

REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

line

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

1 FROM (AGENCY OR ESTABLISHMENT)
HHS

2 MAJOR SUBDIVISION
SSA

3 MINOR SUBDIVISION
Office of Central Operations

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

5 TEL EXT
594-5770

LEAVE BLANK	
JOB NO NC1-47-83-3	
DATE RECEIVED 1-12-83	
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the disposal request including amendments is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10	
1-13-83 <i>Date</i>	<i>[Signature]</i> <i>Archivist of the United States</i>

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 1/6/83	D SIGNATURE OF AGENCY REPRESENTATIVE <i>[Signature]</i> Dr. George Deal	E TITLE Department Records Management Officer
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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
1.	<p align="center"><u>Records Retention and Disposal Schedule</u> <u>Office of Central Operations</u></p> <p><u>RSI 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. Disallowed life and death claims, withdrawals, and lump-sum only claims in which potential entitlement exists.</p> <p>Transfer to the FRC after being so identified by the Automated Folder Inactivation System (AFIS). Destroy when 10 years old after identification by AFIS.</p> <p>b. Awarded claims where payments have ended, but there is a future potential claimant indicated in the record.</p> <p>Transfer to the FRC after being so identified by the AFIS. Destroy when 15 years old after identification by AFIS.</p>	<p>NC1-47-81-19, <i>item 10</i></p> <p><i>10a</i></p> <p><i>10c</i></p> <p><i>2 items</i></p>	

MASS DATA CHANGE SHEET ATTACHED
Copy to agency, 4-22-83; 88.