

<b>REQUEST FOR RECORDS DISPOSITION AUTHORITY</b> (See Instructions on reverse)		<b>LEAVE BLANK (NARA use only)</b>	
10. NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) WASHINGTON, DC 20408		JOB NUMBER	N1-085-96-2
1. FROM (Agency or establishment) Department of Justice		DATE RECEIVED	1-29-96
2. MAJOR SUBDIVISION Immigration and Naturalization Service		NOTIFICATION TO AGENCY	
3. MINOR SUBDIVISION		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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.	
4. NAME OF PERSON WITH WHOM TO CONFER	5. TELEPHONE	DATE	ARCHIVIST OF THE UNITED STATES
Nancy J. Mann	(202) 616-2573	11-14-96	WITHDRAWN

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 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, 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	SIGNATURE OF AGENCY REPRESENTATIVE	TITLE
1/18/96	<i>Debra House</i>	Assistant Director Records Policy & Analysis

7. ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
	<p><b>POLITICAL APPOINTEE CLEARANCE AND VETTING FILES</b></p> <p>Files consist of records resulting from the consideration and employment of individuals for non-career positions. Documentation may include correspondence, applications for employment, resumes, background information about individuals, copies of financial disclosure forms, security clearance checklists, and other documentation for political appointees. (Note: Documents are not housed in a centralized file, but are maintained by appropriate Program Offices, e.g., Offices of Security, General Counsel, and Management. Files on White House clearance and vetting are maintained by the Office of the Deputy Attorney General.)</p> <p>a. Appointees. Destroy at the end of the Presidential administration during which the individual is hired, except for any original material appropriate for filing in OPFs, which should be maintained in those files.</p> <p>b. Non-Appointees. Close file on termination of consideration. Destroy 1 year after file is closed but not later than the end of the Presidential administration during which the individual is considered.</p>		WITHDRAWN