

REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

LEAVE BLANK	
JOB NO NCI-15-84-6	
DATE RECEIVED Nov. 21, 1983	
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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10	
<i>Nov 23 83</i> Date	<i>Robert J. [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 Veterans Benefits

3. MINOR SUBDIVISION

Field Stations

4. NAME OF PERSON WITH WHOM TO CONFER

Mrs. M. M. Leandri

5. TEL EXT

389-3662

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 11-16-83	D. SIGNATURE OF AGENCY REPRESENTATIVE <i>Maureen Di Nunzio</i> MRS. MAUREEN DiNUNZIO	E. TITLE Director, Information and Regulations Staff
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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
	VB-1, Item 13-091		
a.	Reports File. Narrative and summary statistical recurring and nonrecurring reports required for reporting to higher echelon; feeder reports required for compiling reports requested by higher echelon, including VA Form 20-8124 series, DVB/AMIS Input Code Sheet; intraoffice reports required for internal management; sampling reports and related papers. Excludes quality control data. Copies of reports submitted to higher echelon. <u>Disposition:</u> Destroy 1 year after close of year report is submitted to requesting office.	II NNA 2019, 2150, 2413, 3340; NN 165-139; 168-15; 169-14. RCS VB-1 Pt. I, Item Nos. 1-02; 3-039.1; 3-039.2; 5-053; 6-005.1; 7-690-010; 8-033.1; 8-033.2; 8-033.3; 8-033.4; 9-200-010; 12-051.1; 12-051.2	
b.	Original and copies of feeder and intraoffice reports, including VA Form 20-8124 series. <u>Disposition:</u> Destroy 1 year from the date report is prepared.		

115-107 *Agency sent 11-29-83 by DMW.*

No Mass Data Change Required