REQUEST FOR RECORDS DISPOSITION AUTHORITY	JOB NUMBER
	NI-566-08-14

To: NATIONAL ARCHIVES and RECORDS ADMINISTRATION 8601 Adelphi Road, College Park, MD 20740-6001	DATE RECEIVED *4/16/08*

1 FROM (Agency or establishment) Department of Homeland Security	**NOTIFICATION TO AGENCY**
2 MAJOR SUBDIVISION Citizen and Immigration Services (CIS)	In accordance with the provisions of 44 U.S.C. 3303a, the disposition request, including amendments, is approved except for items that may be marked ☐disposition not approved☐ or ☐withdrawn☐ in column 10.
3 MINOR SUBDIVISION Service Center Operations	

4 NAME OF PERSON WITH WHOM TO CONFER James Chiang	5 TELEPHONE 202-272-1511	DATE *7/18/08*	ARCHIVIST OF THE UNITED STATES

6 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 on the attached __ page(s) are not needed now 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, under the provisions of Title 8 of the GAO manual for Guidance of Federal Agencies,

☒ is not required; ☐ is attached; or ☐ has been requested.

DATE 4-16-08	SIGNATURE OF AGENCY REPRESENTATIVE	TITLE USCIS Records Officer

7 Item No	8 DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARA USE ONLY)
	Citizenship and Immigration Services Centralized Oracle Repository (CISCORS) CISCORS is a database consolidation of the five Service Center CLAIMS 3 LAN databases. Currently CLAIMS 3 LAN at each service center does not link to other center's system. By having a replica of five center's database in one location, this consolidated database provides both enterprise and local reporting and program management capabilities. Specific Restrictions: None Specific Legal Requirements: 8 USC §§ 1101, 1181, and 1185 Vital Records: Yes		

STANDARD FORM SF 115 (REV 3-91)
Prescribed by NARA 36 CFR 1228

1. Inputs:

Applications and Petitions. The system backs up personal and biographical information from the five service centers' CLAIMS 3 LAN system, where the centers extracted the information from various applications and petitions (that have approved disposition schedules).

DISPOSITION: Temporary. Delete/Destroy after each CLAIMS 3 LAN data refresh This disposition applies only to input documents that are not considered Receipt File or A-File content. (Input that becomes part of a Receipt File or A-File must be retained according to the specific retention schedules governing their disposition).

2. Master File:

Types of data elements may include name, address, sex, birth date, nationality, marital status, place and date of marriage, A-File Number, Social Security Number (if any), information regarding family members and relatives

DISPOSITION· Temporary. Delete/Destroy after each CLAIMS 3 LAN data refresh.

3. Outputs:
CISCORS reports can be generated when needed based on receipt number, A-Number, or other query-able data set.

DISPOSITION: Temporary. Delete/Destroy when no longer of reference value

4. System Documentation:

DISPOSITION: Temporary. Delete/Destroy when system is superseded, obsolete, or no longer needed for agency business

Privacy Act Restriction· 552a(b)(3)

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