

REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

Rec'd NCU - 10/18/78

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

LEAVE BLANK	
JOB NO	NC 1 15 78 7
DATE RECEIVED	JUL 27 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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10	
Date	<i>9-8-78</i> <i>James B. Phelan</i> Archivist of the United States

1. FROM (AGENCY OR ESTABLISHMENT) VETERANS ADMINISTRATION	
2. MAJOR SUBDIVISION MANAGEMENT SERVICES STAFF	
3. MINOR SUBDIVISION RECORDS MANAGEMENT DIVISION	
4. NAME OF PERSON WITH WHOM TO CONFER Maureen diNunzio	5. TEL EXT 389-3632

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.

A Request for immediate disposal.

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

C. DATE	D. SIGNATURE OF AGENCY REPRESENTATIVE <i>Martin D. Carlin</i> Martin D. Carlin	E. TITLE Assistant Administrator for Planning and 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
1.	<p>This disposition request covers certain records of the Pacific Branch of the National Home for Disabled Volunteer Soldiers at Sawtelle, California. The records date mostly from the last part of the XIXth Century and the early part of this Century and total 18 cubic feet in volume. They have been previously appraised (see Accession Job No. 451-158) and found lacking in archival worth. The records are now located at the Federal Records Center at Laguna Niguel, California, in accession number 73-A-0669. A description of the records, along with their proposed disposition, follows.</p> <p>a. <u>General Time Records, 1896-1909</u>, consisting of large ledger books in which is given the name of employees, many of whom were inhabitants of the Home; their occupation or rank; unit in which they worked; and their rate of pay.</p> <p>b. <u>Hospital Records, 1898-1921</u>, consisting of large bound volumes in which is given a record of medical treatment received by the inhabitants of the Home. The information includes the name of the patient and his Home number; his company and regiment; date admitted; his age, religion, marital status, and names of any</p>		

Request for Records Disposition Authority - Continuation		JOB NO	PAGE OF
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	<p>friends or relatives; and the diagnosis, treatment, and results.</p> <p>c. <u>Index to Hospital Records, 1889-1905, 1903-12, and 1922</u>, arranged alphabetically by name and giving the volume in which a record of a patient's treatment could be found.</p> <p>d. <u>Posthumous Cash Ledger, 1892</u>, concerning the disposition of monies belonging to deceased inhabitants of the Home.</p> <p>e. <u>Morning Reports, 1909-19, 1924-41, 1950-52, and 1953-54</u>, recording the number of inhabitants present, gained, and lost.</p> <p>DISPOSITION: <u>Destroy Immediately.</u></p> <p>2. <u>Burial Records, 1898-1935</u>, and undated, arranged alphabetically by name of the deceased and giving the site of burial by section, row, and plot number.</p> <p>DISPOSITION: These records are to be returned to the Veterans Administration for review. If they are found to be of value in the administering of the old Pacific Branch cemetery, they will be retained until that value cases ^{is} then destroyed. If the records are found to lack such value, they will be destroyed immediately.</p>		