

INACTIVE - ALL ITEMS SUPERSEDED OR OBSOLETE

Schedule Number: NC1-015-78-09

All items in this schedule are inactive. Items are either obsolete or have been superseded by newer NARA approved records schedules.

Description:

Superseded by NC1-015-81-09

Date Reported: 04/28/2021

INACTIVE - ALL ITEMS SUPERSEDED OR OBSOLETE

REQUEST FOR RECORDS
(See Instructions)

SUBMISSION AUTHORITY
(reverse)

LEAVE BLANK

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

1. FROM (AGENCY OR ESTABLISHMENT)
Veterans Administration

2. MAJOR SUBDIVISION
Office of Data Mgmt. & Telecommunications

3. MINOR SUBDIVISION
Data Processing Center

4. NAME OF PERSON WITH WHOM TO CONFER

M. Di Nunzio

5. TEL. EXT.

389-3662

NC 1 15 78 9

DATE RECEIVED

SEP 12 1978

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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10.

10-10-78 *James E. O'Neil*
Date **ACTING** 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 2 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 9-5-78	D. SIGNATURE OF AGENCY REPRESENTATIVE <i>A. H. Corley, Jr.</i>	E. TITLE Director, Management Services
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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
	BOOKS AND PERIODICALS ADP SYSTEM <u>MASTER FILES</u> 1. Title Master File 2. Subscription Master File 3. Name and Address Master File <u>Destroy prior year tape data 1 month after successful completion of current year processing.</u> (Continued)		

Sent to NNA NNM & Gend M 10-2-78

Request for Records Disposition Authority - Continuation

JOB NO.

PAGE OF

2 OF 2

7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
	<u>PROCESSING FILES</u>		
4.	Bid Summary File		
5.	Subscription Expiry Year File		
6.	Subscription Transaction File		
7.	Periodical File		
8.	Valid Book Number File		
	<u>Destroy prior year data 1 month after successful completion of current year processing.</u>		