

National Archives and Records Administration  
REQUEST FOR DISPOSITION AUTHORITY

Records Schedule Number: DAA-0566-2023-0002

Status: APPROVED  
Date Approved: 02/09/2024

---

## General Information

Agency or Establishment	United States Citizenship and Immigration Services
Record/Scheduling Group	0566 - Records of U.S. Citizenship and Immigration Services
Records Schedule Applies To	Agency-wide
Schedule Subject	USCIS Naturalization Petition Briefs, Admitted Slips (1906-1929) and Naturalization Field Petition Files, and Vertical Files (aka P-FILES) (1929-1950).
Additional Schedule Information	These records consist of naturalization petition briefs (1906-1929) and naturalization petition files (1929-1950). A Naturalization Examiners' role was to recommend or not recommend to the court a given applicant for naturalization. Initially, examiners entered a summary of action taken on each naturalization petition on U.S. Naturalization Service Form 2328 (or its equivalent), known as a "petition brief" or "admitted slip." The Examiners' role became larger in the late 1920s and post-1929 petition files are more substantial than those of the earlier period, often including correspondence, affidavits, transcripts of depositions, and other investigatory materials. Each INS District maintained its own petition files.
Is There a Classified Version of This Schedule?	No
Is consultation and coordination with Tribal Governments required?	No - the records covered by this schedule do not implicate Tribal interests

National Archives and Records Administration  
REQUEST FOR DISPOSITION AUTHORITY

Records Schedule Number: DAA-0566-2023-0002

Status: APPROVED  
Date Approved: 02/09/2024

---

## Item Count

Total number of disposition items: 2

Number of Temporary disposition items: 0

Number of Permanent disposition items: 2

Number of Items with Disposition Not Approved: 0

Number of Inactive disposition items: 0

National Archives and Records Administration  
REQUEST FOR DISPOSITION AUTHORITY

Records Schedule Number: DAA-0566-2023-0002

Status: APPROVED  
Date Approved: 02/09/2024

---

Outline of Records Schedule Items for DAA-0566-2023-0002

<b>Item #</b>	<b>Title</b>	<b>Disposition</b>
0001	USCIS Naturalization Petition Briefs (1906-1929).	Permanent
0002	USCIS Naturalization Petition Files (1929-1950).	Permanent

National Archives and Records Administration  
REQUEST FOR DISPOSITION AUTHORITY

Records Schedule Number: DAA-0566-2023-0002

Status: APPROVED  
Date Approved: 02/09/2024

Records Schedule Items

<b>DAA-0566-2023-0002-0001</b>		<b>STATUS: Active</b>
<b>ITEM GENERAL INFORMATION</b>		
Item Title	USCIS Naturalization Petition Briefs (1906-1929).	
Item Description	Naturalization Service Form 2328 (aka "Petition Brief" or "admitted slip") used by field examiners to record information about the disposition of each application for naturalization. Data called for by the form: Petition number, court, date filed, date and place of prior declaration, name, residence, nationality, and business of petitioner, name, residence, and business of two witnesses, results of examination, dates and reasons for any adjournments, and date and results of final hearing. Some briefs have additional documentation attached. Arrangement of the records varied by district office. Generally, "admitted slips" were filed separately from "denied." Files are usually arranged by year, then alphabetically by name of petitioner or numerically by petition number. Occasionally, files are arranged chronologically by date of filing.	
Is this item media neutral?	Yes	
Is this item a Big Bucket?	No	
<b>SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS</b>		
Does this item supersede existing disposition authorities?	Yes	
	Superseded Items	
Superseded Item	Item Superseded in Part?	Explanation
NN-168-102 / 1	No	
Is this item a deviation from the GRS?	No	
<b>DISPOSITION INSTRUCTION</b>		
Final Disposition	Permanent	
Cutoff Instructions	There is no cutoff instruction	
Are there multiple instructions for this item?	No	
Transfer Instruction	Other: Transfer to the National Archives after required finding aid is created and records have been appropriately arranged.	
<b>ADDITIONAL INFORMATION</b>		
Current Records Format	Paper-based textual records:21,651 Cubic feet	

National Archives and Records Administration  
REQUEST FOR DISPOSITION AUTHORITY

Records Schedule Number: DAA-0566-2023-0002

Status: APPROVED  
Date Approved: 02/09/2024

Are any of the records covered by this item subject to a FOIA exemption?	Yes
FOIA Exemption(s)	FOIA (b)(6) Personal Information, FOIA (b)(7c) Law Enforcement, FOIA (b)(7e) Law Enforcement, FOIA (b)(1) National Security

DAA-0566-2023-0002-0002		STATUS: Active	
<b>ITEM GENERAL INFORMATION</b>			
Item Title	USCIS Naturalization Petition Files (1929-1950).		
Item Description	<p>These files, dating c. 1929 to 1950, consist of granted and denied naturalization petitions and related records which were maintained in the various field offices of INS. Significant documents include: the triplicate copy of the petition for naturalization; investigative reports; originals of applications for certificate of arrival and preliminary form for petition for naturalization and for a declaration of intention; fingerprint records; statements of fact used in making and filing petitions and examiners' notes and related papers. They contain documentation of all "matters leading to presentation to the courts." Some of the records contained in these files are duplicated in Central Office C-Files (copies of declaration and petition). However, certain investigative material and information pertaining to denied petitions is not available. Petition files are generally filed the petitions by court number, then by petition number.</p>		
Is this item media neutral?	Yes		
Is this item a Big Bucket?	No		
<b>SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS</b>			
Does this item supersede existing disposition authorities?	Yes		
	Superseded Items		
Superseded Item	Item Superseded in Part?	Explanation	
NN-168-102 / 1	No		
Is this item a deviation from the GRS?	No		
<b>DISPOSITION INSTRUCTION</b>			
Final Disposition	Permanent		

National Archives and Records Administration  
REQUEST FOR DISPOSITION AUTHORITY

Records Schedule Number: DAA-0566-2023-0002

Status: APPROVED  
Date Approved: 02/09/2024

Cutoff Instructions	There is no cutoff instruction
Are there multiple instructions for this item?	No
Transfer Instruction	Other: Transfer to the National Archives after required finding aid is created and records have been appropriately arranged.
<b>ADDITIONAL INFORMATION</b>	
Current Records Format	Paper-based textual records:21,651 Cubic feet
Are any of the records covered by this item subject to a FOIA exemption?	Yes
FOIA Exemption(s)	FOIA (b)(6) Personal Information, FOIA (b)(7c) Law Enforcement, FOIA (b)(7e) Law Enforcement, FOIA (b)(1) National Security

National Archives and Records Administration  
REQUEST FOR DISPOSITION AUTHORITY

Records Schedule Number: DAA-0566-2023-0002

Status: APPROVED  
Date Approved: 02/09/2024

---

Signatory Information

<b>Action</b>	<b>User</b>	<b>Date</b>
Accept	Ashby Crowder	08/25/2023
Approve	Colleen Shogan	02/09/2024