NOTICE - SOME ITEMS SUPERSEDED OR OBSOLETE

Schedule Number: N1-085-01-001

Some items in this schedule are either obsolete or have been superseded by new NARA approved records schedules. This information is accurate as of: $\frac{4}{30}$ /2025

ACTIVE ITEMS

These items, unless subsequently superseded, may be used by the agency to disposition records. It is the responsibility of the user to verify the items are still active.

N1-085-01-001 / 1/C Subject File Index

SUPERSEDED AND OBSOLETE ITEMS

The remaining items on this schedule may no longer be used to disposition records. They are superseded, obsolete, filing instructions, non-records, or were lined off and not approved at the time of scheduling. References to more recent schedules are provided below as a courtesy. Some items listed here may have been previously annotated on the schedule itself.

N1-085-01-001 / 1/A superseded by DAA-0563-2019-0008-0004

N1-085-01-001 / 1/B superseded by DAA-0563-2019-0008-0004

N1-085-01-001 / 1/D superseded by DAA-GRS-2017-0003-002

NOTICE - SOME ITEMS SUPERSEDED OR OBSOLETE

As of 4/30/2025 N1-085-01-001

Immigration and Naturalization Service disposition request, including amendments, is approxed or items that may be marked "disposition approved" or "withdrawn" in column 10. A. NAME OF PERSON WITH WHOM TO CONFER Veola Rouse Service Confere Veola Rouse	REQUEST FOR RECORDS DISPOSITION AUTHORITY				JOB NUMBER N1-85-01-1		
Department of Justice 2. MAJOR SUBDIVISION Immigration and Naturalization Service 3. MINOR SUBDIVISION 4. NAME OF PERSON WITH WHOM TO CONFER Yeola Rouse 5. 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 records proposed for disposal on the attached1page(s) are not needed now for the business for this agency or will needed after the retention periods specified; and that written concurrence from the General Accounting Office, under provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies, DATE							
Immigration and Naturalization Service Immigration and Naturalization Service (INS), containing information relating directly to individual aliens, but are not part of any case file. These records document and administrative duties and responsibilities assumed by the INS as it carries out its mission through operational programs in adjudication and nationality, inspections, investigations, and detention and deportation, as well as the United States Border Patrol. Arranged by internal subject file classification.				NOTIFICATION TO AGENCY			
A. NAME OF PERSON WITH WHOM TO CONFER Veola Rouse 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 the records proposed for disposal on the attached page(s) are not needed now for the business for this agency or will needed after the retention periods specified; and that written concurrence from the General Accounting Office, under provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies, DATE SIGNATURE OF AGENCY REPRESENTATIVE Asst. Dir., Records Policy & Analysis Brand Asst. Dir. Asst. Dir., Records Policy & Analysis Brand Asst. Dir. As	Immigration and Naturalization Service			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.			
CONFER Veola Rouse 202-514-4910 I hereby certify that I am authorized to act for this agency in matters pertaining to the disposition of its records and that records proposed for disposal on the attached1page(s) are not needed now for the business for this agency or will not needed after the retention periods specified; and that written concurrence from the General Accounting Office, under provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies, Signature of Agency Representative Title Asst. Dir., Records Policy & Analysis Brand	3. MINOR SUBDIVISION						
I hereby certify that I am authorized to act for this agency in matters pertaining to the disposition of its records and tha records proposed for disposal on the attached	CONFER .			100	11 - M. 10.1 P. 1 -		
7. ITEM NO. 8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION 9. GRS OR SUPERSEDED JOB CITATION 1. HEADQUARTERS – SUBJECT FILES - POLICY This series contains administrative and policy files of the Immigration and Naturalization Service (INS), containing information relating directly to individual aliens, but are not part of any case file. These files are classified as "P," policy. These records document enforcement and administrative duties and responsibilities assumed by the INS as it carries out its mission through operational programs in adjudication and nationality, inspections, investigations, and detention and deportation, as well as the United States Border Patrol. Arranged by internal subject file classification. 1971 a. Volume on hand (1955-1994) THIS ITEM IS ARDIA NEUTRM	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 attached1_ page(s) are not needed now for the business for 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,						
