

REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

LEAVE BLANK	
JOB NO <i>NCI-15-81-24</i>	
DATE RECEIVED <i>July 7, 1981</i>	
NOTIFICATION TO AGENCY <small>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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10</small>	
Date <i>1-5-82</i>	<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
Office of Data Management and Telecommunications

3. MINOR SUBDIVISION
Data Processing Center - St. Paul

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 6 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
Maureen di Nunzio

C. DATE <i>5-15-81</i>	D. SIGNATURE OF AGENCY REPRESENTATIVE <i>[Signature]</i> (MRS.) MAUREEN diNUNZIO	E. TITLE Director, Management Services
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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
A.	AGENT ORANGE REGISTRY SYSTEM (AGO) (formerly Herbicides Exposure Examination Registry System (HEX)) <u>Magnetic Tape Files</u>		
1.	Magnetic tape records containing Transaction File, created twice monthly. Identified as AG0010AT0.DAT. Destroy tape data after 45 days.		
2.	Magnetic tape records containing PTF Table 350 (Austin). Identified as PTF.TABLE. Destroy tape data 45 days after replacement.		
3.	Magnetic tape records containing Agent Orange Security file, created twice monthly. Identified as AGOR.SECURITY. Destroy tape data after 45 days.		

28 items

*No More Data Change Required.
Closed Out: 1-7-82: K.T.D.*

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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
4.	<p>Magnetic tape records containing Agent Orange Security Backup Tape created twice monthly (includes all Agent Orange disk files and print image disk files of all report and Agent Orange source and object programs). Identified as AGOR.SECURITY.</p> <p>Destroy tape data after 90 days and after return of tape from the VA Records Depository.</p>		
B.	<p><u>Magnetic Disk Files</u></p>		
1.	<p>Magnetic disk records containing Transaction Files, created twice monthly. Identified as AG0010ATO.DAT.</p> <p>Destroy data after 45 days.</p>		
2.	<p>Magnetic disk records containing Sorted Transaction File, created twice monthly. Identified as AG0095ATO.DAT.</p> <p>Destroy data after 45 days.</p>		
3.	<p>Magnetic disk records containing Accepted Transaction File, created twice monthly. Identified as AG0100ATO.DAT.</p> <p>Destroy data after 45 days.</p>		
4.	<p>Magnetic disk records containing Master Files, created twice monthly (these files are continuously updated; there are no deletions of information). Identified as AG0305AMO(I).DAT.</p>		
4.a.	<p>Bi-monthly</p> <p>Destroy data after 45 days.</p> <p>NOTE: Three tapes will always be available.</p>		
4.b.	<p>End-of-Program Permanent. Retain for 45 days then offer to the National Archives and Records Service.</p> <p>NOTE: (Transfer tape to Central Office, Records Management Section (30A3B) for offer to National Archives and Records Service)</p>		

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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
5.	Magnetic disk records containing PTF Table 305 (Austin). Identified as PTF.TABLE. Destroy data 45 days after replacement.		
C.	<u>Auxiliary Records (PAPER)**</u>		
1.	Batch Control Report, created twice monthly. (Retained at the DPC for reproducing replacement copies and/or retained for analysis and review purposes.) Destroy after 45 days.		
2.	Reports of Examination of Veterans for possible herbicides toxicity:		
2.(a)	By Facility, created monthly upon request. Identified as COIN DMS 71. (Retained at the DPC for reproducing replacement copies and/or retained for analysis and review purposes.) Destroy after 90 days.		
2.(b)	By Age Group, created monthly upon request. Identified as COIN DMS 72. (Retained at the DPC for reproducing replacement copies and/or retained for analysis and review purposes.) Destroy after 90 days.		
2.(c)	By Branch of Service, created monthly upon request. Identified as COIN DMS 73. (Retained at the DPC for reproducing replacement copies and/or retained for analysis and review purposes.) Destroy after 90 days.		
3.	History of Possible Exposures:		
3.(a)	Number of Possible Exposures, created monthly upon request. Identified as COIN DMS 74. (Retained at the DPC for reproducing replacement copies and/or retained for analysis and review purposes.) Destroy after 90 days.		

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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
3.(b)	Dates of Possible Exposures, created monthly upon request. Identified as COIN DMS 75. (Retained at the DPC for reproducing replacement copies and/or retained for analysis and review purposes.) Destroy after 90 days.		
3.(c)	Possible Exposure to Other Potential Toxic Chemicals, created monthly upon request. Identified as COIN DMS 80. (Retained at the DPC for reproducing replacement copies and/or retained for analysis and review purposes.) Destroy after 90 days.		
4.	Medical History Symptoms and Signs, created monthly upon request. Identified as COIN DMS 81. (Retained at the DPC for reproducing replacement copies and/or retained for analysis and review purposes.) Destroy after 90 days.		
5.	Medical History of Neoplasia, created monthly upon request. Identified as COIN DMS 82. (Retained at the DPC for reproducing replacement copies and/or retained for analysis and review purposes.) Destroy after 90 days.		
6.	Medical History Birth Related Factor, created monthly upon request. Identified as COIN DMS 83. (Retained at the DPC for reproducing replacement copies and/or retained for analysis and review purposes.) Destroy after 90 days.		
7.	Medical History Physical Exam Findings, created monthly upon request. Identified as COIN DMS 84. (Retained at the DPC for reproducing replacement copies and/or retained for analysis and review purposes.) Destroy after 90 days.		

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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
8.	<p>Medical History Pertinent Diagnosis, created monthly upon request. Identified as COIN DMS 85. (Retained at the DPC for reproducing replacement copies and/or retained for analysis and review purposes.)</p> <p>Destroy after 90 days.</p>		
9.	<p>Edit Error Listing, created twice monthly. Identified as COIN DMS 98. (Retained at the DPC for reproducing replacement copies and/or retained for analysis and review purposes.)</p> <p>Destroy after 45 days.</p>		
10.	<p>Edit Summary Listing, created twice monthly. Identified as COIN DMS 99. (Retained at the DPC for reproducing replacement copies and/or retained for analysis and review purposes.)</p> <p>Destroy after 45 days.</p>		
11.	<p>Station Alpha List, created upon request. Identified as COIN DMS 100. (Retained at the DPC for reproducing replacement copies and/or retained for analysis and review purposes.)</p> <p>Destroy after 45 days.</p>		
12.	<p>Station Social Security Number List, created upon request. Identified as COIN DMS 101. (Retained at the DPC for reproducing replacement copies and/or retained for analysis and review purposes.)</p> <p>Destroy after 90 days.</p>		
13.	<p>Nationwide Alpha List, created upon request. Identified as COIN DMS 102. (Retained at the DPC for reproducing replacement copies and/or retained for analysis and review purposes.)</p> <p>Destroy after 90 days.</p>		

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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
14.	<p>Nationwide Social Security Number List, created upon request. Identified as COIN DMS 103. (Retained at the DPC for reproducing replacement copies and/or retained for analysis and review purposes.)</p> <p>Destroy after 90 days.</p> <p>**Retention periods for printouts of the system will be established by the user service.</p>		