REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

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 - Washington, DC

4 NAME OF PERSON WITH WHOM TO CONFER
MARJORIE M. LEANDRI

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 _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
12-10-79

D SIGNATURE OF AGENCY REPRESENTATIVE
Otto M. Ireland

E TITLE
Director, Management Services

7 ITEM NO	8 DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9 SAMPLE OR JOB NO	10 ACTION TAKEN
	SYSTEM TITLE: RECURRING REPORT BULLETIN		
	TAPE FILES		
1.	Magnetic tape files containing sorted input transactions. Identified as CONREB.TRANS. Destroy tape's data after 60 days.		
2.	Magnetic tape files containing accepted/rejected transactions. Identified as CONREB.PRINT. Destroy tape's data after 30 days.		
3.	Magnetic tape files containing backup tape of master file. Identified as CONREB.SECURITY. Destroy tape's data after 60 days.		

7· ITEM NO	8 DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9 SAMPLE OR JOB NO	10 ACTION TAKEN
4.	Magnetic tape files containing master file listing. Identified as CONREB.REPORT. Destroy tape's data after 30 days.		
5.	Magnetic tape files containing discontinued record report. Identified as CONREB.DELETE. Destroy tape's data after 30 days.		
6.	Magnetic tape files containing records extracted from master file used to produce the Recurring Reports Bulletin. Identified as CONREB.EXTRACT. Destroy tape's data after 15 days.		
7.	Magnetic tape files containing output sort tape. Identified as CONREB.SRT.EXT. Destroy tape's data after 60 days.		
8.	Magnetic tape files containing output tape sent to GPO to produce Bulletin. Identified as CONREB.GPO.TAPE. Destroy tape's data 60 days after return from GPO.		
9.	Magnetic tape files containing input/output for IEBISAM (clears deleted records from master file). Identified as CONREB.REORG. Destroy tape's data after 60 days.		
10.	Magnetic tape files containing input Inforex tape. Identified as CONREB.INFOREX. Destroy tape's data after 30 days.		

115-203

Four copies, including original, to be submitted to the National Archives

STANDARD FORM 115-A
Revised July 1974
Prescribed by General Services
Administration
FPMR (41 CFR) 101-11 4

GPO 1975 O - 579-387

7 ITEM NO	8 DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9 SAMPLE OR JOB NO	10 ACTION TAKEN
	<u>DISK FILES</u>		
11.	Magnetic disk files containing ISAM Master file. Identified as CONREB.MASTER. Destroy when * ~~Retain until~~ replaced by later data.		
12.	Magnetic disk files containing department headings for Report Bulletin. Identified as RCSTAG, IRCNTAB. Destroy when * ~~Retain until~~ replaced by later data.		

* Change made per telecon J. McMenamin / J. Wallace, 1/4/80.

GPO 1975 O - 579-387