

REQUEST FOR RECORDS DISPOSITION AUTHORITY (See Instructions on reverse)		LEAVE BLANK (NARA use only)	
TO: NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) WASHINGTON, DC 20408		JOB NUMBER <i>NI-15-94-5</i>	
1. FROM (Agency or establishment) Department of Veterans Affairs		DATE RECEIVED <i>9-12-94</i>	
2. MAJOR SUBDIVISION Veterans Benefits Administration		NOTIFICATION TO AGENCY In accordance with the provisions of 44 U.S.C. 3303a the disposition request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.	
3. MINOR SUBDIVISION Administrative Support Staff			
4. NAME OF PERSON WITH WHOM TO CONFER Marjorie M. Leandri <i>MICHAEL F. BOYCE</i>	5. TELEPHONE 233-5450 <i>535-8275</i>	DATE <i>2-28-95</i>	ARCHIVIST OF THE UNITED STATES <i>Rudy Huskamp Peterson</i>

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 1 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,

☒ is not required;
 ☐ is attached; or
 ☐ has been requested.

DATE <i>7/15/94</i>	SIGNATURE OF AGENCY REPRESENTATIVE <i>Michael Berger</i>	TITLE Director, Records Management Service
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7. ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
	<p>1. Income Verification Match (IVM) Folders containing copies of Internal Revenue Service (IRS) and Social Security Administration (SSA) information on income. (These records are very sensitive, and are kept in locked files and are to be destroyed at the station by VA employees. The folders cannot be retired to a Federal Records Center or destroyed by a contractor.)</p> <p style="padding-left: 40px;">Destroy folders three years after a final decision has been made.</p> <p>2. IVM Control Log.</p> <p style="padding-left: 40px;">Destroy the control log one year after the destruction of the last folder that was entered into the log.</p> <p style="text-align: center; margin-top: 20px;">RECORD COPY</p> <p><i>Copies sent to agency, NN-E, NNT 2/3/94</i></p>		

115-109

NSN 7540-00-634-4064

PREVIOUS EDITION NOT USABLE

STANDARD FORM 115 (REV. 3-91)

 Prescribed by NARA
 36 CFR 1228

APPROVED:

(Signature)

(723)