7. ITEM NO. 8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION 1. HEADQUARTERS – SUBJECT FILES - POLICY This series contains administrative and policy files of the Immigration and Naturalization Service (INS), containing information relating directly to individual aliens, but are not part of any case file. These files are classified as "P," policy. These records document enforcement and administrative duties and responsibilities assumed by the INS as it carries out its mission through operational programs in adjudication and nationality, inspections, investigations, and detention and deportation, as well as the United States Border Patrol. Arranged by internal subject file classification. 1971 a. Volume on hand (1955-1994) THIS ITEM IS ARDIA NEUTRM.	DATE SIGNATURE OF AGENCY REPRESENTATIVE						
7. ITEM NO. 8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION 1. HEADQUARTERS – SUBJECT FILES - POLICY This series contains administrative and policy files of the Immigration and Naturalization Service (INS), containing information relating directly to individual aliens, but are not part of any case file. These files are classified as "P," policy. These records document enforcement and administrative duties and responsibilities assumed by the INS as it carries out its mission through operational programs in adjudication and nationality, inspections, investigations, and detention and deportation, as well as the United States Border Patrol. Arranged by internal subject file classification. 1971 a. Volume on hand (1955-1994)	Ulola Gouse					rolley & Allalysis Brailett	
This series contains administrative and policy files of the Immigration and Naturalization Service (INS), containing information relating directly to individual aliens, but are not part of any case file. These files are classified as "P," policy. These records document enforcement and administrative duties and responsibilities assumed by the INS as it carries out its mission through operational programs in adjudication and nationality, inspections, investigations, and detention and deportation, as well as the United States Border Patrol. Arranged by internal subject file classification. 1971 THIS TTEM IS MEDIA NEUTRAL	TEM NO.	8. DESCRIPTION OF ITEM A	ND PROPOSED DISPOSITION	SUPERSE	ED JOB	10. ACTION TAKEN (NARA USE ONLY)	
Immigration and Naturalization Service (INS), containing information relating directly to individual aliens, but are not part of any case file. These files are classified as "P," policy. These records document enforcement and administrative duties and responsibilities assumed by the INS as it carries out its mission through operational programs in adjudication and nationality, inspections, investigations, and detention and deportation, as well as the United States Border Patrol. Arranged by internal subject file classification. 1971 a. Volume on hand (1955-1994)	1.	HEADQUARTERS - SUB	JECT FILES - POLICY	·			
Classified: 70.0 cubic feet Unclassified: 184.0 cubic feet TRANSFER IMMEDIATELY Disposition: Permanent. Retire-to-effsite-eterage -until-2024, then transfer to the National Archives. D: TRANSFER IMMEDIATELY Disposition: Permanent. Retire-to-effsite-eterage -until-2024, then transfer to the National Archives.		Immigration and Naturalization information relating directly to part of any case file. These is policy. These records docume administrative duties and results as it carries out its missist programs in adjudication and investigations, and detention the United States Border Patsubject file classification. a. Volume on hand (1955-4) Classified: 70.0 cubic feet Unclassified: 184.0 cubic feet Unclassified: 184.0 cubic Disposition: Permanen until 2024, then transfer to the control copy resospects Classified: Annual vol. A	on Service (INS), containing of individual aliens, but are not files are classified as "P," ment enforcement and aponsibilities assumed by the on through operational dinationality, inspections, and deportation, as well as arol. Arranged by internal THIS ITEM IS PER MIN NOTE to feet THANSFER IMMEDIATE 1. Retire to effsite eterage to the National Archives.	MBDIA NEUTRA FICATION : ASH		6K 11/20/2020	
