Schedule Number: NC1-047-81-01

All items in this schedule are inactive. Items are either obsolete or have been superseded by newer NARA approved records schedules.

Description:

Superseded by GRS 5.2, item 010 (DAA-GRS-2017-0003-0001)
Agency concurred with GRS supersessions per email 12/10/2021.

Date Reported: 12/28/2021
REQUST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

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

1. FROM (AGENCY OR ESTABLISHMENT)
   Department of Health and Human Services

2. MAJOR SUBDIVISION
   Social Security Administration

3. MINOR SUBDIVISION
   Office of Systems

4. NAME OF PERSON WITH WHOM TO CONFER
   Ernest P. Lardieri

5. TEL EXT
   934-5770

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.

D. SIGNATURE OF AGENCY REPRESENTATIVE
   George E. Dean

E. TITLE
   Department Records Management Officer

7. ITEM NO

8. DESCRIPTION OF ITEM
   Form SSA-1405, Transmittal of Magnetic Data, or its Equivalent

   Form SSA-1405, Transmittal of Magnetic Data, or its equivalent used to record the transmission of magnetic data records (tapes, discs, etc.) between SSA buildings. Information on the form consists of designation and receiving information. Copies are maintained by any component or individual handling the records as they are moved.

   Close off file at the end of each month. Destroy 30 days thereafter.

STANDARD FORM 115
Revised April, 1975
Prescribed by General Services Administration
FPMR (41 CFR) 101-11.4