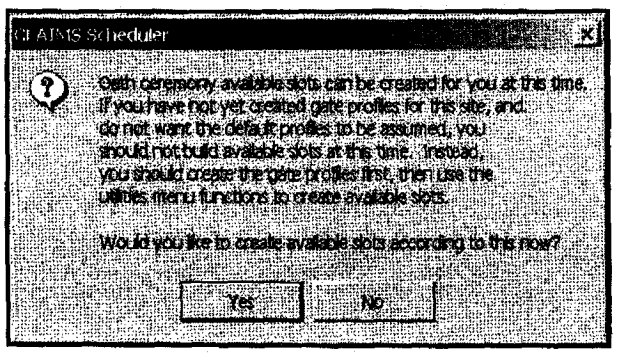
The *CLAIMS Scheduler* dialog box will display a message with a question:



15. Click the **Yes** button to the question "Would you like to create available slots according to this now?"

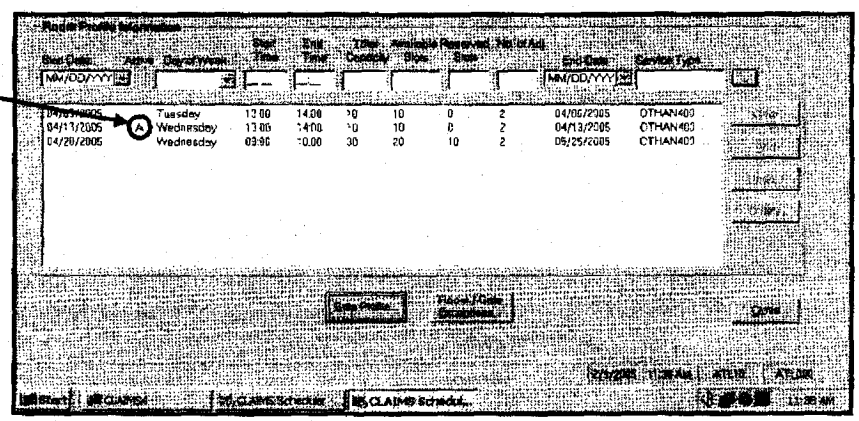
NOTE: If you answer **No**, you will need to define the *Gate Profile*. It is not necessary to define the Gate Profile. The features on the *Gate Profile* screen such as: *Advance Start Time* and *Default Stagger Time*, are not currently supported in CLAIMS 4. You may input times in the *Advance Start Time* and *Default Stagger Time*, but they will not print on the notice that goes to the applicant or on any report.

16. Click the **OK** button to the confirmation that the slots were successfully created.

NOTE: Look for an "A" next to the Oath Ceremony.

Look for an "A" to the right of the date of the Oath Ceremony you just defined. An Oath Ceremony must be *Active* (represented by the "A"), in order for you to schedule applicants to the Oath Ceremony.

IMPORTANT: If the "A" does not appear, click on the ceremony date, and then click the **Delete** button. Do steps 3 – 16 again and look for the "A".



NOTE: The "A" will disappear after all the slots for the ceremony have been scheduled (the Oath Ceremony is filled).

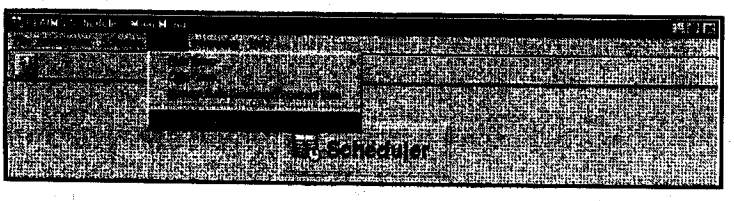
17. Repeat Steps 3 – 16 to define additional dates for Oath Ceremonies (*if not the same day of the week* as the previous one you defined) that will occur in the period for which you are scheduling.

18. Click the **Close** button at the bottom of the *Oath Ceremony/Fingerprint Facility Profile* screen to return to the main *Scheduler* screen.

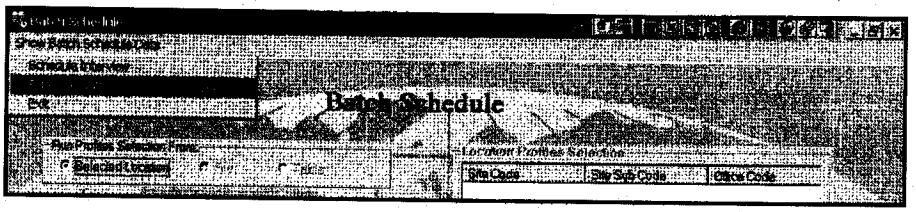
CHECK THE OATH CEREMONY APPOINTMENT SLOTS

Now that you have created Oath Ceremony slots for your Oath Ceremony, you will want to view the slots to make sure they are what you wanted before moving on to the process to *fill* the slots.

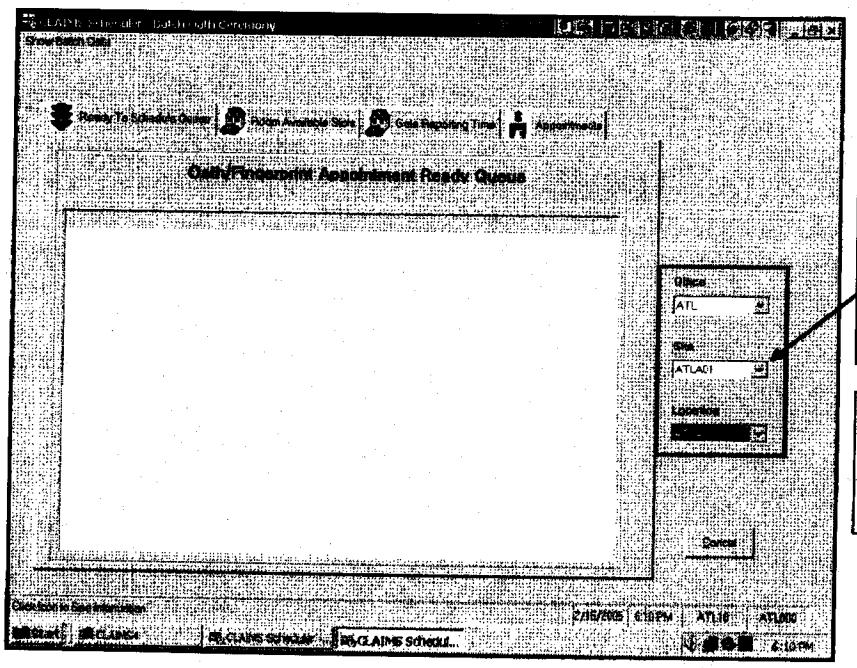
1. Select ***Utilities***, ***Batch Scheduler*** from the menu.



2. Select ***Show Batch Schedule Data***, ***Schedule Oath Ceremony/Fingerprints*** from the menu.



3. Select your **Office** (Admin Office), **Site** (Scheduling Site), and **Location** (Oath Ceremony Service Facility).



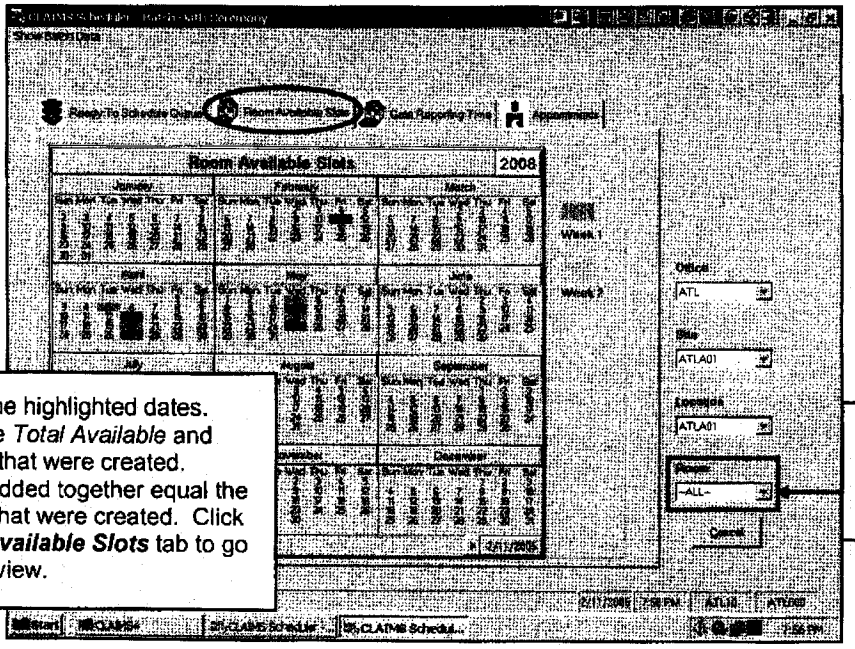
Specify your **Office**, and the **Site** and **Location** codes that you built your schedule for.

