

REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

LEAVE BLANK

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

JOB NO.

NI-15-87-7

DATE RECEIVED

4-21-87

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

5. TELEPHONE EXT.

Mrs. Marjorie M. Leandri

233-3632

6. CERTIFICATE OF AGENCY REPRESENTATIVE

DATE

ARCHIVIST OF THE UNITED STATES

7-7-87

Donald S. Bandy

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; and that written concurrence from the General Accounting Office, if required under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies, is attached.

A. GAO concurrence: is attached; or is unnecessary.

B. DATE	C. SIGNATURE OF AGENCY REPRESENTATIVE	D. TITLE
4/15/87	<i>Lynn H. Covington</i> LYNN H. COVINGTON	Director, Paperwork Management and Regulations Service

7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARS USE ONLY)
	<p>Loan Guaranty Folders. Guaranteed or Insured loan folders, other than paid in full, which are not in default and on which no claim has been paid and no action is pending by VA including mobile home loans on which no claims have been paid following liquidation but loans remain in effect with continuation of liability (resale cases) under 38 U.S.C. 1820.</p> <p>Disposition: Retire to Federal records centers annually all folders on which evidence of guaranty or insurance was issued 1 calendar year prior to the January 1 transaction period of the current retirement year. Destroy 35 years from the date of retirement to a Federal records center.</p> <p>Retire to Federal Records Centers annually all inactive folders, that is folders on which evidence of guaranty or insurance was issued 1 calendar year prior to the January 1 transaction period of the current retirement year. Destroy 35 years after the year in which the file becomes inactive.</p> <p>The change in disposition for this item has been approved by: Agency Representative Donald Howell and NARA Appraisal Archivist Nancy Miller per telephone conversation of June 9, 1987.</p>	NC1-15-79-13	