

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

9/22/81

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

1. FROM (AGENCY OR ESTABLISHMENT)

Veterans Administration

2. MAJOR SUBDIVISION

Department of Veterans Benefits

3. MINOR SUBDIVISION

Field Station - VARO Manila, Philippines

4. NAME OF PERSON WITH WHOM TO CONFER

Marjorie M. Leandri

5. TEL EXT

389-3632

LEAVE BLANK

JOB NO

NC1-5-81-26

DATE RECEIVED

Sept. 22, 1981

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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10.

10-15-81  
Date

[Signature]  
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 1 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

D. SIGNATURE OF AGENCY REPRESENTATIVE

E. TITLE

9-16-81

Mrs. Maureen DiNunzio

Director, Management Services

7. ITEM NO

8. DESCRIPTION OF ITEM  
(With Inclusive Dates or Retention Periods)

9. SAMPLE OR  
JOB NO.

10. ACTION TAKEN

No. 1000 Military Service

Claims Folders (non-veteran folders located at the VA Regional Office, Manila Philippines).

a. HARD COPY. Temporary. Destroy immediately after conversion to microfilm and the verification of the microfilm for accuracy.

b. MICROFILM

(1) Master and one positive copy. Temporary. Retire to FARC. Destroy in the year 2017.

(2) Reference Copy. Temporary. Destroy when no longer needed for reference purposes. Copy to be maintained in Manila.

VA certifies that the records covered by this request will be microfilmed in accordance with the standards set forth in 41 CFR 101-11.506, and stored in accordance with the standards for permanent records as set forth in 101-11.507 and 101-11.508. The first inspection of the microfilm, as required by 101-11.507-2, will take place two years after microfilming has been completed.

Not Deleted  
jm

3 items

\* Changes deletion made per telecon:

Wallace/Horne, 9/24/81

Closed Out: 11-5-81: R.T.D.

Copy to Agency  
5/1/81