

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

LEAVE BLANK	
JOB NO <b>NCI-15-81-17</b>	
DATE RECEIVED <b>February 18, 1981</b>	
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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10	
<b>3-30-81</b> Date	<i>[Signature]</i> 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  
**Department of Medicine and Surgery**

3. MINOR SUBDIVISION  
**VA Field Facilities**

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

5. TEL EXT  
**389-3663**

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 <b>12-19-80</b>	D. SIGNATURE OF AGENCY REPRESENTATIVE <i>Maureen di Nunzio</i> Mrs. Maureen di Nunzio	E. TITLE Director, Management Services (60)
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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
	<p><u>Merit Review Board Library File</u> - This is a Medical Research Service (151) folder in the Veterans Administration, Department of Medicine and Surgery.</p> <p>The file contains documentations of evaluation decisions made by a board of qualified experts reviewing research proposals in their area of specialty. For example, a board of selected endocrinologist will evaluate a research proposal in endocrinology; oncologist for tumors, etc.</p> <p>Specifically, the file will contain such information as investigator's name, specialty, academic affiliation, type of project, duration of project, name of medical center, funding information and comments by individual board members.</p> <p><u>Retention</u> - A 12-year retention period is requested because the files are continually referred to for comparison with other present</p>		

*Closed Out: 4-1-81: K.T.J.  
Copy to Agency & NNM*

REQUEST FOR AUTHORITY TO DISPOSE OF RECORDS—Continuation Sheet

7. ITEM NO.	8. DESCRIPTION OF ITEM (WITH INCLUSIVE DATES OR RETENTION PERIODS)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
	<p>and past proposals. Also, the individual board members are appointed for five (5) year periods that necessitates a retention long enough to cover the period of at least two cycles plus two years.</p> <p><b>Merit Review Board Library File</b> Disposition: Destroy when 12 years old,</p> <p><i>Signed</i> DONALD L. CUSTIS, M.D. Chief Medical Director</p>	<p><i>Examined by Z. Love Moore per John McKeramin 3/3/81</i></p>	