		NATI 8601 FROM (Age Departme MAJOR SU Immigration MINOR SUI NAME OF F CONFER Veola Ro AGENCY I hereby of records princeded aff provisions	DESCRIPTION OF ITEM A This series contains adminis Immigration and Naturalization formation relating directly to part of any case file. These policy. These records docum administrative duties and results in royal to any case file. These policy. These records docum administrative duties and results investigations, and detention the United States Border Pat subject file classified: 70.0 cubic fe Unclassified: Annual vol. A Unclassified: Annual vol. A Unclassified: Annual vol. A Unclassified: Annual vol.	SO1 ADELPHI ROAD COLLEGE PARK, MD 20740-6001 FROM (Agency or establishment) Department of Justice MAJOR SUBDIVISION Immigration and Naturalization Service MINOR SUBDIVISION NAME OF PERSON WITH WHOM TO CONFER 202-514-4910 AGENCY CERTIFICATION I hereby certify that I am authorized to act for this agency in matters per records proposed for disposal on the attached 1 page(s) are not needed needed after the retention periods specified; and that written concurren provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies SIGNATURE OF AGENCY REPRESENTATIVE IEM NO. 8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION 1. HEADQUARTERS – SUBJECT FILES - POLICY This series contains administrative and policy files of the Immigration and Naturalization Service (INS), containing information relating directly to individual allens, but are no part of any case file. These files are classified as "P," policy. These records document enforcement and administrative duties and responsibilities assumed by the INS as it carries out its mission through operational programs in adjudication and nationality, inspections, investigations, and detention and deportation, as well as the United States Border Patrol. Arranged by internal subject file classification. 1971 a. Volume on hand (1955-1994) Classified: 70.0 cubic feet Unclassified: 70.0 cubic feet Unclassified: 184.0 cubic feet Unclassified: 70.0 cubic feet Unclassified: Annual vol. Approximately 1.76 cu. ft. Unclassified: Annual vol. Approximately 1.76 cu. ft. Unclassified: Annual vol. Approximately 1.76 cu. ft. Unclassified: Annual vol. Approximately 1.76 cu. ft.	Date received Second Adelphi Road College Park, MD 20740-6001 FROM (Agency or establishment) Department of Justice MAJOR SUBDIVISION Immigration and Naturalization Service MAJOR SUBDIVISION In accordance with disposition requires comparison of the Major of the	NATIONAL ARCHIVES & RECORDS ADMINISTRATION 8601 ADELPHI ROAD COLLEGE PARK, MD 20740-6001 FROM (Agency or establishment) Department of Justice MAJOR SUBDIVISION Immigration and Naturalization Service MINOR SUBDIVISION NAME OF PERSON WITH WHOM TO CONFER AGENCY CERTIFICATION I hereby certify that I am authorized to act for this agency in matters pertaining to the disposition of records proposed for disposal on the attached 1 page(s) are not needed anow for the business for the needed after the retention periods specified; and that written concurrence from the General Accourt provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies, SIGNATURE OF AGENCY REPRESENTATIVE TILL ASST. DIF., Records I SIGNATURE OF AGENCY REPRESENTATIVE TILL ASST. DIF., Records I HEADQUARTERS – SUBJECT FILES - POLICY This series contains administrative and policy files of the Immigration and Naturalization Service (INS), containing information relating directly to individual aliens, but are not part of any case file. These files are classified as "P," policy. These records document enforcement and administrative duties and responsibilities assumed by the INS as it carries out its mission through operational programs in adjudication and nationality, inspections, investigations, and detention and deportation, as well as the United States Border Patrol. Arranged by internal subject file classification. a. Volume on hand (1955-1934) THIS TIEM IS AGENCY ACENTAL Classified: 70.0 cubic feet Unclassified: 184.0 cubic feet Unclassified: 184.0 cubic feet Unclassified: 184.0 cubic feet Unclassified: Annual vol. Approximately 4.756 cu. ft. Unclassified: Annual vol. Approximately 4.80 cu. ft. Unclassified: Annual vol. Approximately 4.80 cu. ft. Unclassified: Annual vol. Approximately 4.80 cu. ft. Unclassified: Annual vol. Approximately 4.80 cu. ft.	

Disposition. Permanent. Cut off annually. Retire to offsite storage 10 years after cutoff.

Transfer to the National Archives 30 years after cutoff.

c. Finding Aid. Subject File Index

DATE (MM/DD/YYY):

Disposition: Permanent. Transfer to the National Archives with associated records.

d. Electronic copies of records that are created on electronic mail and word processing systems and used solely to generate a recordkeeping copy.

- Disposition. Temporary. Delete/Destroy after recordkeeping copy has been produced.

Revisions to this schedule were made with the Concurrence of the agency records officer.

ITEM 1d.

Superseded by:

DAA-GRS-2017-0003-0002

DATE (MM/DD/YYYY):

01/2017