My Office Codes:

OC Admin: _____

OC Judicial: _____

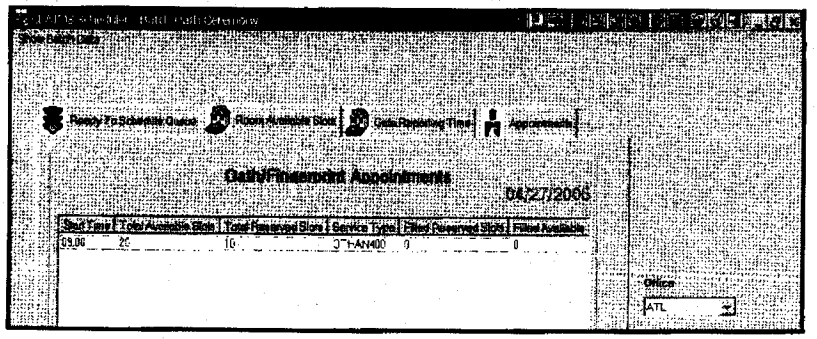
4. Click the ***Room Available Slots*** tab. Days with *Available* and *Reserved* Oath Ceremony appointment slots will display highlighted blue or green based on week.



There are "slots" on the highlighted dates. Click a date to see the *Total Available* and *Total Reserved Slots* that were created. These two numbers added together equal the total number of slots that were created. Click again on the ***Room Available Slots*** tab to go back to this calendar view.

Leave this set to "ALL" unless you specified more than 1 Room.

5. Click a highlighted calendar day to view specific Oath Ceremony appointment slot information for that day.



Oath Ceremony Start Time, Total Available Slots, Total Reserved Slots and Oath Ceremony Service Type are displayed for the day. The Filled Reserved Slots column notes the number of Reserved Oath Ceremony appointment slots currently assigned, and the Filled Available Slots column notes the number of Available Oath Ceremony appointment slots currently assigned. To determine the number of Available or Reserved Oath Ceremony appointment slots that are open for applicant assignment, subtract the Filled amount from the Total amount.

8. Click the ***Room Available Slots*** tab to return to the calendar view.

NOTE: If you find that the slots that were created are not what you wanted, DO NOT "Fill the Slots with Appointments" because Notices will be generated and the Oath Ceremony appointments will have to be descheduled one-by-one. Instead, continue with the steps on the next page to close this screen and proceed to "Delete the Oath Ceremony Facility Profile".

9. Click the **Cancel** button on the *Show Batch Data* screen to close it.

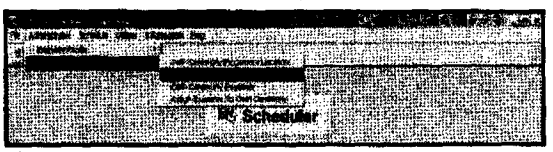
10. Click the **Exit** button to exit the *Batch Scheduler.*

11. Click the **Yes** button to return to the main *Scheduler* screen.

DELETING THE OATH CEREMONY FACILITY PROFILE

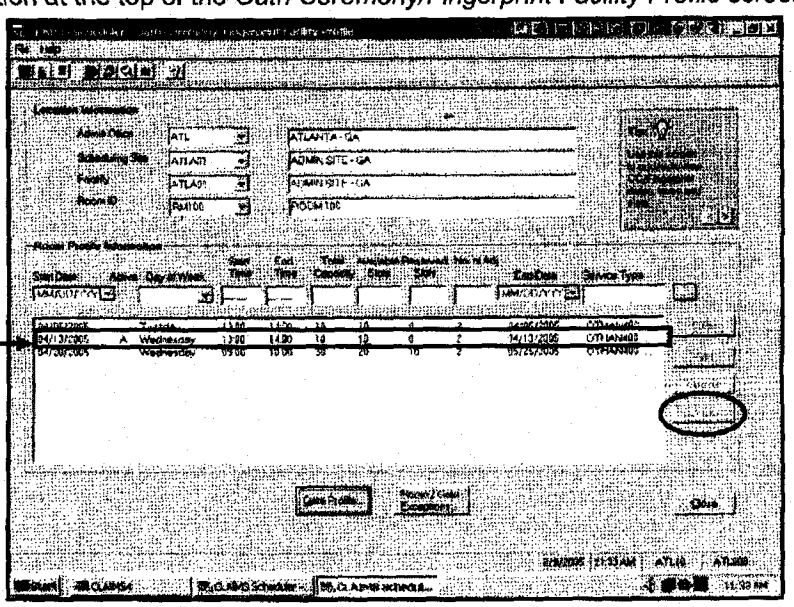
If you found that the Oath Ceremony slots were not what you wanted, you will need to delete *the Oath Ceremony Facility Profile* and redefine it. Follow the steps below to delete the *Oath Ceremony Facility Profile.*

1. Select ***Administrator, Oath Ceremony/Fingerprint Profile, Oath Ceremony/Fingerprint Facility*** from the menu.



2. Select your **Admin Office, Scheduling Site, Facility** and **Room ID** from the drop-down arrows in the *Location Information* section at the top of the *Oath Ceremony/Fingerprint Facility Profile* screen.

Click on the Oath Ceremony to select it and then click the **Delete** button. Once an Oath Ceremony Profile has been deleted, all slots associated with that Oath Ceremony will disappear.



TO REDEFINE THE SLOTS:

1) Check the *Oath Ceremony Location Profile* (see page 5-7) to make sure the **Schedule Cases No Sooner Than** and the **Schedule Case No Later Than** dates are correct.

2) Go to page 5-11 and subsequent pages to complete the steps to define the *Oath Ceremony Facility Profile* and create the slots.

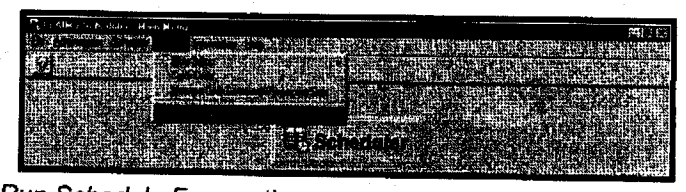
3) Check the slots to see if they are what you wanted (see page 5-15).

FILL THE SLOTS WITH APPOINTMENTS

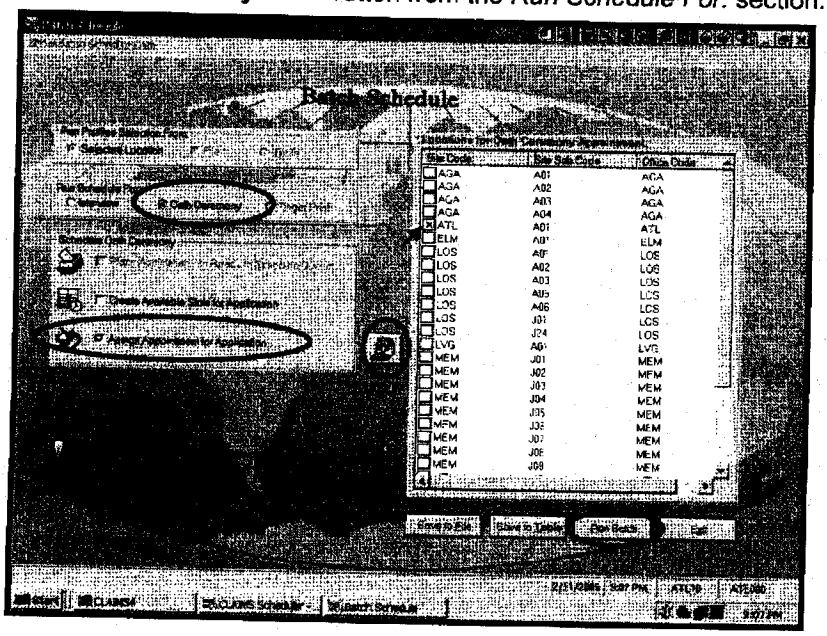
Before applicants can be scheduled for an Oath Ceremony, Oath Ceremony appointment slots must be available in the CLAIMS 4 Scheduler. Refer to the (previous) Processes 2 – 4 to define the Profile screens and create the Oath Ceremony appointment slots. Use the following procedure to *batch* schedule applicants for an Oath Ceremony(s). If you wish to *interactively* schedule an applicant for an Oath Ceremony, skip to page 5-21 in this Reference Guide.

