

REQUEST FOR RECORDS DISPOSITION AUTHORITY

(See Instructions on reverse)

LEAVE BLANK

JOB NO.

NI-15-86-2

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

DATE RECEIVED

12/23/85

1. FROM (Agency or establishment)

Veterans Administration

2. MAJOR SUBDIVISION

Department of Veterans Benefits

3. MINOR SUBDIVISION

Field Stations

4. NAME OF PERSON WITH WHOM TO CONFER

Mrs. Marjorie M. Leandri

5. TELEPHONE EXT.

389-3632

DATE

6-24-86

ARCHIVIST OF THE UNITED STATES

Frank A. Burke

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disposal request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.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

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 2 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	C. SIGNATURE OF AGENCY REPRESENTATIVE	D. TITLE
12/20/85	<i>David N. Stone</i> DAVID N. STONE	Director, Paperwork Management and Regulations Service

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 GRS OR SUPERSEDED JOB CITATION	10.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.	Subdivision Analysis Folders.		
1a.	Folders documenting approvals of subdivisions for which no administrative, legal or appeal action is pending. Disposition: Destroy immediately.	NC 15-76-6	
1b.	Folders documenting approvals of subdivisions for which administrative action is pending or which are involved in litigation. Disposition: Destroy 1 year from date of final administrative or legal action or expiration of appeal rights under the statute of limitations.		
2.	Condominium and Planned-Unit Development Folders.		
2a.	Approval Folders. Disposition: Destroy 5 years after expiration of last certificate of reasonable value issued for the condominium or planned-unit development		
<p><i>(copies to VA, NCFVMM 7/3/86)</i></p>			

REQUEST FOR RECORDS DISPOSITION AUTHORITY -- CONTINUATION

JOB NO.

PAGE

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2b.	<p>Disapproval Folders.</p> <p><u>Disposition:</u> Destroy 2 years from date of disapproval.</p>		
3.	<p>Listings of all approved condominium and planned-unit developments.</p> <p><u>Disposition:</u> Destroy 5 years after termination of the program.</p>		