ر وبران الناب النا							
REQUEST FOR RECORDS DISPOSITION AUTHORITY					LEAVE BLANK (NARA use only) JOB NUMBER		
	(Se	e Instructions on rev		N1-85-93-2			
	ATIONAL ARCH	IVES and RECORDS ADM 20408	R) 👨	DATE RECEIVED 7-21-93			
1 FA	IOM (Agency or est	ablishment) artment of Justice		NOTIFICATION TO AGENCY			
_ 1	HOR SUBDIVISION				In accord	ance with the prov	isions of 44
		turalization Service			U.S.C. 3303a the disposition request, including amendments, is approved except		
	NOR SUBDIVISION Cords Managemen				not approv	hat may be marked ed or withdrawn	in column 10
4 NAME OF PERSON WITH WHOM TO CONFER 5. TELEPHONE						ARCHIVIST OF TH	UNITED STATES
Diana L. Harris 514-4913					1-26-94	and Huske	amo Peterso
and of th	that the records nis agency or will General Account ncies,  is not records    SIGN	D. Mustrau.	the attached retention periods rovisions of Title 8 stached; or ESSENTATIVE T	page(s specific of the (	i) are not ned; and the GAO Mani	ow needed for at written concurations of the concuration of the concuration of the concurrence of the conc	the business arrence from ce of Federal
<u>-7</u>	Ceci	ll G. Christian, Jr.	L	pirecto	or, Recor	ds Managemen	t Branch
7. TEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION				SUI	GRS OR PERSEDED CITATION	10. ACTION TAKEN (NARA USE ONLY)
	Form I-95 AE						
	<u>Description:</u>						
	This two-part carbonized form is used by the Immigratio and Naturalization Service (INS) to control the movement/stay of foreign nationals working in any capacity on board a foreign vessel or aircraft arriving in the Unite States. The Crewman completes the form with the following information:						
	1. Name						
	Home address and name  2. Name and address of a relative or friend that resides in the Clause States there						
	3.	Crewman's address in applicable)	n the United Sta	tes (if			
	4.	Country and date of b	irth				
	5.	Crewman's physical o	lescription				
	6.	Passport Number					
	7.	Name of vessel/aircra	ft				
	Command 1	ont to Aconom	NNn	u) a (	T (vd)	a ha 194	

NSN 7540-00 834-4064 PREVIOUS EDITION NOT USABLE STANDARD FORM 115 (REV. 3-91)
Prescribed by NARA
36 CFR 1228

Upon arrival into the United States the form is turned over to an INS inspector at the port-of-entry. The inspector compares the information on the 1-95 with the information in the passport. Upon confirmation the inspector stamps the 1-95 with the symbol D to 7D 2 and the arrival date. The carbon copy is forwarded to Headquarters and the original copy is retained by the crewman until departure, at which time it is returned to the ship's master.  In the event the crewman returns to the United States on the same vessel, the ship's master will reissue the 1-95. If the crewman the original copy to Headquarters. If the inspector refuses entry, the D1/D2 is forwarded to Headquarters and keyed into the Central index System (CIS).  Retention/Disposition:  If approved; Retain the 1-95 D1/D2/documents at Headquarters for \$10.00000000000000000000000000000000000	REC	DUEST FOR REC	CORDS DISPOSITION AUTHORITY — CONTINUATION	ON JOB NUMBER	PAGE
an INS inspector at the port-of-entry. The inspector compares the information on the I-95 with the information in the passport. Upon confirmation the inspector stamps the I-95 with the symbol D1 or D2 and the arrival date. The carbon copy is forwarded to Headquarters and the original copy is retained by the crewman until departure, at which time it is returned to the ship's master.  In the event the crewman returns to the United States on the same vessel, the ship's master will reissue the I-95. If the crewman leaves that particular ship the ship's master will forward the original copy to Headquarters.  If the inspector refuses entry, the D1/D2 is forwarded to Headquarters and keyed into the Central Index System (CIS).  Retention/Disposition:  Three years Headquarters for 180 XXXIII from date of receipt, then destroy.  Three years Headquarters. Destroy after information has been keyed into the Central Index System (CIS) and verified.		8 DESCR	RIPTION OF ITEM AND PROPOSED DISPOSITION	SUPERSEDED	TAKEN (NARA
a.  If the inspector refuses entry, the D1/D2 is forwarded to Headquarters and keyed into the Central Index System (CIS).  Retention/Disposition:  Three years  If approved: Retain the I-95 D1/D2/documents at Headquarters for Adams from date of receipt, then destroy.  b.  If refused: Forward the I-95 D1/D2/documents to Headquarters. Destroy(after information has been keyed into the Central Index System (CIS) and verified.		an INS inspect the informat passport. Up with the symicopy is forware retained by the returned to the	etor at the port-of-entry. The inspector compares ion on the I-95 with the information in the con confirmation the inspector stamps the I-95 bol D1 or D2 and the arrival date. The carbon arded to Headquarters and the original copy is the crewman until departure, at which time it is the ship's master.  The crewman returns to the United States on the		
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Restriction: Privacy Act 552a (b) (3)  .	b.	<u>If refused:</u>	Headquarters. Destroy after information has been keyed into the Central Index System		
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STANDARD FORM 115-A (REV 3-9					