NOTE: Recall that there are *two types* of Oath Ceremony Appointment Slots: *Available* and *Reserved*. Applicants can be batch scheduled into *Available* slots only. *Reserved* slots can only be filled by interactively scheduling an applicant.

1. Select **Utilities**, **Batch Scheduler** from the menu.



2. Select the **Oath Ceremony** radio button from the *Run Schedule For:* section.



My Office Codes:
OC Admin: _____
OC Judicial: _____

3. Click the **Assign Appointment for Application** check box.
4. Click the **House** button.
5. Click the appropriate *Site Code* checkbox in the Locations for Oath Ceremony Appointment window. (The Site Code is your Scheduling Site code.)
6. Click the **Run Batch** button.

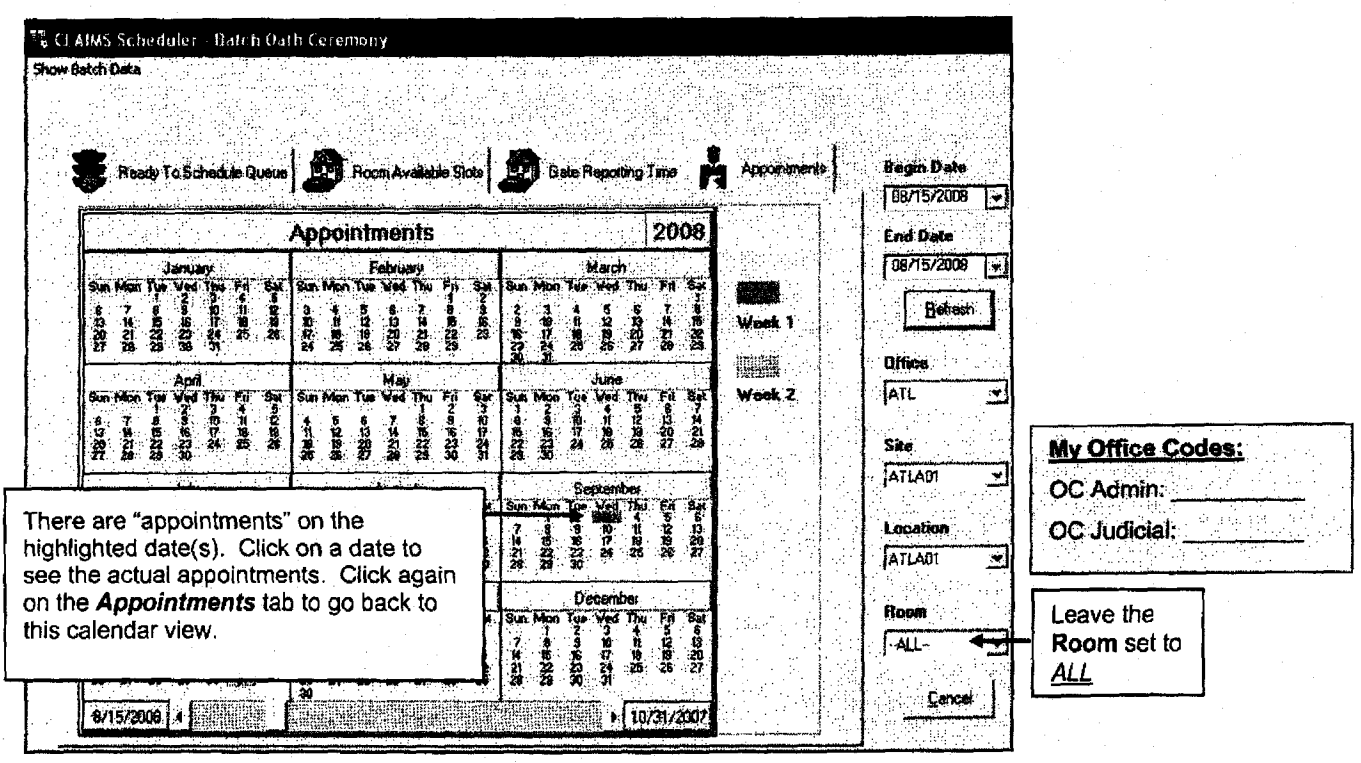
CHECK THE APPOINTMENTS

After the *Batch Scheduler* finishes filling the slots, you will want to check to make sure you have the appointments that you wanted. If you notice that the appointments are not what you wanted and you want to try to prevent the interview notices from being mailed, contact the NBC (who prints and mails the notices) as soon as possible. The appointments that you do not want will need to be descheduled. See page 5-27 in this chapter of the Reference Guide.

1. Select **Show Batch Schedule Data, Schedule Oath Ceremony/Fingerprints** from *the Batch Schedule* screen menu.

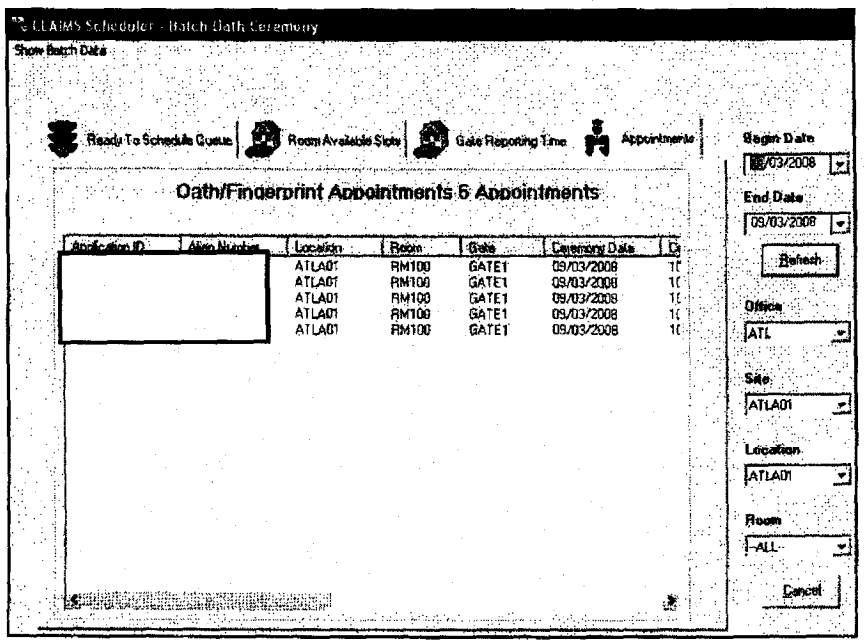
2. Use the drop-down arrows to select your *Site* and *Location*.

3. Click on the ***Appointments*** tab.



7. Click a highlighted calendar day on the ***Appointments*** tab to view appointment information for that day.

(b)(6)



The specific calendar day view displays **Application ID, Alien Number, Location, Room, Gate, Ceremony Date, Ceremony Time, Administrative Office, Scheduling Site, Reporting Time, Gate Color** and **Service Type** for each applicant scheduled to attend the Oath Ceremony. Notices will be printed and mailed to the applicants by the NBC approximately 30 days before they are to appear for their Oath Ceremony.

