

# WITHDRAWN – RETURNED WITHOUT ACTION

NATIONAL ARCHIVES AND RECORDS ADMINISTRATION  
Request for Records Disposition Authority

Records Schedule: DAA-0582-2016-0003

## Request for Records Disposition Authority

Records Schedule Number DAA-0582-2016-0003

Schedule Status Returned Without Action

Agency or Establishment Executive Office for Immigration Review

Record Group / Scheduling Group Records of the Executive Office for Immigration Review

Records Schedule applies to Agency-wide

Schedule Subject EOIR Strategic Plan

Internal agency concurrences will be provided No

### Background Information

The Executive Office for Immigration Review (EOIR) was created on January 9, 1983, through an internal Department of Justice (DOJ) reorganization which combined the Board of Immigration Appeals (BIA or Board) with the Immigration Judge function previously performed by the former Immigration and Naturalization Service (INS). The reorganization made the Immigration Courts independent from the agency charged with enforcement of Federal immigration laws. The Office of the Chief Administrative Hearing Office (OCAHO) was added to EOIR in 1987 to address Immigration related employment claims. The 2003 creation of the Department of Homeland Security (DHS) removed INS from DOJ, further separating DHS and EOIR functions.

The primary mission of EOIR is to adjudicate immigration cases by fairly, expeditiously, and uniformly interpreting and administering the Nation's immigration laws. Under delegated authority from the Attorney General, EOIR conducts immigration court proceedings, appellate reviews, and administrative hearings. EOIR was accorded bureau level status for records management in October 2010.

### Item Count

Number of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items
0	0	0	2

### GAO Approval

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Request for Records Disposition Authority

Records Schedule: **DAA-0582-2016-0003**

## Outline of Records Schedule Items for DAA-0582-2016-0003

Sequence Number	
1	<b>Strategic Plans</b>
1.1	EOIR Issued Strategic Plans Disposition Authority Number: DAA-0582-2016-0003-0001
1.2	Working files and drafts of Strategic Plans Disposition Authority Number: DAA-0582-2016-0003-0002

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## Records Schedule Items

Sequence Number	
1	<b>Strategic Plans</b> EOIR's creates Strategic Plans to document the mission and function of the agency, including goals, strategies, direction, utilization of resources, and accomplishments.
1.1	<b>EOIR Issued Strategic Plans</b> Disposition Authority Number      DAA-0582-2016-0003-0001 <b>Published versions of Final Strategic Plans</b> Final Disposition                      Temporary Item Status                              Withdrawn Is this item media neutral?          Yes Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing?      No GRS or Superseded Authority Citation      DOJ N1-060-10-020, Item 001 <b>Disposition Instruction</b> Cutoff Instruction                      Cutoff when superseded Retention Period                        Destroy 7 year(s) after cutoff <b>Additional Information</b> GAO Approval                            Not Required
1.2	<b>Working files and drafts of Strategic Plans</b> Disposition Authority Number      DAA-0582-2016-0003-0002 <b>Documents, drafts and reports used to prepare the Strategic Plan</b> Final Disposition                      Temporary Item Status                              Withdrawn Is this item media neutral?          Yes Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing?      No <b>Disposition Instruction</b>

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Records Schedule: **DAA-0582-2016-0003**

Cutoff Instruction	Cutoff at end of calendar year in which Strategic Plan is issued
Retention Period	Destroy 3 year(s) after cutoff
Additional Information	
GAO Approval	Not Required

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## 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 in this schedule are not now needed for the business of the agency or will not be needed after the retention periods specified.

## Signatory Information

Date	Action	By	Title	Organization
09/02/2016	Certify	Cecelia Espenoza	Records Officer - Sr Assoc General Counsel	Executive Office for Immigration Review - Office of the General Counsel
11/01/2016	Return Without Action	Ashby Crowder	Archives Specialist	National Archives and Records Administration - ACRA