

REQUEST FOR RECORDS DISPOSITION AUTHORITY		LEAVE BLANK (NARA use only)	
TO: NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) WASHINGTON, DC 20408		JOB NUMBER	N1-220-98-4
1. FROM (Agency or establishment) United States Commission on Immigration Reform		DATE RECEIVED	12-3-97
2. MAJOR SUBDIVISION		NOTIFICATION TO AGENCY	
3. MINOR SUBDIVISION		In accordance with the provision of 44 U.S.C. 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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.	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 Paul Donnelly	5. TELEPHONE (202) 776-8842	DATE	3-25-98
8. 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 on the attached <u>2</u> 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. (x) is not required; () is attached; or () has been requested.		ARCHIVIST OF THE UNITED STATES <i>John W. Paul</i>	
DATE	SIGNATURE OF AGENCY REPRESENTATIVE <i>Susan K. Mc...</i>	TITLE <i>Executive Director</i>	

7. ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
	<p>United States Commission on Immigration Reform, 1992 - 1997</p> <p>The Commission on Immigration Reform was established by the Immigration Act of 1990 (Public Law 101-649) to review and evaluate the impact of immigration policy. Specifically, it examined the impact of immigration on: the need for labor and skills; employment and other economic conditions; social, demographic, and environmental impact of immigration; and the impact of immigrants on the foreign policy and national security interests of the United States. The Commission held numerous public hearings, consultations with government and private sector officials, and expert roundtable discussions. The Commissioners also conducted site visits in immigrant and refugee communities, major source countries, and areas which provided information on international refugee policy issues. The Commission is expected to close December 31, 1997.</p>		
1.	<p>Transcripts of Commission Proceedings Typed transcripts of public hearings, roundtable discussions, and executive sessions. Arranged chronologically. Volume: approximately 2 cubic feet.</p> <p><u>PERMANENT</u>. Transfer to the National Archives and Records Administration upon termination of the Commission.</p>		
2.	<p>Briefing Books Materials prepared for the Commissioners prior to public hearings, site visits, executive sessions, roundtable discussions, consultations, and other meetings. Arranged chronologically. Volume: approximately 2 cubic feet.</p> <p><u>PERMANENT</u>. Transfer to the National Archives and Records Administration upon termination of the Commission.</p>		

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7. ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
3.	<p>Briefing Materials Drafts, comments on drafts, and duplicate copies of information utilized in the creation of the Briefing Books. Arranged chronologically by date of event. Volume: approximately 1.5 cubic feet.</p> <p><u>Temporary.</u> Destroy upon termination of the Commission, or when no longer needed, whichever occurs first.</p>		
4.	<p>Congressional Testimony</p> <p>a. Textual Copies Typed copy of testimony delivered by the Commissioners or the Executive Director to various Committees of the United States Congress. Arranged chronologically by the date of testimony. Volume: approximately .10 cubic feet.</p> <p><u>PERMANENT.</u> Transfer to the National Archives and Records Administration upon termination of the Commission.</p> <p>b. Audiotapes Audiotapes made by the Commission staff to facilitate the creation of the typed copies of testimony. Format: 90 minute cassette tapes (magnetic). Volume: approximately 20 audiotapes.</p> <p><u>Temporary.</u> Destroy upon termination of the Commission, or when no longer needed, whichever occurs first.</p>		
5.	<p>Commissioner Correspondence Incoming and outgoing correspondence relating to individual Commissioners. Arranged alphabetically by last name of Commissioner, thereunder chronologically. Volume: approximately 1 cubic feet.</p> <p><u>PERMANENT.</u> Transfer to the National Archives and Records Administration upon termination of the Commission.</p>		
6.	<p>Videotapes A single audiovisual presentation created by the Commission as part of a memorial tribute to Barbara Jordan. Jordan served as the Chair of the Committee from December 14, 1993 through her death on January 17, 1996. Format: 4-inch and 1/2-inch VHS tape. Volume: 2 tapes.</p> <p><u>PERMANENT.</u> Transfer to the National Archives and Records Administration upon termination of the Commission.</p>		
7.	<p>Site Visit Photographs Color 35mm prints and negatives taken on various site visits by the Commissioners and Staff. Arranged by site visit. Volume: prints and negatives for approximately 100 images.</p> <p><u>PERMANENT.</u> Transfer to the National Archives and Records Administration upon termination of the Commission.</p>		
8.	<p>Publications Record set of publications created or commissioned by the Commission. Includes: research papers, final and interim reports and their appendices, press releases, newsletters, and op-ed pieces. Arranged by type of publication, thereunder chronologically. Volume: approximately 2 cubic feet.</p> <p><u>PERMANENT.</u> Transfer to the National Archives and Records Administration upon termination of the Commission.</p>		

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ITEM NO.	B. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
9.	<p>Meeting Information Files Invitations, correspondence, and logistical information relating to the appearance of individual Commissioners or the Executive Director at various functions. Arranged chronologically. Volume: approximately 5 cubic feet.</p> <p><u>Temporary.</u> Destroy upon termination of the Commission, or when no longer needed, whichever occurs first.</p>		
10.	<p>General Correspondence</p> <p>a. Chronological File Copies of outgoing correspondence. Arranged chronologically. Volume: Approximately 2 cubic feet.</p> <p><u>Temporary.</u> Destroy upon termination of the Commission, or when no longer needed, whichever occurs first.</p> <p>b. Subject File Incoming correspondence and copies of the outgoing responses. Arranged by the type of originating entity, thereunder chronologically. Volume: Approximately 5 cubic feet.</p> <p><u>Temporary.</u> Destroy upon termination of the Commission, or when no longer needed, whichever occurs first.</p>		