8. Click the **Cancel** button to return to the Batch Schedule screen.

9. Click the **Exit** button to close the *Batch Schedule* screen.

10. Click the **Yes** button to return to the main *Scheduler* screen.

INTERACTIVELY SCHEDULING AN APPLICANT FOR AN OATH CEREMONY

Before applicants can be scheduled for an Oath Ceremony, Oath Ceremony appointment slots must be available in the CLAIMS 4 Scheduler. Refer to the (previous) Processes 1 – 4 to define the Profile screens and create the Oath Ceremony appointment slots.

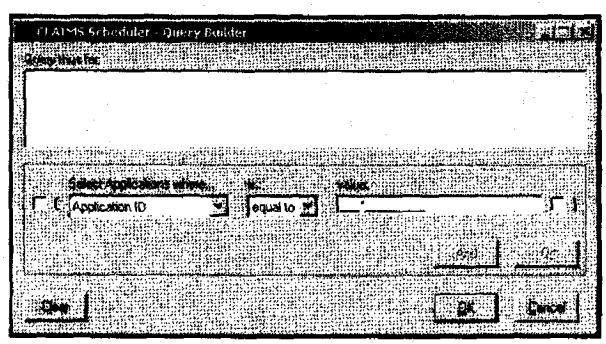
Recall that there are two types of Oath Ceremony Appointment Slots: *Available* and *Reserved*. Applicants can be interactively scheduled into Available or Reserved slots, however offices normally use Reserved slots for interactive scheduling and retain the Available slots for Batch scheduling.

NOTE: Make sure that the Application is not open in another module like *Adjudications* or the workflow for this case will become out-of-sync.

1. From the CLAIMS 4 Switchboard, click the **Scheduling** button to access the ***Scheduling*** module.

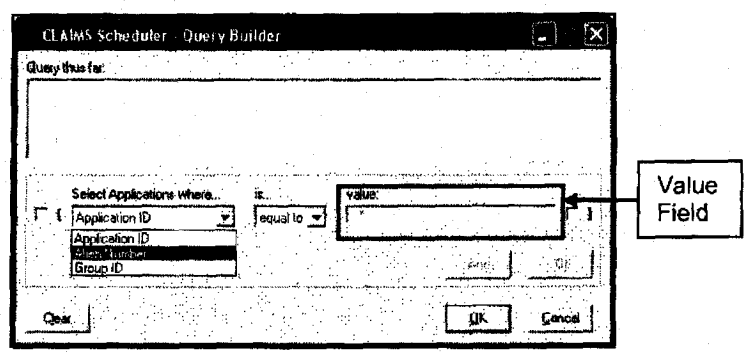
2. Select ***Schedule, Schedule Oath Ceremony*** from the menu.

The *CLAIMS Scheduler – Query Builder* screen appears.



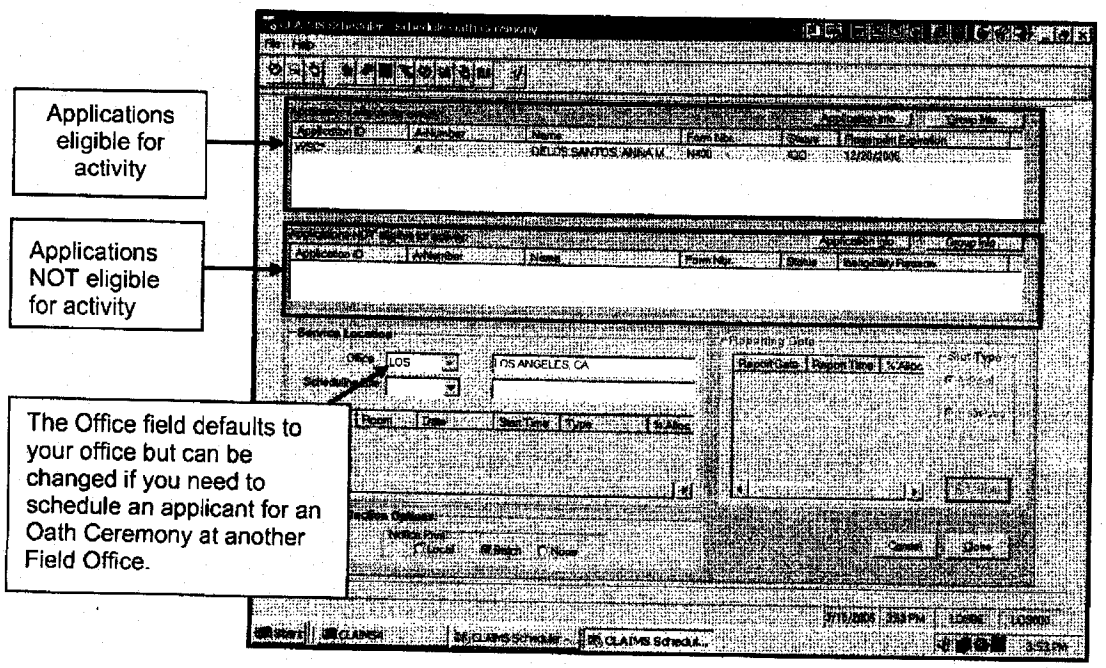
3. Wand in or type the **Application ID** in the **value** field.

> **NOTE:** The **Select Applications where...** field defaults to **Application ID**; however, you can also locate an applicant by clicking the **Select Applications where...** drop-down arrow, selecting **Alien Number**, and typing the applicant's A-Number. Or, you can locate an applicant by selecting **Group ID**, and typing the group number of which the applicant is a member.



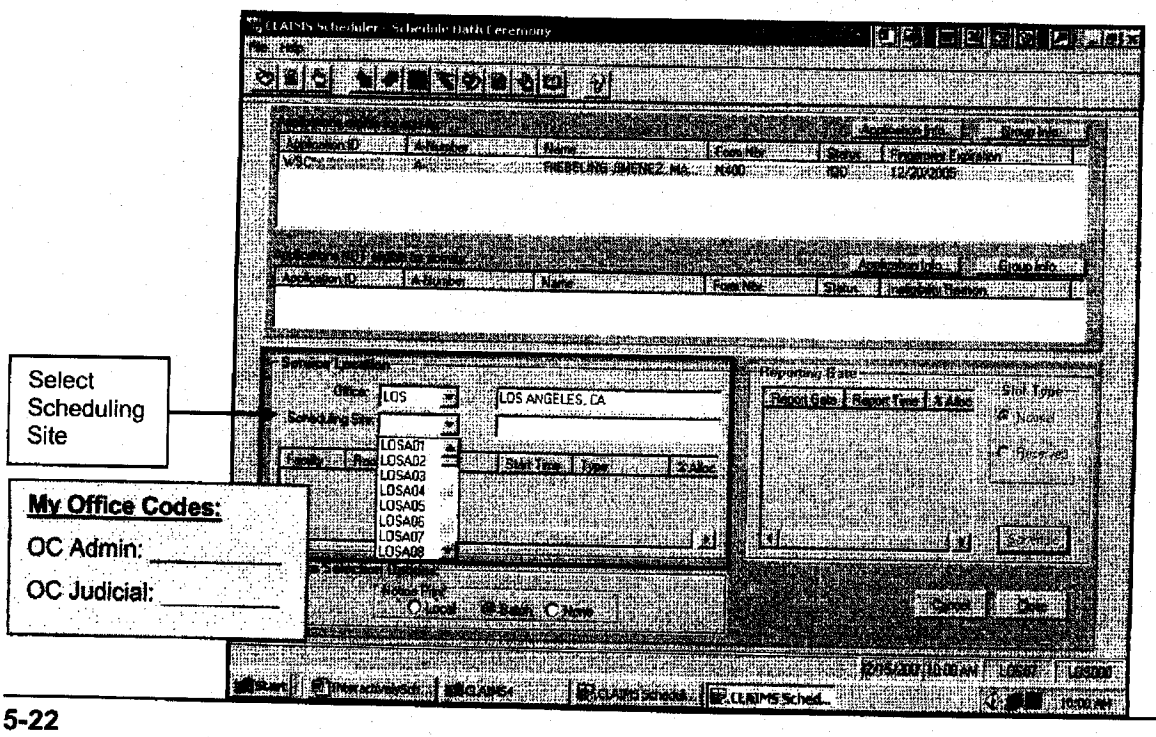
4. Click the **OK** button.

