

REQUEST FOR RECORDS DISPOSITION AUTHORITY

(See Instructions on reverse)

HEALTH & HUMAN SERVICE

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

1 FROM (AGENCY OR ESTABLISHMENT)
HHS

2 MAJOR SUBDIVISION

SSA

3 MINOR SUBDIVISION Field
Office of ~~General~~ Operations

4. NAME OF PERSON WITH WHOM TO CONFER

5 TEL EXT

Ernest P. Lardieri

594-5770

LEAVE BLANK

JOB NO

101-17-83-8

DATE RECEIVED

3-16-83

NOTIFICATION TO AGENCY

In accordance with the provisions of 44 U.S.C. 3303a the disposal request is included as an amendment, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10

8-23-83

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
3/14/83

D SIGNATURE OF AGENCY REPRESENTATIVE

[Signature]
Dr. George Deal

E TITLE

Department Records Management Officer

7
ITEM NO

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

9.
SAMPLE OR
JOB NO

10.
ACTION TAKEN

Records Retention and Disposal Schedule
Office of ~~General~~ Operations
Field

Abandoned Claims Folders

These claims occur when an application for a claim has been filed, but no social security number can be assigned*, and the worker cannot be located. They are thus considered as an abandoned claim. These claims are disallowed for lack of insured status.

Destroy when 4 years old.

*to the claim
(GED)

1 item