

REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

6/10/80

LEAVE BLANK

JOB NO
NCI-15-80-18

DATE RECEIVED
June 12, 1980

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disposal request including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10

NOV 13 1980 *[Signature]*
Date Archivist of the United States

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

1 FROM (AGENCY OR ESTABLISHMENT)
Veterans Administration

2 MAJOR SUBDIVISION
Central Office

3 MINOR SUBDIVISION
Administrative Service

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

5 TEL EXT
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 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: **6-3-80**

D SIGNATURE OF AGENCY REPRESENTATIVE: *Maureen di Nunzio*
(MRS.) MAUREEN diNUNZIO

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
1.	<p>MASTER INDEX FILE (Microfilm)</p> <p>Original microfilm and five working copies of master index file. Microfilm contains veterans records bearing name, service date, birthdate and identifying VA numbers. This microfilm replaced 3 x 5 Index cards bearing the same information.</p> <p>Best copy original and copies December 31, 1990</p> <p>DISPOSITION:*</p> <p>A. Silver original, plus two positive copies. PERMANENT. Offer to the National Archives when no longer needed for reference purposes.</p> <p>B. Other copies. TEMPORARY. Offer to the National Personnel Records Center (NPRC) when no longer needed by VA. (NPRC will treat copies as nonrecord material.)</p> <p>NOTE: This Index was previously approved for microfilming, with the destruction of the hard-copy, in NN-172-10, but this job made no provision for the disposition of the microfilm copies.</p>	NN-172-10	