

REQUEST FOR RECORDS DISPOSITION AUTHORITY (See Instructions on reverse)		LEAVE BLANK (NARA use only)	
TO NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) WASHINGTON, DC 20408		JOB NUMBER	N1-59-95-27
1 FROM (Agency or establishment) Department of State		DATE RECEIVED	7/21/97
2 MAJOR SUBDIVISION Bureau of Democracy, Human Rights and Labor		NOTIFICATION TO AGENCY	
3 MINOR SUBDIVISION Office of Asylum Affairs		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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10	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
Marrisa Braden	647-6762	4-13-98	<i>John W. Paul</i>

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 ____ 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
7/14/97	<i>Kenneth J. Rosman</i>	Department of State Records Officer

7 ITEM NO	8 DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARA USE ONLY)
1	<p>Asylum Files</p> <p>a. Asylum Applications. Copies of individual asylum applications and related documents that are used to prepare nonbinding advisory opinions for INS.</p> <p>DISPOSITION: Destroy 6 months from date of receipt, or when no longer needed, whichever is sooner.</p> <p>b. Advisory Opinion Letters. Copies of nonbinding advisory opinions for INS or Immigration Judges on asylum cases.</p> <p>DISPOSITION: Cut off at end of calendar year. Destroy when 2 years old.</p>	N1-59-95-12, item 29	