

Outputs are scheduled under GRS 4.3, item 30. CLAIMS 3 MF reports can be generated when needed based on receipt number, A-Number, or other query-able data set.

System Documentation is scheduled under GRS 3.1, item 50.

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.

This schedule supports:

- The USCIS initiative to move from paper to electronic records in compliance with the media neutral guidance found in 36 CFR § 1225.24 and the E-Government Act of 2002.

- This schedule also complies with GRS 4.3, Items 10 and 11 (for previously scheduled records).

Specific Restrictions: 8 USC §§ 208.6 and 1367

Specific Legal Requirements: 8 USC §§ 1101, 1181, and 1185

Item Count

Number of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items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

GAO Approval

Outline of Records Schedule Items for DAA-0566-2016-0013

Sequence Number	
1	Master File
	Disposition Authority Number: DAA-0566-2016-0013-0001

Records Schedule Items

Sequence Number	
1	<p data-bbox="375 417 526 449">Master File</p> <p data-bbox="375 470 1146 502">Disposition Authority Number DAA-0566-2016-0013-0001</p> <p data-bbox="375 523 1451 629">Data elements may include, but are not limited to: name, address, gender, birth date, nationality, marital status, place and date of marriage, A-File Number, and information regarding family members and relatives.</p> <p data-bbox="375 651 924 683">Final Disposition Temporary</p> <p data-bbox="375 704 859 736">Item Status Active</p> <p data-bbox="375 757 829 789">Is this item media neutral? Yes</p> <p data-bbox="375 810 829 927">Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing? Yes</p> <p data-bbox="375 949 829 1034">Do any of the records covered by this item exist as structured electronic data? Yes</p> <p data-bbox="375 1055 1008 1119">GRS or Superseded Authority Citation N1-566-08-12 / 2</p> <p data-bbox="375 1151 675 1183">Disposition Instruction</p> <p data-bbox="375 1204 1476 1310">Retention Period Destroy 50 year(s) after last completed action. (Last action may include: adjudication date / address change)</p> <p data-bbox="375 1353 675 1385">Additional Information</p> <p data-bbox="375 1406 959 1438">GAO Approval Not Required</p>

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	By	Title	Organization
05/26/2016	Certify	Joseph Martinez	Records Officer	US Citizenship and Immigration Services - Policy and Implementation Branch
08/10/2016	Return for Revision	Ashby Crowder	Archives Specialist	National Archives and Records Administration - ACRA
08/10/2016	Submit For Certification	Joseph Martinez	Records Officer	US Citizenship and Immigration Services - Policy and Implementation Branch
08/23/2016	Certify	Joseph Martinez	Records Officer	US Citizenship and Immigration Services - Policy and Implementation Branch
09/26/2016	Submit for Concurrence	Ashby Crowder	Archives Specialist	National Archives and Records Administration - ACRA
09/27/2016	Concur	Margaret Hawkins	Director of Records Management Services	National Records Management Program - ACNR Records Management Services
09/27/2016	Concur	Margaret Hawkins	Director of Records Management Services	National Records Management Program - ACNR Records Management Services
09/28/2016	Approve	David Ferriero	Archivist of the United States	Office of the Archivist - Office of the Archivist