

# INACTIVE - ALL ITEMS SUPERSEDED OR OBSOLETE

Schedule Number: NC-174-000242

All items in this schedule are inactive. Items are either obsolete or have been superseded by newer NARA approved records schedules.

## Description:

Schedule is for magnetic tapes from an e-system 45+ years ago. System is assumed to be no longer active and magnetic tapes' retention (3 to 180 days) long since met. Records' subject matter is now covered by GRS 1.1, item 010 (DAA-GRS-2013-0003-0001).

Date Reported: 04/28/2021

INACTIVE - ALL ITEMS SUPERSEDED OR OBSOLETE

**REQUEST FOR AUTHORITY  
TO DISPOSE OF RECORDS**

*(See Instructions on Reverse)*

*8 items*  
TO: **GENERAL SERVICES ADMINISTRATION,  
NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, D.C. 20408**

1. FROM (AGENCY OR ESTABLISHMENT)  
**VETERANS ADMINISTRATION**

2. MAJOR SUBDIVISION  
**DEPARTMENT OF DATA MANAGEMENT**

3. MINOR SUBDIVISION  
**DATA PROCESSING CENTER**

4. NAME OF PERSON WITH WHOM TO CONFER  
**MR. H. D. THOMBS**

5. TEL. EXT.  
**148-3662**

6. CERTIFICATE OF AGENCY REPRESENTATIVE:

<b>LEAVE BLANK</b>	
DATE RECEIVED <b>MAY 20 1974</b>	JOB NO <b>NC 174-242</b>
NOTIFICATION TO AGENCY	
In accordance with the provisions of 44 U.S.C. 3303a the disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "with-drawn" in column 10.	
5-24-74	<i>James B. Rhoads</i> Date Archivist of the United States

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

*5/16/74* (Date) *[Signature]* (Signature of Agency Representative) **Acting Asst. Administrator for Planning and Evaluation** (Title)

7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
	<b>CENTRAL OFFICE FINANCE DATA RECORDS (COF) MAGNETIC TAPE FILES</b>		
1.	COF Sorted Transaction Tape. Tape of sorted detail transactions.  3 days after creation.		
2.	COF General Ledger Tape. Tape of detail transactions and previous run summaries.  10 days after creation.		
3.	COF Balance Brought Forward Tape. Tape of update summaries.  40 days after creation.		
4.	COF Opening Balance Tape. Tape of summaries and transactions for the month.  180 days after creation. <i>All change in accordance with attached letter - 3/13/75</i>		
5.	COF Reconciliation Tape. Tape of detail reconciliations.  30 days after creation.		
6.	COF Consolidated Reconciliation Tape. Tape of summaries and detail reconciliations for the month.  90 days after creation.		

REQUEST FOR AUTHORITY TO DISPOSE OF RECORDS—Continuation Sheet

7. ITEM NO.	8. DESCRIPTION OF ITEM (WITH INCLUSIVE DATES OR RETENTION PERIODS)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
7.	<p>COF P&amp;R Charges Tape. Tape of print and reproduction charges detail transactions.</p> <p>5 days after creation.</p>		
8.	<p>COF Accrued Payable Tape. Tape of Accrued payables detail transactions.</p> <p>5 days after creation.</p>		

Simultaneous separate submission to Records Management and Services Branch, GAO.

Prior to disposal of these records, consideration will be given to the moratorium on disposal of ADP records, pending outcome of the Federal anti-trust suit against IBM.