

**REQUEST FOR AUTHORITY
TO DISPOSE OF RECORDS**

(See Instructions on Reverse)

LEAVE BLANK	
DATE RECEIVED NOV 17 1976	JOB NO. NC 1-85-77-4
NOTIFICATION TO AGENCY	
In accordance with the provisions of 44 U.S.C. 3303a the disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10.	
Date	Archivist of the United States

TO: **GENERAL SERVICES ADMINISTRATION,
NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, D.C. 20408**

1. FROM (AGENCY OR ESTABLISHMENT)
Department of Justice
2. MAJOR SUBDIVISION
Immigration & Naturalization Service
3. MINOR SUBDIVISION
Information Services
4. NAME OF PERSON WITH WHOM TO CONFER
Eugene A. Kupferer

5. TEL. EXT.
8484

6. CERTIFICATE OF AGENCY REPRESENTATIVE:

I hereby certify that I am authorized to act for this agency in matters pertaining to the disposal of the agency's records; that the records proposed for disposal in this Request of _____ page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified.

Chief, Records Administration
and Information Branch

5 Nov. 1976 *James L. Ouellette*
(Date) (Signature of Agency Representative)

(Title)

7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
	<p><u>Automated Master Index</u></p> <p>A system of machine readable records which serve as a central index to case files with a retention period of 100 years from the last actions. The records in this automated system have a permanent value; since even after destruction of a case file, a record of that destruction will be necessary.</p> <p>Permanent Retention.</p> <p><i>These records will be purged from the automated system at the time the relating case file is destroyed.</i></p> <p align="right"><i>OK</i> <i>11-24-76</i></p>		<i>Withdrawn</i>