Schedule Number: N1-220-98-009

Federal entities may cease operations when they are established as a temporary entity, are abolished, or functions are transferred to state or local government or private control.

Description:

The Commission on Servicemembers and Veterans Transition Assistance was established by Public Law 104-275 (110 Stat. 3346) on October 9, 1996. The Commission terminated ninety days after it submitted its report, on January 14, 1999.
# REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

| TO: NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR)  |
| WASHINGTON, DC  20408 |
| DATE RECEIVED |
| 7-20-98 |

| JOB NUMBER |
| N1-220-98-9 |

## 1. FROM (Agency or establishment)
Commission on Servicemembers and Department of Defense Veterans Transition Assistance

## 2. MAJOR SUBDIVISION
GSB Personnel and Readiness (Force Management Policy)

## 3. MINOR SUBDIVISION
Transition Commission

## 4. NAME OF PERSON WITH WHOM TO CONFERENCE
Mr. Hector Nevarez (703) 696-9457

## 5. TELEPHONE
Commission Support Director

## 6. AGENCY CERTIFICATION
I hereby certify that I am authorized to act for this agency in matters pertaining to the disposition of its records and that the records proposed for disposal on the attached page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified; and that written concurrence from the General Accounting Office, under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies, has been requested.

## 7. ITEM NO.  

## 8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION

### Congressional Commission on Servicemembers and Veterans Transition Assistance

The Commission on Servicemembers and Veterans Transition Assistance was created by Congress under title VII of P.L.104-275, The Veteran’s Benefits Improvements Act of 1996. The Commission was established to conduct a comprehensive review of the adequacy and effectiveness of federal programs that provide transitional services and benefits for service-members and veterans.

1. **Commission Subject File:** Correspondence, meeting records, notes and relating records documenting Commission activities. Includes Commission plan, public and Congressional hearings, Commission roundtable and executive sessions. Arranged by month and year.
   - Permanent. Transfer to the National Archives and Records Administration upon termination.

## 9. GRS OR SUPERSEDED JOB CITATION

## 10. ACTION TAKEN (NARA USE ONLY)

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**PREVIOUS EDITION NOT USABLE**

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<table>
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<th>7. ITEM NO.</th>
<th>8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION</th>
<th>9. GRS OR SUPERSEDED JOB CITATION</th>
<th>10. ACTION TAKEN (NARA USE ONLY)</th>
</tr>
</thead>
</table>
| 2. | **Publication Files:** One copy of each published report, study, pamphlet, booklet, posters, news releases, press kits or other publications by or for the Commission.  
   Permanent. Transfer to the National Archives and Records Administration upon termination of Commission. | | |
| 3. | **Executive Director Files:** Files of the executive director and executive administrative director include correspondence, memoranda, reports, correspondence with Commission members, and cost issues (budget).  
   Permanent. Transfer to the National Archives and Records Administration upon termination of Commission. | | |
| 4. | **Panel Files:** Records, notes, memoranda, briefings correspondence with Federal and state agencies, private companies, organizations, institutions, questionnaires, unpublished staff reports, contractor studies and reports relating to each panel.  
   Temporary. Destroy upon termination of Commission. Information can be found with related roundtable or executive sessions. | | |
| 5. | **Electronic Files:** Records created on computer or word processor. These include Web site, bi-weekly reports, trip reports and roundtable summaries and briefings.  
   Temporary. Electronic version of records created by E-mail if needed for reference, or updating purposes, not to exceed the life of the Commission. | | |

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15-205 Two copies, including original, to be submitted to the National Archives and Records Administration

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