

REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

9/22/81

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

LEAVE BLANK	
JOB NO	NC1-5-81-26
DATE RECEIVED	Sept. 22, 1981 July
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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10.	
10-15-81 Date	<i>[Signature]</i> Archivist of the United States

1. FROM (AGENCY OR ESTABLISHMENT)
Veterans Administration

2. MAJOR SUBDIVISION
Department of Veterans Benefits

3. MINOR SUBDIVISION
Field Station - VARO Manila, Philippines

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 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 <u>9-16-81</u>	D. SIGNATURE OF AGENCY REPRESENTATIVE <i>Maureen DiNunzio</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
<u>No Valid Military Service</u>	<p>Claims Folders (non-veteran folders located at the VA Regional Office, Manila Philippines).</p> <p>a. HARD COPY. <u>Temporary</u>. Destroy ^{immediately} after conversion to microfilm and the verification of the microfilm for accuracy.</p> <p>b. MICROFILM</p> <p>(1) Master and one positive copy. <u>Temporary</u>. Retire to FARC. Destroy in the year 2017.</p> <p>(2) Reference Copy. <u>Temporary</u>. Destroy when no longer needed for reference purposes. Copy to be maintained in Manila.</p> <p>VA certifies that the records covered by this request will be microfilmed in accordance with the standards set forth in 41 CFR 101-11.506, and stored in accordance with the standards for permanent records as set forth in 101-11.507 and 101-11.508. The first inspection of the microfilm, as required by 101-11.507-2, will take place two years after microfilming has been completed.</p>		<u>3 items</u>

Not Deleted

* Changes ~~Deleted~~ made per telecon:

Wallace/Howe, 9/24/81

Closed Out: 11-5-81: R.T.D.

Copy to Agency 5/1/81