

REQUEST FOR RECORDS DISPOSITION AUTHORITY <i>(See Instructions on reverse)</i>		LEAVE BLANK	
TO: GENERAL SERVICES ADMINISTRATION NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408		JOB NO. N1-85-86-2	DATE RECEIVED 4-29-86
1. FROM (Agency or establishment) Department of Justice		NOTIFICATION TO AGENCY	
2. MAJOR SUBDIVISION Immigration & Naturalization Service		In accordance with the provisions of 44 U.S.C. 3303a the disposal request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10. If no records are proposed for disposal, the signature of the Archivist is not required.	
3. MINOR SUBDIVISION Records Systems Division			
4. NAME OF PERSON WITH WHOM TO CONFER Tedd Spears	5. TELEPHONE EXT. 633-2442	DATE 10/23/86	ARCHIVIST OF THE UNITED STATES <i>Frank A. Burke</i>
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 2 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, if required under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies, is attached.

A. GAO concurrence: is attached; or is unnecessary.

B. DATE 1/17/86	C. SIGNATURE OF AGENCY REPRESENTATIVE <i>Cecil G. Christman, Jr.</i> Cecil G. Christman, Jr.	D. TITLE Director, Records Management Branch
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7. ITEM NO.	8. DESCRIPTION OF ITEM <i>(With Inclusive Dates or Retention Periods)</i>	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN <i>(NARS USE ONLY)</i>
1.	<p>Title: Documented False Claims to U.S. Citizenship</p> <p>Description: These records are used to identify individuals and documents involved in Fraudulent claims to U.S. Citizenship. They are indexed by individuals named on the documents, the names of the presenters and by the names of the facilitators. These records include Forms G-329 (Documented False Claim to U.S. Citizenship) and I-213 (Record of Deportable Alien), or other documents describing the event. These records also include supporting documentation, e.g., birth certificates, social security cards, drivers license or baptismal records.</p> <p>Retention/Disposition: Microfilm hardcopy upon receipt. Destroy hardcopy immediately upon adequate reproduction on microfilm. Retain the original microfilm thirty years then destroy. Destroy microfilm copies when no longer required, not to exceed thirty years.</p>		

National Archives



6/23/86

Washington, DC 20408

Date : June 23, 1986
Reply to : NIRC
Attn of :
Subject : Job No. N1-85-86-2
To : NIRC *6/24*
NNF

The Immigration and Naturalization Service of the Department of Justice requests authority to establish disposition standards for its case files on documented false claims to U.S. citizenship by either resident aliens or aliens entering the United States. These records are maintained at the service's Intelligence Center in El Paso, Texas.

The case files deal with documented false claims to U.S. citizenship that usually come to light in the course of an investigation by another agencies such as the FBI or Customs Service of another violation of federal law. The files contain INS Form G-329 (Documented False Claims to U.S. Citizenship) and I-213 (Record of Deportable Alien) as well as supporting documentation such as birth certificates, social security cards, drivers licenses, and baptismal records. These files, which are arranged by case number, are microfilmed as soon as enough files have accumulated to fill a roll (roughly 100-150 cases per roll). INS would like to destroy the hard copy of the case file as soon as microfilming is completed and destroy the microfilm when thirty years old. The files are cross-referenced by index cards, which are currently being put into a dedicated disc, to be scheduled at a later date.

I recommend approval of this request. Disposition is similar to that of the magnetic-tape data base containing the files of nonimmigrant and excluded aliens (items 1h and 1i of Job No. NC1-85-79-1). Because the files deal with proven false claims to U.S. citizenship, they have no genealogical value. The thirty-year retention period is necessary to cover the likely period in which the same individual may submit another fraudulent claim.

I look forward to NNF's comments on this matter

A handwritten signature in cursive script that reads "Chris M. Beam".

CHRISTOPHER M. BEAM
Records Appraisal and
Disposition Division

Enclosure