The *Schedule Oath Ceremony* screen displays. In order to interactively schedule the applicant for an Oath Ceremony, applicant information must display in the *Applications eligible for activity:* section at the top of the *Schedule Oath Ceremony* screen.



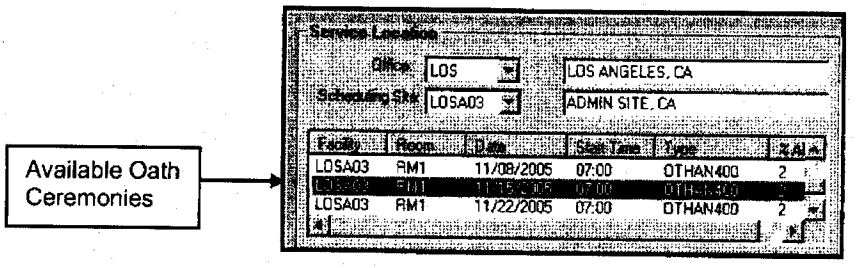
NOTE: If the applicant information displays in the *Applications NOT eligible for activity* section, the applicant cannot be scheduled for an Oath Ceremony at this time because the application is not in the appropriate workflow state. Click the **Application Info** button for information.

5. Select the **Scheduling Site** from the drop-down arrow in the *Service Location* section.

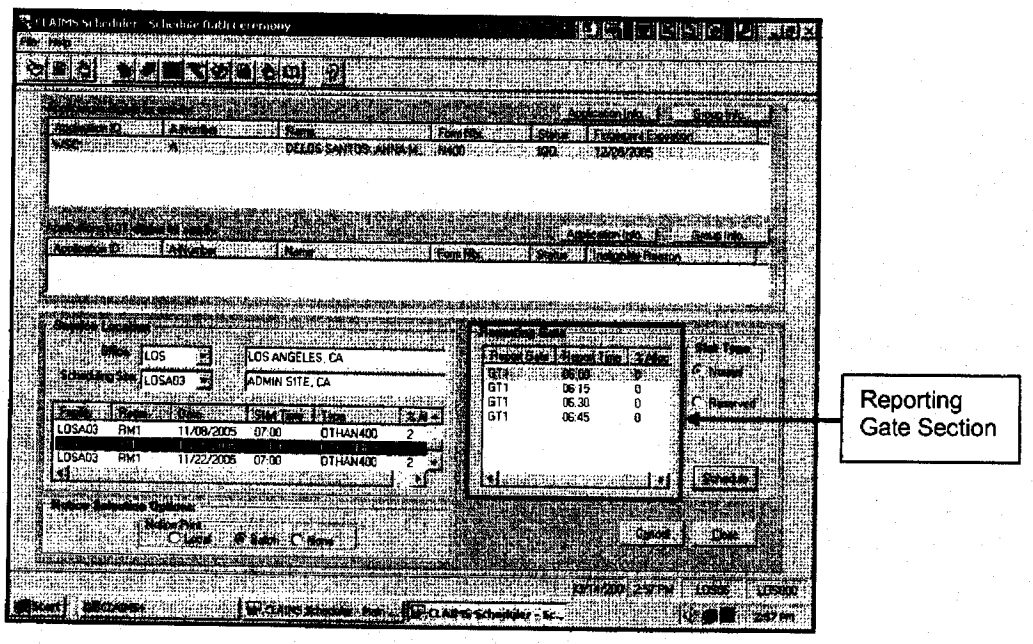


Once the *Scheduling Site* has been selected, all Oath Ceremonies scheduled for the site appear.

6. Select the *Oath Ceremony* for which you wish to schedule the applicant from the list of *Available Oath Ceremonies*.

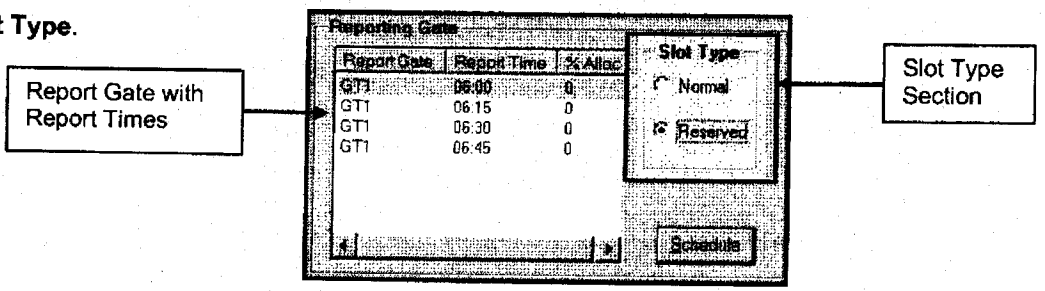


The available **Reporting Gates** with the available **Reporting Times** appear in the *Reporting Gate* section.



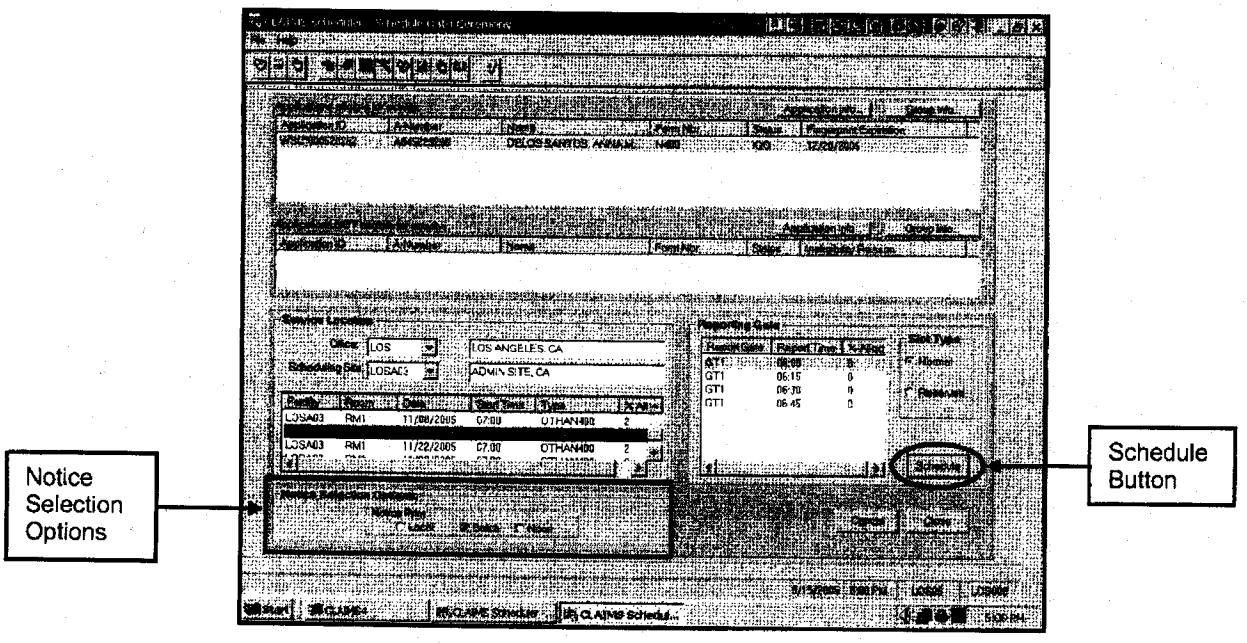
7. Select the **Report Gate** with the corresponding **Report Time** from the *Reporting Gate* section.

8. Select the **Slot Type**.



NOTE: When *interactively* scheduling an applicant, CLAIMS 4 will allow you to choose either *Normal* or *Reserved* as the *Slot Type*. However, since *Batch* Scheduling fills *Normal* slots only and leaves the *Reserved* slots open and available for the office to schedule one applicant at a time, users will normally choose *Reserved* when interactively scheduling an applicant for an Oath Ceremony.

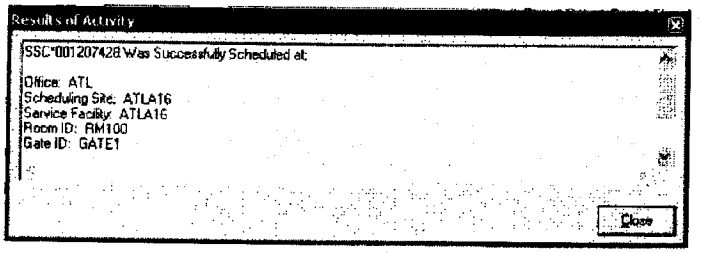
9. Select *Local*, *Batch*, or *None* in the *Notice Selection Options* section to specify whether to print a notice, and if so, where (at your office, or at the NBC).



