acceptance of Electronic Payments	 Acceptance of Electronic Payments Policy 2018 (508 accessible)

4 Topic : Office of the Chief Data Officer (1)

Enterprise Data Management Policy



Enterprise Data Management Policy

4 Topic : Office of the Chief Information Officer (12)

Email Review and Approval



Email Review and Approval Policy FY21 (1)

Information Security Incident Handling Policy



Security Incident Handling Policy FY21hs

IT Security and Privacy Training Policy



IT Security and Privacy Training Policy FY21 (1)

Limited Use of Government Equipment Policy



Limited Use of Government Equipment Policy FY21hs

Policy for Review of Holdings of Personally Identifiable Information and Social Security Numbers



PII Holdings Review Policy FY21hs

Privacy Program Plan and Policy



Privacy Program Plan and Policy FY21hsv2

Records Management Policy



RM_Policy_02192021

Remote Access Policy



Remote Access Guidelines Policy FY21hs

Rules of Behavior Policy



IT-POL-01 EXIM IT Rules of Behavior Policy

Rules of Behavior Policy - Attachment 1



IT Information for Users

Section 508 Policy



EXIM_508_Policy_FINAL_10022020

Securing Sensitive Export-Import Bank Information and Systems



Securing Sensitive Export-Import Bank Information and Systems FY21hs

4 Topic : Office of the General Counsel (7)

CLS Policy	 CLS policy--OGC FINAL 10.8.15
IDA Resolution June 2006	 IDA Resolution June 2006
Memoranda of Understanding and other Non-transactional Agreements	 Memoranda of Understanding and other Non-transactional Agreements March 2013v1
Policy in Cooperation with the Office of Inspector General	 Cooperation with the Office of Inspector General October 2014v1
Policy on Payment of State Bar Membership Dues	 Bar Dues Policy 2018
Policy on Policies	 Approval and Maintenance of Administrative Policies August 2016 (508 accessible)
Updates to the Country Limitation Schedule in the absence of a Board Quorum	 Updates to Country Limitation Schedule Policy October 2015