

REC'D 12 DEC 17

• REQUEST FOR RECORDS DISPOSAL AUTHORITY
(See Instructions on reverse)

LEAVE BLANK	
JOB NO NC 1 85 79 3	
DATE RECEIVED 4 DEC 1979	
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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10	
Signature of the Archivist is not required for approval of permanent retention of records.	
Date	Archivist of the United States

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

1. FROM (AGENCY OR ESTABLISHMENT)
Department of Justice

2. MAJOR SUBDIVISION
Immigration and Naturalization Service

3. MINOR SUBDIVISION
Information Services

4. NAME OF PERSON WITH WHOM TO CONFER
Arnold N. Kuperstein

5. TEL EXT
376-3271

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 _____ page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified.

A Request for immediate disposal.

B Request for disposal after a specified period of time or request for permanent retention.

C. DATE 30 Oct 1979	D. SIGNATURE OF AGENCY REPRESENTATIVE <i>James H. Ouellette</i>	E. TITLE Chief, Records Administration and Information Branch
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7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
	<p><u>Automated Master Index System</u></p> <p>The Automated Master Index System consists of machine readable records which serve as a central index to case files with a retention period of 100 years from the date of the last action. The records in this automated system have a permanent value, since even after destruction of a case file a record of that destruction will be necessary.</p> <p>In addition, these machine readable records (in conjunction with the microfilm of the previous manual master index records) have a potential value for genealogical research since they provide a centralized index to court copies of naturalization records created since 1906.</p> <p>PERMANENT. Offer to NARS when no longer required for program use.</p>		

Copy sent to Agency: NNB: NNR: + NNF.
1-19-79: R.L.D.