NOTE: *Batch* is the default selection and will direct notices to be printed at the NBC. If *Local* is selected, the Oath Ceremony Notice will print at your office. It is recommended that you choose the *Local* option if the Oath Ceremony is to occur in less than 30 days. If the Oath Ceremony is to occur 30 days or more from the date the applicant is being scheduled for the Oath Ceremony, the *Batch* option should be selected. The notice will be sent to the NBC to be printed 30 days prior to the ceremony. The user may also choose the *None* option if it is not necessary to print the notice.

10. Click the **Schedule** button.

The *Results of Activity* dialog box will appear.



11. Click the **Close** button on the *Results of Activity* dialog box.

You are returned to the *CLAIMS Scheduler – Query Builder* screen.

12. Click the **Cancel** button to exit.

13. Select ***File, Exit*** from the menu to exit the *CLAIMS Scheduler* screen.

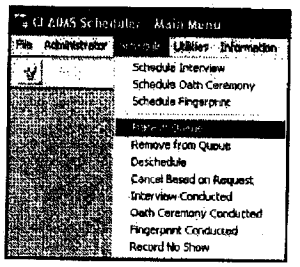
PLACE A CASE IN THE READY TO SCHEDULE QUEUE

The *Ready to Schedule Queue for Oath Ceremonies* is the holding area within CLAIMS 4 that lists the cases (applicants) waiting to attend an Oath Ceremony. These cases are automatically placed in the Ready to Schedule Queue for Oath Ceremony after the Adjudicator makes a decision on the case to *grant* naturalization. All granted cases with zip codes associated with your office will fall into your "Ready to Schedule Queue for Oath Ceremony".

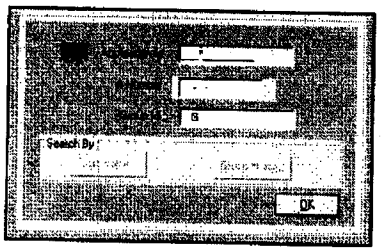
In cases where the applicant has had a change of address that results in a change of jurisdiction, the case will need to be removed from the original office's "Ready to Schedule Queue" before the change of address is recorded in the CLAIMS 4 *Case Management* or *Adjudications* module. Then, once the change of address is completed, the case *should* automatically be placed in the new office's "Ready to Schedule Queue". However, there are times when this does not happen automatically and it will be necessary to perform a CLAIMS 4 function called: *Place in Queue* to place the case in the appropriate Field Office's "Ready to Schedule Queue".

In addition, cases that were marked as a *No-Show* or cases whose Oath Ceremony appointment was *Cancelled*, would need to be placed back in the *Ready to Schedule Queue* to receive another Oath Ceremony appointment.

1. Select ***Schedule, Place in Queue*** from the *Scheduler* menu.

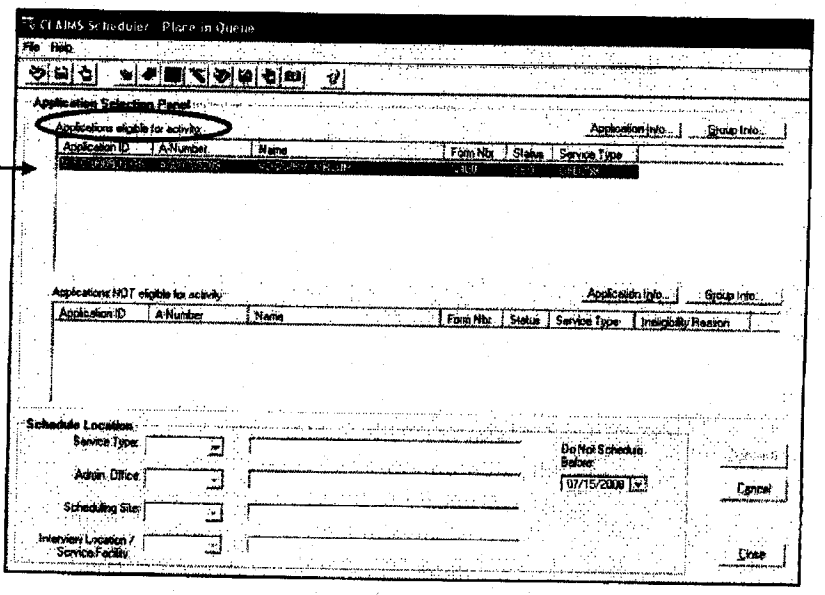


2. Type or wand the Application ID (or A-Number) of the applicant that you wish to place into the queue.



3. Click the **OK** button.

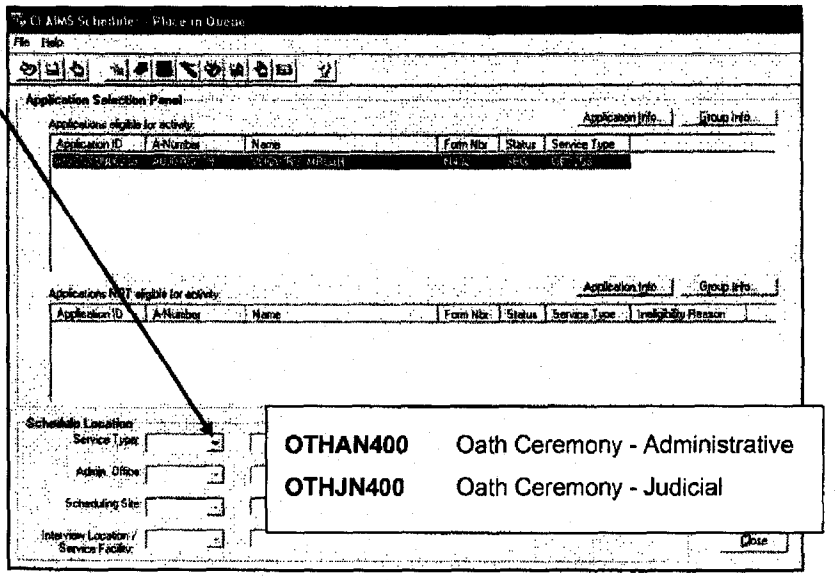
4. Make sure the *Application ID* you entered appears in the *Applications Eligible for Activity* section.



NOTE: If the applicant information displays in the *Applications NOT eligible for activity* section, the applicant cannot be placed in *the Ready to Schedule Queue* at this time because the application is not in the appropriate workflow state.

5. Click the drop-down arrow next to the **Service Type** and select the type of Oath Ceremony that the applicant is awaiting:

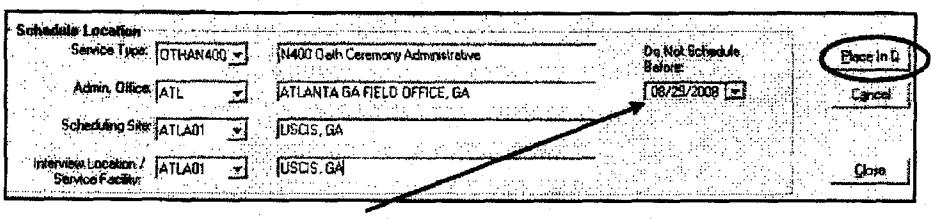
NOTE: *Only* select *OTHAN400*, or *OTHJN400*,. Do not select any of the other Service Types beginning with "OTH" since these are not currently supported in CLAIMS 4.



6. Select the **Administrative Office**, **Scheduling Site**, and **Interview (Oath Ceremony) Location** for the office in which you want to place the case.

My Office Codes:
OC Admin: _____
OC Judicial: _____

After you have selected the **Admin Office**, **Scheduling Site and Interview Location / Service Facility**, the **Place in Q** button becomes *active*.



