Request for Records Disposition Authority

Records Schedule Number

DAA-0566-2016-0010

Schedule Status

Approved

Agency or Establishment

Citizenship and Immigration Services

Record Group / Scheduling Group

Records of U.S. Citizenship and Immigration Services

Records Schedule applies to

Agency-wide

Schedule Subject

Legacy Immigration and Naturalization Service (INS) APPLICATION

FOR CARD OF IDENTIFICATION (DSP-52)

Internal agency concurrences will

be provided

No

Background Information

NOTE: This schedule applies only to Legacy INS forms created and used prior to the formation of U.S. Citizenship and Immigration Service on March 1, 2003. It should not be construed as applying to items generated subsequent to the creation of USCIS and/or already placed in Immigration Files.

APPLICATION FOR CARD OF IDENTIFICATION

The Application for Card of Identification was used by native or naturalized citizens of the United States in crossing the border between the United States and Mexico. The application was identified as:

- Budget Bureau No. 47-R-039 and later as
- Budget Bureau No. 47-R-039.2 / FORM DSP 52.

The "Application for Card of Identification" resulted in the possible creation of a "Card of Identification for Use on the Mexican Border" also referred to as the FS-225-B. The FS-225-B was issued between 1943 and the end of 1961 for the purpose of crossing the border from Mexico.

This schedule only applies to the "Application for Card of Identification" regardless of form number and does NOT apply to the actual "Card of Identification".

Exception:

Records that are linked to national security, law enforcement, fraud, administrative investigations or actions, congressional inquiries or similar matters may be extended beyond the applicable retention period in five-year increments.



Item Count

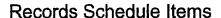
Number of Total Disposition Items	Number of Permanent	Number of Temporary	Number of Withdrawn
	Disposition Items	Disposition Items	Disposition Items
1	1	0 (0

GAO Approval



Outline of Records Schedule Items for DAA-0566-2016-0010

Sequence Number	
1	DSP-52 and Similar Forms
	Disposition Authority Number: DAA-0566-2016-0010-0001



Sequence Number

1 DSP-52 and Similar Forms

Disposition Authority Number DAA-0566-2016-0010-0001

Final Disposition Permanent

Item Status Active

Is this item media neutral?

Explanation of limitation These are legacy records and were only created in

paper format.

Do any of the records covered by this item currently exist in electronic format(s) other than email and word processing?

No

Disposition Instruction

Transfer to the National Archives

for Accessioning

Transfer to the National Archives immediately after

approval of retention schedule

Additional Information

First year of records accumulation 1943

End year of records accumulation 1962

1962

What will be the date span of the

initial transfer of records to the

National Archives?

From 1943 To 1962

How frequently will your agency transfer these records to the

National Archives?

Unknown One-Time

	Estimated Current Volume	Annual Accumulation
Electronic/Digital		
Paper	150 Cubic feet	
Microform		

Records Schedule: DAA-0566-2016-0010

Hardcopy or Analog Special Media		
-------------------------------------	--	--



Agency Certification

I hereby certify that I am authorized to act for this agency in matters pertaining to the disposition of its records and that the records proposed for disposal in this schedule are not now needed for the business of the agency or will not be needed after the retention periods specified.

Signatory Information

Date	Action	Ву	Title	Organization
03/17/2016	Return to Submitte r	Joseph Martinez	Records Officer	US Citizenship and Immigration Services - Policy and Implementation Branch
04/07/2016	Certify	Joseph Martinez	Records Officer	US Citizenship and Immigration Services - Policy and Implementation Branch
03/10/2017	Return for Revisio n	Rachel BanTonkin	Supervisor, ACNR A ppraisal Team 1	National Archives and Records Administration - Records Management Services
03/10/2017	Submit For Certific ation	Joseph Martinez	Records Officer	US Citizenship and Immigration Services - Policy and Implementation Branch
03/10/2017	Certify	Joseph Martinez	Records Officer	US Citizenship and Immigration Services - Policy and Implementation Branch
04/12/2017	Submit for Concur rence	Rachel BanTonkin	Supervisor, ACNR A ppraisal Team 1	National Archives and Records Administration - Records Management Services
04/19/2017	Concur	Margaret Hawkins	Director of Records Management Servic es	National Records Management Program - ACNR Records Management Serivces
04/19/2017	Concur	Margaret Hawkins	Director of Records Management Servic es	National Records Management Program - ACNR Records Management Serivces
04/20/2017	Approve	David Ferriero	Archivist of the Unite d States	Office of the Archivist - Office of the Archivist