

REQUEST FOR RECORDS DISPOSITION AUTHORITY

(See Instructions on reverse)

LEAVE BLANK

JOB NO.

N1-15-86-1

DATE RECEIVED

11-13-85

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

NOTIFICATION TO AGENCY

1. FROM (Agency or establishment)

Veterans Administration

2. MAJOR SUBDIVISION

Department of Veterans Benefits

3. MINOR SUBDIVISION

Field Stations and Central Office

In accordance with the provisions of 44 U.S.C. 3303a the disposal request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10. If no records are proposed for disposal, the signature of the Archivist is not required.

4. NAME OF PERSON WITH WHOM TO CONFER

Mrs. Majorie M. Leandri

5. TELEPHONE EXT.

389-3632

DATE

6-23-86

ARCHIVIST OF THE UNITED STATES

James S. Burke

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; and that written concurrence from the General Accounting Office, if required under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies, is attached.

A. GAO concurrence: is attached; or is unnecessary.

B. DATE <i>11/6/85</i>	C. SIGNATURE OF AGENCY REPRESENTATIVE <i>David N. Stone</i> DAVID N. STONE	D. TITLE Director, Paperwork Management and Regulations Service
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7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARS USE ONLY)
1.	<p>Systematic Analyses of Operations Report</p> <p>Field Station originals</p> <p>Central Office copies</p> <p><u>Disposition:</u></p> <p>1. Maintain in open file until out-of-line situation is corrected; transfer to closed file. Destroy when 2 years old.</p> <p>2. Maintain in open file until out-of-line situation is corrected; transfer to closed file. Destroy when 3 years old.</p>	N1-15-83-3	