

**REQUEST FOR RECORDS DISPOSITION AUTHORITY**

*(See Instructions on reverse)*

LEAVE BLANK

JOB NO

N1-65-88-2

TO **GENERAL SERVICES ADMINISTRATION  
NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408**

DATE RECEIVED

11-6-87

1 FROM (Agency or establishment)

Department of Justice

2 MAJOR SUBDIVISION

Federal Bureau of Investigation

3 MINOR SUBDIVISION

Records Management Division

4 NAME OF PERSON WITH WHOM TO CONFER

Robert W. Scherrer


5 TELEPHONE EXT

324-2307

DATE

3/6/88

ARCHIVIST OF THE UNITED STATES




NOTIFICATION TO AGENCY  
In accordance with the provisions of 44 U.S.C. 3303a the disposal request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10. If no records are proposed for disposal, the signature of the Archivist is not required.

6 CERTIFICATE OF AGENCY REPRESENTATIVE

I hereby certify that I am authorized to act for this agency in matters pertaining to the disposal of the agency's records, that the records proposed for disposal in this Request of 1 page(s) are not now 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, if required under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies, is attached

A GAO concurrence  is attached, or  is unnecessary

B DATE	C SIGNATURE OF AGENCY REPRESENTATIVE	D TITLE
11/4/87		Section Chief, Records Section Records Management Division

7 ITEM NO	8 DESCRIPTION OF ITEM <i>(With Inclusive Dates or Retention Periods)</i>	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN <i>(NARS USE ONLY)</i>
1.	<p>Visa Applicant (105-7) Correspondence.</p> <p>Individual documents generated by the United States Department of State and the Immigration and Naturalization Service, related to individuals who have applied for visas or who have been issued visas to enter the United States. No investigations have been or are being conducted on the individuals. The documents are filed in the 105-7 and sub files, contain no indexing and are, therefore, not retrievable by name. The documents serve no investigative or administrative need and consume valuable resources to enter data into an automated system designed for accountability and retrieval purposes. Growth is estimated at 6 cubic feet per month and documents identified with this category are being withheld from the processing functions to eliminate unnecessary filing. Destruction authority will include the current backlog and future accumulations.</p> <p>A. Documents filed in the Central Records System. <u>DESTROY</u> as detected.</p> <p>B. Remaining documents. <u>DESTROY</u> upon receipt after determination is made that no other record exists.</p>		