

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

*Rec. 10/23/79*  
LEAVE BLANK

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

1 FROM (AGENCY OR ESTABLISHMENT)  
**Veterans Administration**

2 MAJOR SUBDIVISION  
**Office of Data Management & Telecommunications**

3 MINOR SUBDIVISION  
**Data Processing Center**

4 NAME OF PERSON WITH WHOM TO CONFER  
Marjorie M. Lamoreux

5 TEL EXT  
**3663-3632**

JOB NO  
**NC1-15-80-5**

DATE RECEIVED  
**10-23-79**

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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10

*12-11-79 James E. O'Neill*  
Date Acting Archivist of the United States

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 3 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 <b>6-15-79</b>	D SIGNATURE OF AGENCY REPRESENTATIVE <i>Otto M. Ireland</i> <b>OTTO M. IRELAND</b>	E TITLE <b>Acting Director, Management Services</b>
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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><b>ANNUAL INCOME QUESTIONNAIRE MAGNETIC TAPE FILE DATA</b></p> <p>Magnetic tape file produced annually by consolidating all Compensation and Pension Annual Income Questionnaire records processed through the Philadelphia DPC during each year's questionnaire project. Purpose of file - to organize records into a file suitable for preparing statistical reports. (Identified as AIQPROJ163, "Consolidated File of AIQ Records.")</p> <p>Destroy tape data one year after creation, and after successful completion of subsequent year's processing.</p>		<i>8 items</i>

*Copy to NNM, NDR agency*  
*12-14-79 (2)*

## Request for Records Disposition Authority—Continuation

JOB NO

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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
2.	<p>Magnetic tape file produced annually by consolidating all Compensation and Pension Annual Income Questionnaire reject records processed through the Philadelphia DPC during each year's questionnaire report; used for preparing statistical reports. (Identified as AIQPROJ163, "Consolidated File of AIQ Reject Records.")</p> <p>Destroy tape data one year after creation, and after successful completion of subsequent year's processing.</p>		
3.	<p>Magnetic tape file produced annually by consolidating all Type 1 Compensation and Pension Annual Income Questionnaire records processed through the Philadelphia DPC during each year's questionnaire project; used for preparing statistical reports. (Identified as AIQPROJONE, "Consolidated File of Type 1 AIQ Records.")</p> <p>Destroy tape data one year after creation, and after successful completion of subsequent year's processing.</p>		
4.	<p>Magnetic tape file produced annually by consolidating all Type 2 and 3 Compensation and Pension Annual Income Questionnaire records processed through the Philadelphia DPC during each year's questionnaire project; used for preparing statistical reports. (Identified as AIQPROJTWO, "Consolidated File of Type 2 and 3 AIQ Records.")</p> <p>Destroy tape data one year after creation, and after successful completion of subsequent year's processing.</p>		

Request for Records Disposition Authority - Continuation		JOB NO	PAGE OF 3 of 3
7 ITEM NO	8 DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9 SAMPLE OR JOB NO	10 ACTION TAKEN
5.	<p>Magnetic tape file produced annually by consolidating all Type 4 Compensation and Pension Annual Income Questionnaire records processed through the Philadelphia DPC during each year's questionnaire project; used to prepare statistical reports. (Identified as AIQPROJFOU, "Consolidated File of Type 4 AIQ Records.")</p> <p>Destroy tape data one year after creation, and after successful completion of subsequent year's processing.</p>		
6.	<p>Magnetic tape file containing scanned Compensation and Pension VAF 21-8566 documents for transmittal to the Hines DPC for processing. (Identified as AIQ010P, Transmittal Tape to Hines DPC of VAF 21-8566 AIQ Documents.)</p> <p>Destroy tape data one year after creation.</p>		
7.	<p>Magnetic tape file containing scanned VA Forms 21-85785, AIQ Documents 02 for transmittal to the Hines DPC for processing. (Identified as AIQ010P, Tape File of Machine Printed and Handwritten IQ OCR Code Sheets (02)).</p> <p>Destroy tape data one year after creation.</p>		
8.	<p>Magnetic tape file consisting of a statistical report of optical page reader Forms DOC 01 and DOC 02, used to supply daily and accumulative statistics of the yearly questionnaire project. (Identified as RPTOUT, Tape File of Statistics of Machine Printed and Handwritten IQ OCR Code Sheets.)</p> <p>Destroy tape data one week after creation.</p>		