

Request for Records Disposition Authority
(See Instructions on reverse)

Leave Blank (NARA use only)

To National Archives and Records Administration (NARA)
Washington, DC 20408

Job Number **N1-567-08-2**
Date Received **2/20/08**

- 1 From (Agency or establishment)
Immigration and Customs Enforcement (ICE)
- 2 Major Subdivision
Office of Investigations
- 3 Minor Subdivision

Notification to Agency
In accordance with the provisions of 44 USC 3303a, the disposition request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10

4 Name of Person with whom to confer: **Joseph Gerhart**
5 Telephone (include area code): **202-305-3014**
Date: **3/12/08** Archivist of the United States: *Ala. W...*

6 Agency Certification

I hereby certify that I am authorized to act for this agency in the matters pertaining to the disposition of its records and that the records proposed for disposal on the attached _____ page(s) are not needed 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

Signature of Agency Representative: *Joseph Gerhart* Title: **Records Management Branch Chief** Date (mm/dd/yyyy): **08/11/2008**

Item Number	8 Description of Item and Proposed disposition	9 GRS OR Superseded Job Citation	10 Action taken (NARA Use Only)
	<p>Office of Investigations (OI), Confidential Informant Files These files are created by investigators utilizing a paid individual for information. The files will consist of the following instructions to the informant, the informant's photo, fingerprints, contact information, emergency contact information, payment history, handwriting sample, report of investigation, informant service card, etc</p> <p>Disposition: Temporary Cut off at end of FY in which file is closed Transfer to FRC 5 yrs after cut off Destroy 50 yrs after cut off</p> <p>Note: Handle as sensitive information</p>	<p>N1-36-86-1 161, 8-9</p>	

SA 8/27/08 copies sent to Agency/AR



National Archives and Records Administration

8601 Adelphi Road
College Park, Maryland 20740-6001

JH 5-29-08

Date: March, 27 2008
Appraiser: Ivan King, NWML
Agency: U.S. Immigration and Customs Enforcement (ICE)
Subject: N1-567-08-2

INTRODUCTION

Schedule Overview

Confidential Informant Files

Overall Recommendation

I recommend approval of the attached schedule.

APPRAISAL

Item 1: Office of Investigations (OI), Confidential Informant Files

These records were previously scheduled by the Immigration and Naturalization Service, prior to the creation of the Department of Homeland Security and ICE. ICE is submitting this schedule to obtain media neutrality and current record group number assignment for these records, as a part of its records identification and reorganization project. The disposition and retention period remain unchanged from the previously approved authority.

Proposed Disposition: Temporary

Appropriateness of Proposed Disposition: Appropriate

Appraisal Justification:

*Previously approved as temporary (N1-36-86-1, items 8 and 9)

Adequacy of Proposed Retention Period: Adequate from the standpoint of legal rights and accountability.

Media Neutrality: Requested and approved.



IVAN K. KING
Life Cycle Management Division