

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

REC NO 11 JUN 10 1978

LEAVE BLANK	
JOB NO	NC 1 15 78 3
DATE RECEIVED	JUL 11 1978
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the disposal request, including amendments is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10	
8-15-78 <i>Date</i>	<i>James S. Chandel</i> <i>Archivist of the United States</i>

TO **GENERAL SERVICES ADMINISTRATION,  
NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 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  
Mrs. Maureen DiNunzio

5. TEL EXT  
[REDACTED]

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.

A Request for immediate disposal.

B Request for disposal after a specified period of time or request for permanent retention.

C. DATE 6/30/78	D. SIGNATURE OF AGENCY REPRESENTATIVE <i>Martin D. Carlin</i> MARTIN D. CARLIN	E. TITLE Assistant Administrator for Planning and Program Evaluation
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7. ITEM NO	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO	10. ACTION TAKEN
	Title: Social Work Service Workload Reporting System (ADP System)		
1.	Social Work Service Monthly Input Transactions Tape File Destroy tape data after 10 days		
2.	Duplicate Monthly Transactions Tape File Destroy tape data after 90 days		
3.	Social Work Service Monthly Master Tape File Destroy tape data after 120 days		

*Copy to Agency, NNU, NNR, NCU*  
*MJD 8-17-78*  
*3 items*