

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

LEAVE BLANK.

JOB NO. *NH-88-2*

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

DATE RECEIVED *7-12-88*

1. FROM (Agency or establishment)

NOTIFICATION TO AGENCY

*Veterans Administration*

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disposal request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.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

2. MAJOR SUBDIVISION

*Office of Information Management and Statistics*

3. MINOR SUBDIVISION

*Paperwork Management and Regulations Service*

4. NAME OF PERSON WITH WHOM TO CONFER

5. TELEPHONE EXT.

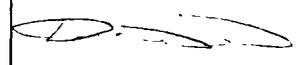
DATE

ARCHIVIST OF THE UNITED STATES

*Marjorie M. Leandri  
Chief, Records Management Division*

*233-3662*

*7/12/88*



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 \_\_\_\_\_ 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>7/5/88</i>	C. SIGNATURE OF AGENCY REPRESENTATIVE <i>Lynn H. Covington</i> LYNN H. COVINGTON	D. TITLE 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 GRS OR SUPERSEDED JOB CITATION	10.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)
	<p><u>VA History Files/Administrative Issue History Files (Formal Directives, Procedural and Operating Manuals)</u></p> <p>Formal directives distributed as General Orders, Service Letters, circulars, Administrator's Memoranda, regulations, instructions, interim issues, bulletins, pamphlets, manuals, or other directives or regulatory publications, announcing major changes in the agency's policies and procedures, normally issued by the authority of the Administrator of Veterans Affairs, and maintained by the Directives Management Division and its various predecessor offices. The numbered regulations files are case files containing changes, comments, concurrences, and related supporting papers, as well as the record copy of the regulation itself.</p> <p>These records are currently unscheduled. The two out-of-date citations under which these records were retired, or to which they were later assigned by the Records Center, are 01-1, A-37, Items 4 and 7.</p> <p><u>Disposition:</u> Permanent. Retire to Washington National Records Center in 5 year blocks when latest record is 20 years old, e.g. 1950-55 in 1975. Transfer to the National Archives in 5 year blocks when 35 years old, e.g. 1950-55 in 1990.</p>		