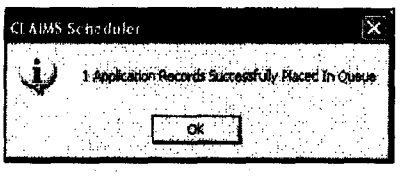
7. The **Do Not Schedule Before** field defaults to *today's date*. You may accept *today's date* or click the drop-down arrow to select *another date*.

NOTE: If you want to make sure that the applicant is not scheduled prior to a particular date, you would select the date from the drop-down calendar.

8. Click the **Place in Q** button.

9. Click the **OK** button on the confirmation window.

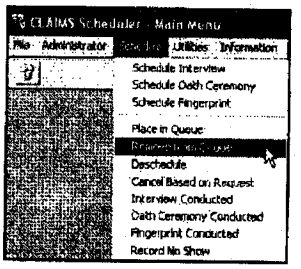
10. Click the **Close** button to return to the *Scheduler* screen.



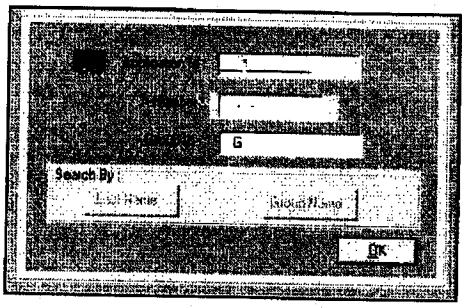
REMOVE A CASE FROM THE READY TO SCHEDULE QUEUE

In cases where the applicant has had a change of address that results in a change of jurisdiction, the case will need to be removed from the original office's "Ready to Schedule Queue" before the change of address is recorded in the CLAIMS 4 *Case Management* or *Adjudications* module.

1. Select ***Schedule, Remove from Queue*** from the *Scheduler* menu.

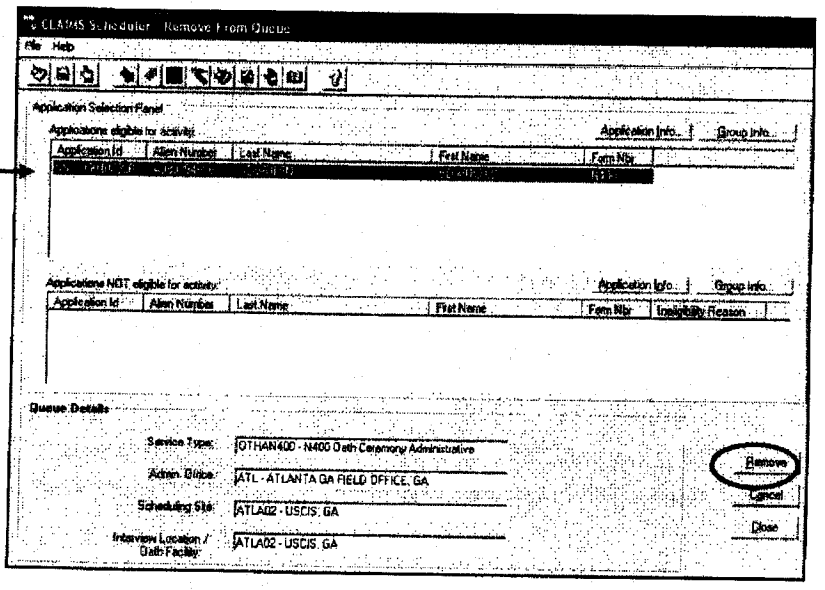


2. Type or wand the Application ID (or A-Number) of the applicant that you wish to remove from the queue.



3. Click the **OK** button.

4. Make sure the *Application ID* you entered appears in the *Applications Eligible for Activity* section.



NOTE: If the applicant information displays in the *Applications NOT eligible for activity* section, the applicant cannot be removed from *the Ready to Schedule Queue* at this time because the application is not in the appropriate workflow state.

5. Click the **Remove** button.

6. Click the **Yes** button.

7. Click the **OK** button.

8. Click the **Close** button to return to the *Scheduler* screen.

CANCEL / DESCHEDULE AN APPLICANT FROM AN OATH CEREMONY

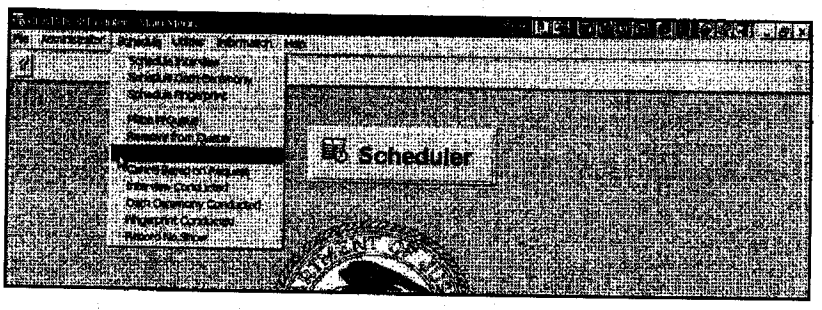
There are two ways to remove an Oath Ceremony appointment in CLAIMS 4: *Deschedule* or *Cancel by Request*. The **Deschedule** option is used to remove applicants from an Oath Ceremony at USCIS' request. The **Cancel by Request** option is used to cancel an Oath Ceremony appointment based on an applicant's request.

NOTE: Make sure that the Application is not open in another module like *Adjudications* or the workflow for this case will become out-of-sync.

1. From the CLAIMS 4 Switchboard, click on **Scheduling** to access the *Scheduling* module.

To Deschedule an Oath Ceremony:

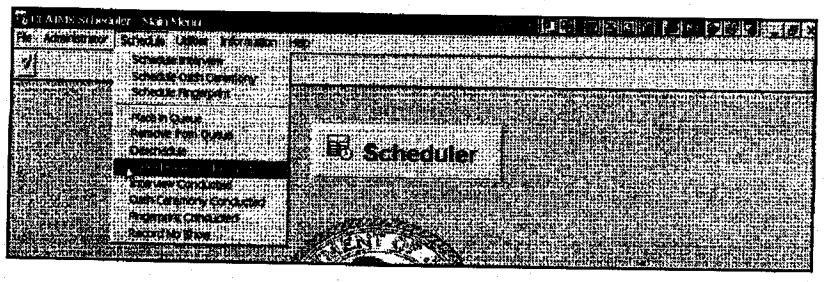
2. Select ***Schedule***, ***Deschedule*** from the menu.



OR

To Cancel an Oath Ceremony:

2. Select ***Schedule***, ***Cancel Based on Request*** from the menu to cancel.

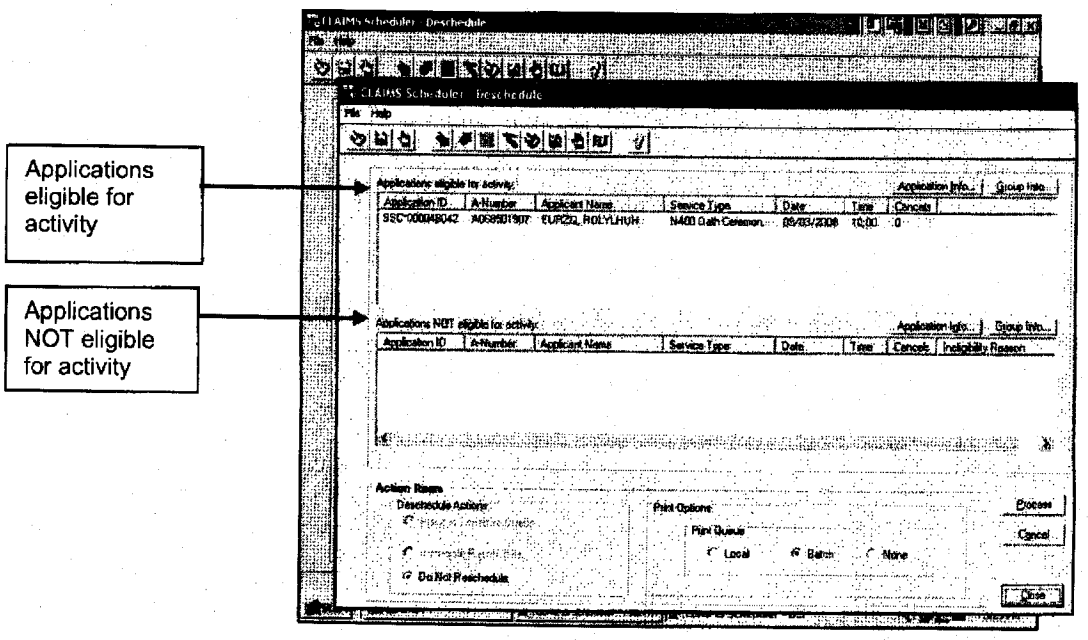


3. On the *Deschedule or Cancel Schedule* screen, type or wand the **Application ID**.

NOTE: The default is the **Application ID** field; however, you can also retrieve an applicant's case by clicking inside the **A-Number** field and typing their A-Number, or by clicking inside the **Group Id** field and typing the group number of which they are a member. The (*Search By:*) **Last Name** and **Group Name** buttons are not currently activated.

