REQUEST AUTHORITY
TO DISPOSE OF RECORDS
(See Instructions on Reverse)

LEAVE BLANK DATE RECEIVED

JOB NO.

1976 NOV 4

drawn" in column 10.

15 - 77 - 2

NOTIFICATION TO AGENCY In accordance with the provisions of 44 U.S.C. 3303a the dis-

posal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "with-

TO: GENERAL SERVICES	(See Instructions on Reverse)	
TO: GENERAL SERVICES	ADMINISTRATION,	
	D RECORDS SERVICE, WASHINGTON, D.C.	20408

1. FROM (AGENCY OR ESTABLISHMENT) Veterans Administration

2. MAJOR SUBDIVISION

Department of Data Management

3. MINOR SUBDIVISION

Data Processing Centers

4. NAME OF PERSON WITH WHOM TO CONFER

Mr. W. Harrison

5. TEL. EXT.

3662-3632

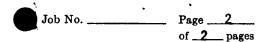
6. CERTIFICATE OF AGENCY REPRESENTATIVE:

Asst. Administrator for Planning and Evaluation

Flanning and Planning and		Evaluation	
(Date) (Signature of Agency Representative)			
7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
	INSURANCE ADP SYSTEM MAGNETIC TAPE FILES		
	ACTUARIAL MAGNETIC TAPE FILES	NN/69-69	
1.	Unit In-Force Tape Files		
1.a.	712 Waiver Record Tape Files created semiannually and containing units extracted from the policy and total disability income provision segments of all insurance policies under disability premium waiver as of June 30 and December 31.		
	20 years unless otherwise advised that further retenti of data is no longer required for actuarial purposes.	on	
2.	Unit In-And-Out Tape Files		
2.a.	Waiver In-and-Out Unit Record Tape Files prepared annuand containing, in random sequence, records which affe a policy in force under disability premium waiver, including new awards.	cted	
	20 years unless otherwise advised that further retenti of data is no longer required for actuarial purposes.	on	
3.	Print Tape Files		
3.a.	Magnetic tape files prepared in accordance with the sy tem design and containing data abstracted or accumulat from other tape files for the sole purpose of printing	ed	

Copy to Agency 12-10-76 CO

STANDARD FORM 115 Revised November 1970 Prescribed by General Services Administration FPMR (41 CFR) 101-11.4 115-105



REQUEST FOR AUTHORITY TO DISPOSE OF RECORDS—Continuation Sheet

7. ITEM NO.	8. DESCRIPTION OF ITEM (WITH INCLUSIVE DATES OR RETENTION PERIODS)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
	report on listing.		
3.a.(1)	Premium Waiver Disability Tape Files prepared semiannually and containing 712 Waiver records sorted by fund.		
	20 years unless otherwise advised that further retention of data is no longer required for actuarial purposes.		
3.a.(2)	All other print tapes		
	15 days after verification and/or release of report on listing.		
	INSURANCE AWARDS (AWDS)	NN/ 6 9-98	
4.	CLOSED Actuarial Tape Files		
4.a.	Magnetic tape files containing the Policy Death and Permanent and Total actuarial unit records removed from the actuarial tape files.		
4.a.(1)	Magnetic tape files containing the unit records as initially extracted by the Insurance Award ADP System operations.		
	After the successful completion of all required processing operations.		
4.a.(2)	Magnetic tape files containing certified cases only, cut from 55 to 45 characters, and sorted by fund and policy number.		
	20 years unless otherwise advised that further retention of data is no longer required for actuarial purposes.		