

**REQUEST FOR RECORDS DISPOSITION AUTHORITY**  
(See Instructions on reverse)

LEAVE BLANK

JOB NO.

NI-15-87-2

DATE RECEIVED

2-11-87

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

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.

233-3632

DATE

4-28-87

ARCHIVIST OF THE UNITED STATES

*Francis A. Bunker*

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disposal request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.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 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 11/24/86	C. SIGNATURE OF AGENCY REPRESENTATIVE <i>Marjorie M. Leandri</i> LYNN H. COVINGTON	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 GRS OR SUPERSEDED JOB CITATION	10.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)
	Loan Guaranty Property Status Control Card File, VA Form 26-6716. Cards dated prior to 1979.  Disposition: Retire to Federal records centers. Destroy <del>28 years after retirement</del> when 35 years old.		

Change per telephone conversation with D. Howell 3-6-87.

DEPARTMENT OF VETERANS BENEFITS  
PROPOSED DISPOSITION OF RECORDS

Action Control No. 86-19

A. TITLE OF RECORDS

RCS VB-1, pt. I, item No.

Property Status Control Card  
File, VA Form 26-6716, or  
equivalent.

- a. Cards dated prior to 1979. 12-174.110  
b. Cards dated after 1979. 12-174.120

B. RECOMMENDED DISPOSITIONS

- a. Retire to Federal records centers. Destroy 28 years  
after retirement.  
b. Destroy immediately.

APPROVED:

Robert A. Jones 9/17/86  
DVB Records Officer / Date

C. CONCURRENCES

Concur in dispositions recommended in paragraph B.

Do not concur for reasons stated in paragraph D.

Paul Bailey 9-18-86  
(203C) / Date

Robert M. O'Toole 10-28-86  
Pm (26) DHE / Date

D. REASONS FOR NONCONCURRENCE

E. ANALYSIS OF RECORDS

This reappraisal will allow retirement and, where applicable,  
immediate destruction of VA Forms 26-6716 which are maintained at  
the regional offices.

Foreclosure on property guaranteed or insured by VA results in the property being assigned to the Property Management Division. Prior to 1983, VA Form 26-6716, Property Status Control Card, was prepared on each assigned case and was the only complete easy reference record of the pre-acquisition, acquisition, management and sale of the VA properties.

In July 1983, data contained on post-1979 cards was automated and captured in the Property Management System, thereby, eliminating the requirement to add to this file. The post-1979 cards are no longer of record value and should be destroyed immediately. Any information subsequent to 1983 will be captured in the system.

The original loan information contained on the pre-1979 cards is useful to the Committee on Waivers in the review of requests by veterans for waivers of debts which were established against them as a result of the foreclosures of their loans. The data are also useful in settling any conflicts regarding pricing and sales of properties in certain areas. For these reasons, the cards are being retained for the life of an average loan folder which is 35 years. This reappraisal is requesting the retirement of these cards as a group to the Federal records centers for the remainder of their retention period.

F. SOURCES OF INFORMATION


Request for Records Appraisal dated June 23, 1986

VA Form 3230 from Property Management dated July 23, 1986

Records Appraisal No. 84-11, Property Status Control Card File

G. CONCLUSION

The automation of this record series makes it unnecessary to retain the paper records. The entire file was not automated, thereby, requiring retention of pre-1979 cards under its present disposition authority. To free up space at the regional offices, the cards will be retired to the Federal records centers as a group for the remainder of the 35 year retention period.

  
GERALDINE JOHNSON  
Management Analyst