

ORIGINAL

H45

REQUEST 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)

**IRS**

2. MAJOR SUBDIVISION

**SSA**

3. MINOR SUBDIVISION

**Office of Hearings and Appeals**

4. NAME OF PERSON WITH WHOM TO CONFER

**Ernest P. Lardieri**

5. TEL EXT

**394-5770**

LEAVE BLANK

JOB NO. **NCI-47-83-10**

DATE RECEIVED **7-8-83**

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the disposal request including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10

**7/12/83** *[Signature]*  
Date Archivist of the United States

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 <b>4/26/83</b>	D. SIGNATURE OF AGENCY REPRESENTATIVE <i>[Signature]</i> <b>Dr. George E. Deal</b>	E. TITLE <b>Department Records Management Officer</b>
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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
	<p><u>Records Retention and Disposal Schedule</u> <u>Headquarters Hearings and Appeals Files</u></p> <p><u>Court Case Record Cards</u></p> <p>Form SSA-550-U4, Court Case Record Card, or its equivalent, is used to record actions taken by a Federal Court in reviewing a litigated claim; the actions of OHA in preparing the case for such review and OHA actions on remand from the court.</p> <p><u>Form SSA-550-U4:</u></p> <ol style="list-style-type: none"> <li>1. Original: File in Appeals File.</li> <li>2. Second and fourth parts: Destroy 1 year after end of fiscal year in which it was placed in inactive card file.</li> <li>3. Third part: If no court remand, file in Appeals File. If case is remanded, destroy immediately after proceedings on remand have concluded.</li> </ol>	<b>old job</b> <b>ARC-47-75-3</b>	

115-107 *no. mass. data change sheet required.*  
*Copy to agency 7/14/83, JFB*

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