

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

LEAVE BLANK	
JOB NO  <b>NCI-15-82-13</b>	
DATE RECEIVED <b>JUNE 17, 1982</b>	
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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10.	
<b>7-8-82</b> Date	<i>[Signature]</i> Archivist of the United States

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 Stations

4. NAME OF PERSON WITH WHOM TO CONFER

Mrs. M. M. Leandri

5. TEL. EXT.

389-3662

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 <b>3-16-82</b>	D. SIGNATURE OF AGENCY REPRESENTATIVE <i>Maureen Di Nunzio</i> MRS. MAUREEN DINUNZIO	E. TITLE Director, Information and Regulations Staff
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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
	VARMS (Veterans Appeals Records Management System) program conversion and output documents		
1	VA Form 1-670, parts 2, 3, and 4, Appeals Record Card File (use discontinued as of 4/1/78)  Destroy immediately	II NNA 2150, Item 1 RCS VB-1 Pt. I Item 3-003.1	
2	VA Form 20-8772, Veterans Appeals Record Code Sheet, Copy 2  Remove from veteran's claims folder after final appeal decision has been rendered and destroy immediately.		
3	Master Listing (except summary totals)  Destroy after receipt of the succeeding listing		
4	Summary Totals on Last Page of the Master Listings For the Months of January, April, July and October  Destroy 15 months after date listing was generated.		

115-107

*No new data charge required.*  
*Closed out: 7-14-82: CM*  
*Copy to agency*

**STANDARD FORM 115**  
Revised April, 1975  
Prescribed by General Services  
Administration  
FPMR (41 CFR) 101-11.4