

**REQUEST FOR RECORDS DISPOSITION AUTHORITY**  
(See Instructions on reverse)

LEAVE BLANK

JOB NO.

N1-15-90-3

DATE RECEIVED

12-18-89

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disposal request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10. If no records are proposed for disposal, the signature of the Archivist is not required.

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

1. FROM (Agency or establishment)

Department of Veterans Affairs (VA)

2. MAJOR SUBDIVISION

Veterans Benefits Administration (VBA)

3. MINOR SUBDIVISION

Field Stations

4. NAME OF PERSON WITH WHOM TO CONFER

LORRAINE PERTINO

5. TELEPHONE EXT.

233-3632

DATE

12/21/89

ARCHIVIST OF THE UNITED STATES

*[Signature]*

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 2 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, if required under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies, is attached.

A. GAO concurrence: ☐ is attached; or ☒ is unnecessary.

B. DATE 12/2/89	C. SIGNATURE OF AGENCY REPRESENTATIVE <i>Lynn H. Covington</i> LYNN H. COVINGTON	D. TITLE Director, Paperwork Management and Regulations Service
--------------------	--	--

7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARS USE ONLY)
1.	<p>The record series described pertain to records previously approved for temporary retention by VBA Central Office components.</p> <p>Separated fee-basis employees folders where the employee is removed from the fee roster due to death, or voluntary resignation while <u>not</u> under investigation for any reason by VA or any other organization.</p> <p><u>DISPOSITION:</u> TEMPORARY. Destroy 1 year after permanent removal of individual from fee roster.</p>	NNA-2368	4 items

Copy sent to agency 12/22/89

## REQUEST FOR RECORDS DISPOSITION AUTHORITY -- CONTINUATION

JOB NO.

PAGE

7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARS USE ONLY)
2.	<p>Separated fee-basis employees folders where the employee is removed from the fee roster due to disciplinary reasons, or due to the employee's voluntary resignation while under investigation for any reason by VA or any other organization.</p> <p><u>DISPOSITION:</u> TEMPORARY. Destroy 10 years after permanent removal of the employee from fee roster.</p>	NNA-2368	
3.	<p>Fee personnel (which includes Loan Guaranty appraisers, and compliance inspectors) performance folders containing copies of correspondence relating to the individual's performance, i.e., field reviews, late notices, letters, etc., where the employee is removed from the fee roster due to death, or voluntary resignation while <u>not</u> under investigation for any reason by VA or any other organization.</p> <p><u>DISPOSITION:</u> TEMPORARY. Destroy 1 year after permanent removal of individual from fee roster.</p>	NNA-2368	
4.	<p>Fee personnel (which includes Loan Guaranty appraisers, and compliance inspectors) performance folders containing copies of correspondence relating to the individual's performance, i.e., field reviews, late notices, letters, etc., where the employee is removed from the fee roster due to disciplinary reasons, or due to the employee's voluntary resignation while under investigation for any reason by VA or any other organization.</p> <p><u>DISPOSITION:</u> TEMPORARY. Destroy 10 years after permanent removal of individual from fee roster.</p>	NNA-2368	