

INACTIVE - ALL ITEMS SUPERSEDED OR OBSOLETE

Schedule Number: NC1-085-78-06

All items in this schedule are inactive. Items are either obsolete or have been superseded by newer NARA approved records schedules.

Description:

This schedule is superseded entirely by N1-085-91-001.

Date Reported: 1/17/2020

INACTIVE - ALL ITEMS SUPERSEDED OR OBSOLETE

**REQUEST FOR AUTHORITY
TO DISPOSE OF RECORDS**

(See Instructions on Reverse)

LEAVE BLANK	
DATE RECEIVED 2 NOV 1977 NC 1 8 5	JOB NO 78 6
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 stamped "disposal not approved" or "with-drawn" in column 10	
11-11-77 Date	<i>James R. Queller</i> Archivist of the United States

**TO: GENERAL SERVICES ADMINISTRATION,
NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, D.C. 20408**

1. FROM (AGENCY OR ESTABLISHMENT)
Dept. of Justice
2. MAJOR SUBDIVISION
Immigration & Naturalization Service
3. MINOR SUBDIVISION
Information Services
4. NAME OF PERSON WITH WHOM TO CONFER
Eugene A. Kupferer
5. TEL. EXT.
376-8484
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 2 pages are not now needed for the business of this agency or will not be needed after the retention periods specified.

26 Oct 1977 (Date) *James R. Queller* (Signature of Agency Representative) Chief, Records Administration and Information Branch (Title)

7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO	10. ACTION TAKEN
1.	<p><u>CENTRAL OFFICE CONGRESSIONAL CORRESPONDENCE</u></p> <p>These records consists of correspondence between the Immigration and Naturalization Services and members of Congress. Material is filed alphabetically by Congressman, and an index is maintained which cross-references by subject.</p> <p>Correspondence and the relating index is microfilmed when three years old in accordance with the standards set forth in 41 CFR 11.507.</p> <p>a. Microfilm is destroyed when 25 years old.</p> <p>b. Hard copy is destroyed after creation of an adequate microfilm copy.*</p>		<i>2 items</i>

* Revisions to retention standards authorized by Eugene A. Kupferer, RAIB, INS.

sent to agency and NARS - 11/15/77