

44 17 Dec 79 NJ

REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

TO GENERAL SERVICES ADMINISTRATION,
NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 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

Arnold N. Kuperstein

5 TEL EXT

633-2441

LEAVE BLANK

JOB NO

NC1-85-80-2

DATE RECEIVED

12-17-79

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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10

12-28-79 *James E. O'Neil*
Date Acting Archivist of the United States

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 1 page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified.

☐ A Request for immediate disposal.

☒ B Request for disposal after a specified period of time or request for permanent retention.

C DATE

12/10/79

D SIGNATURE OF AGENCY REPRESENTATIVE

William J. Polli

E. TITLE

Acting Chief, Records Administration and Information Branch

7 ITEM NO

8 DESCRIPTION OF ITEM
(With Inclusive Dates or Retention Periods)

9 SAMPLE OR
JOB NO

10. ACTION TAKEN

Permanently Bound Book Listing Each Security Form N-560, N-561, N-570 and N-581 Issued

A permanently bound book listing by certificate number each Security Form N-560, N-561, N-570, and N-581 issued, and the name and the file number of the individual receiving each numbered certificate is maintained in each citizenship section or unit, to the end that the final disposition of each specific certificate is accounted for and can be determined at any given time.

The permanently bound book is maintained for five years after the date of the last entry.

CONCUR: DATE 12/10/79
COMMENT:

INITIAL REC
Richard Calvert

Copy to
NWD Agency
Closed
1/3/80 *SC*