Schedule Number: NC1-015-76-13

Some items in this schedule are either obsolete or have been superseded by new NARA approved records schedules. This information is accurate as of: 04/28/2021

ACTIVE ITEMS
These items, unless subsequently superseded, may be used by the agency to disposition records. It is the responsibility of the user to verify the items are still active.

Items 4, 5, and 6 remain active.

SUPERSEDED AND OBSOLETE ITEMS
The remaining items on this schedule may no longer be used to disposition records. They are superseded, obsolete, filing instructions, non-records, or were lined off and not approved at the time of scheduling. References to more recent schedules are provided below as a courtesy. Some items listed here may have been previously annotated on the schedule itself.

Item 1 was superseded by N1-015-91-004 item 1

Item 2 was superseded by N1-015-91-004 item 2

Item 3 was superseded by N1-015-91-004 item 3

6 items

TO: GENERAL SERVICES ADMINISTRATION,
NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, D.C. 20408

	LEAVE BLANK	
DATE RECEIVED DEC 1 1975	JOB NO.	

NC1-15-76-13

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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10.

12-23-75 *James S. O'Neill*
Date ACTING Archivist of the United States

1. FROM (AGENCY OR ESTABLISHMENT)
Veterans Administration

2. MAJOR SUBDIVISION
Central Office and Field

3. MINOR SUBDIVISION
Fiscal Divisions - Field Stations

4. NAME OF PERSON WITH WHOM TO CONFER
H. D. Thombs   IDS

5. TEL. EXT.
148-3662

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 _2_ page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified.

11/25/75
(Date)

BLAKE E. TURNER
(Signature of Agency Representative)

Assistant Administrator for
Planning and Evaluation
(Title)

7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
	FISCAL RECORDS		
1.	Centralized Accounts Receivable System (CARS), Output Transaction Listings		
	DAILY LISTINGS		
	a. Collections Edit List		
	b. Collections Reconciliation List		
	c. Miscellaneous Edit List		
	d. Transaction Balance Listing		
	e. Master Record Extract Listing		
	f. Transaction Processor Listing		
	g. Transactions Accepted Listing		
	h. Separation Run Listing		
	i. Hines, DPC Split Listing		
	j. Record Printout Listing		
	k. Master Record Update Listing		
	WEEKLY LISTINGS		
	l. Address Update Listing		
	m. Letter Match Listing		
	MONTHLY LISTINGS		
	n. Monthly Recap Listing		
	Destroy 60 days after microfilming and after ascertaining that the microphotographic copies are adequate substitutes for the original records.		

Copy to Agency 12-29-75

STANDARD FORM 115
Revised November 1970
Prescribed by General Services
Administration
FPMR (41 CFR) 101-11.4
115-105

Standard Form No. 115a
Revised November 1951
Prescribed by General Services Administration
GSA Reg. 3-IV-106

Job No. _____ Page __2__
of __2__ pages

REQUEST FOR AUTHORITY TO DISPOSE OF RECORDS—Continuation Sheet

7. ITEM NO.	8. DESCRIPTION OF ITEM (WITH INCLUSIVE DATES OR RETENTION PERIODS)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
2.	Centralized Accounts Receivable, Folder Files Destroy after microfilming and after ascertaining that the microphotographic copies are adequate substitutes for the folder file records.		
3.	Centralized Accounts Receivable, Random File Destroy 90 days after microfilming and after ascertaining that the microphotographic copies are adequate substitutes for the random file records.		
4.	Out of Balance Listings and Out of Balance Reports, Payroll Activity Destroy after 3 years and after audit clearance of related pay records by the Fiscal Audit Division, Internal Audit Service.		
5.	Record of Payment for Flight Training Course Destroy 1 year after the close of the fiscal year in which the flight training course was completed and after audit by the Fiscal Audit Division, Internal Audit Service.		
6.	VA Form 22-6553, Verification of Pursuit of Course Leading to a Standard College Degree (Chapters 34 & 35, Title 38 U.S.C.) Destroy 6 months after processing has been completed. Simultaneous separate submission to Records Management and Services Branch, GAO. Prior to disposal of these records, consideration will be given to the moratorium on disposal of ADP records, pending outcome of the Federal anti-trust suit against IBM.		