

**REQUEST FOR AUTHORITY
 TO DISPOSE OF RECORDS**

(See Instructions on Reverse)

TO: **GENERAL SERVICES ADMINISTRATION,
 NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, D.C. 20408**

1. FROM (AGENCY OR ESTABLISHMENT)

Department of Health, Education, and Welfare

2. MAJOR SUBDIVISION

Social Security Administration

3. MINOR SUBDIVISION

Bureau of Retirement and Survivors Insurance

4. NAME OF PERSON WITH WHOM TO CONFER

Mr. Arthur J. Benner

5. TEL. EXT.

130-45771

LEAVE BLANK	
DATE RECEIVED <i>1/11/74</i>	JOB NO. 174-126
DATE APPROVED NC	

NOTIFICATION TO AGENCY

IN ACCORDANCE WITH THE PROVISIONS OF PUBLIC LAW 91-287 DISPOSAL OF ITEMS MARKED "DISPOSAL APPROVED" IS AUTHORIZED.

1-22-74 *James E. O'Neil*
 DATE *acting* ARCHIVIST OF THE UNITED STATES

6. CERTIFICATE OF AGENCY REPRESENTATIVE:

I hereby certify that I am authorized to act for the head of this agency in matters pertaining to the disposal of records, and that the records described in this list or schedule of 1 pages are proposed for disposal for the reason indicated: ("X" only one)

A The records have ceased to have sufficient value to warrant further retention.

B The records will cease to have sufficient value to warrant further retention on the expiration of the period of time indicated or on the occurrence of the event specified.

JAN 7 1974

(Date)

Russell O. Hess
Russell O. Hess

(Signature of Agency Representative)

Dept. Records Mgt. Officer

(Title)

7. ITEM NO.	8. DESCRIPTION OF ITEM (WITH INCLUSIVE DATES OR RETENTION PERIODS)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
1.	<p><u>CLAIMS CASE FOLDERS</u></p> <p>These claims folders contain all correspondence and other pertinent material accumulated in the process of adjudication of the claim. The award or disallowance determination forms, certain supporting proofs, and other records depicting the payment history of the claim are filed on the left side of the folder. The claims application, other proofs, correspondence, and related documents are filed on the right side of the folder.</p> <p>A. <u>RSI Claims</u></p> <p>1. Disallowed life and death claims, withdrawals, and lump-sum-only claims in which potential entitlement exists.</p> <p>Transfer to the Federal Records Center after being so identified by the Automated Folder Inactivation System. Destroy after 20 years' retention in the FRC.</p>		DISPOSAL APPROVED