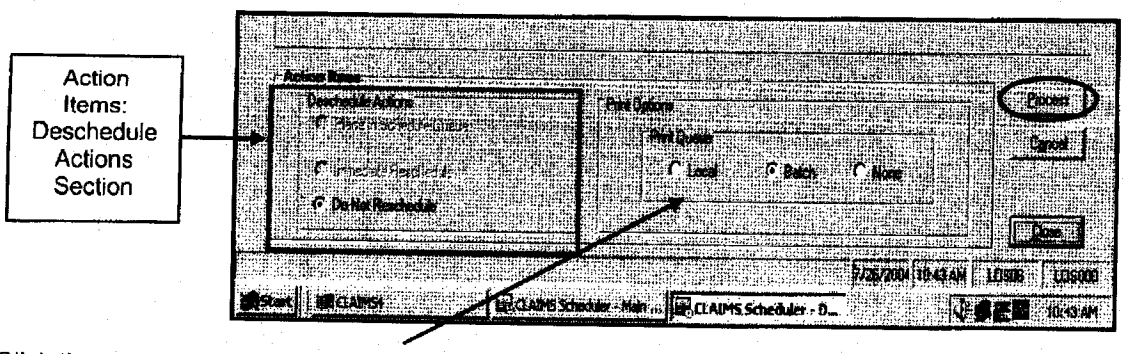
4. Click the **OK** button.

The *Deschedule* or *Cancel Schedule* screen displays. In order to deschedule or cancel the applicant's Oath Ceremony, applicant information must display in the *Applications eligible for activity* section at the top of the *Deschedule* or *Cancel Schedule* screen.



NOTE: If the applicant information displays in the *Applications NOT eligible for activity* section, the applicant's interview cannot be descheduled or cancelled at this time because the application is not in the appropriate workflow state.

NOTE: The **Do Not Reschedule** radio button will default in the *Action Items, Deschedule Actions* section. At this time, no other option is available.

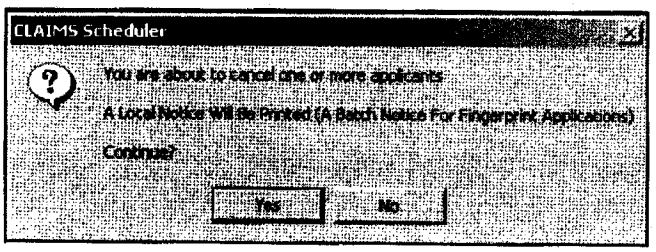


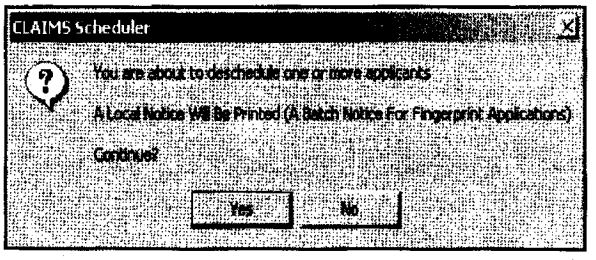
5. Click the appropriate notice print option from the *Print Options, Print Queue* section.

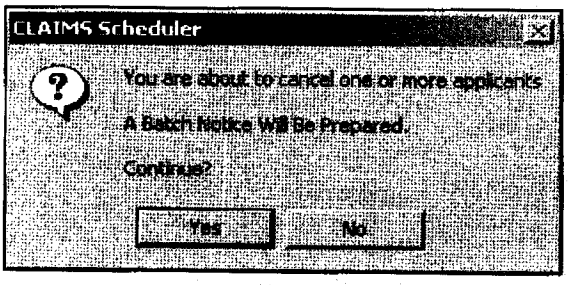
NOTE: *Batch* is the default. However, if *Local* is selected, the Interview Notice will print at your office. If *Batch* is selected, the Notice will print and be mailed by the NBC. It is not recommended to pick the *None* option.

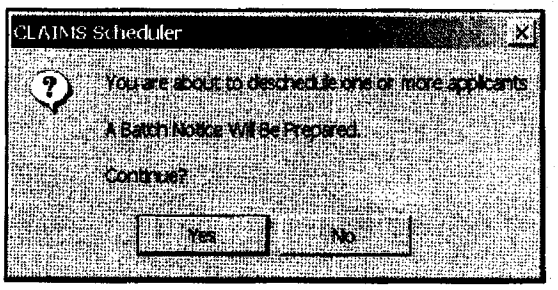
6. Click the **Process** button.

The *Notice* dialog boxes will display depending on whether Local or Batch was selected in the *Print Options, Print Queue* section.

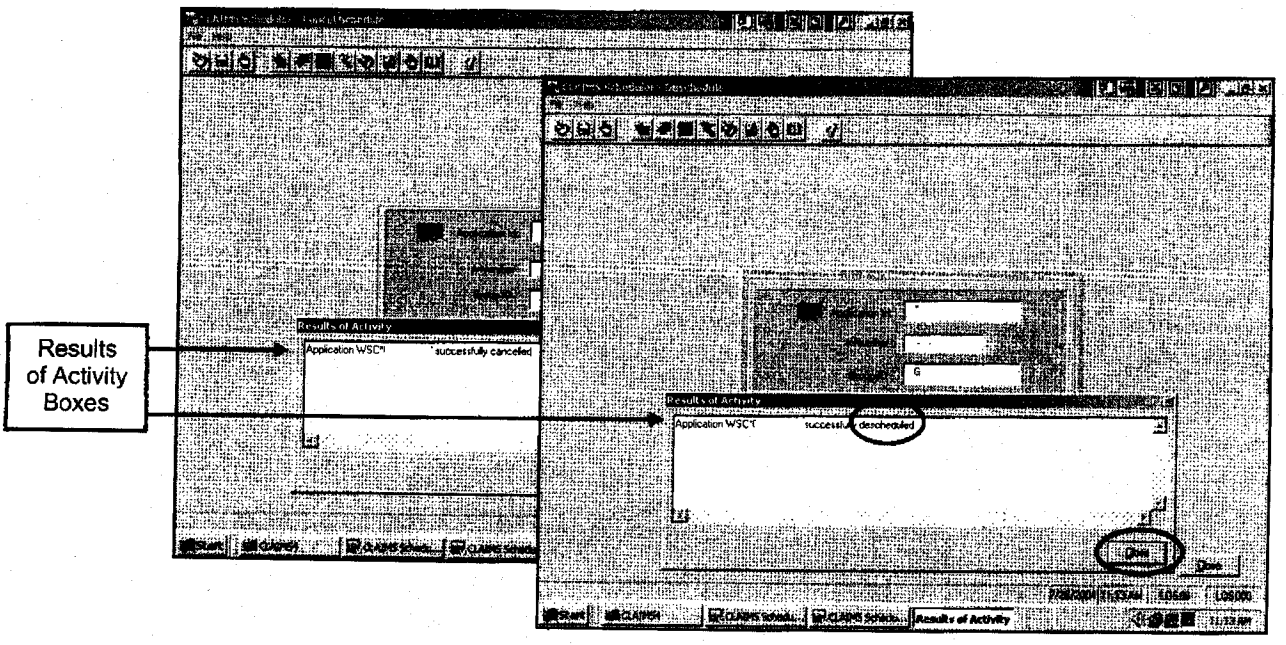






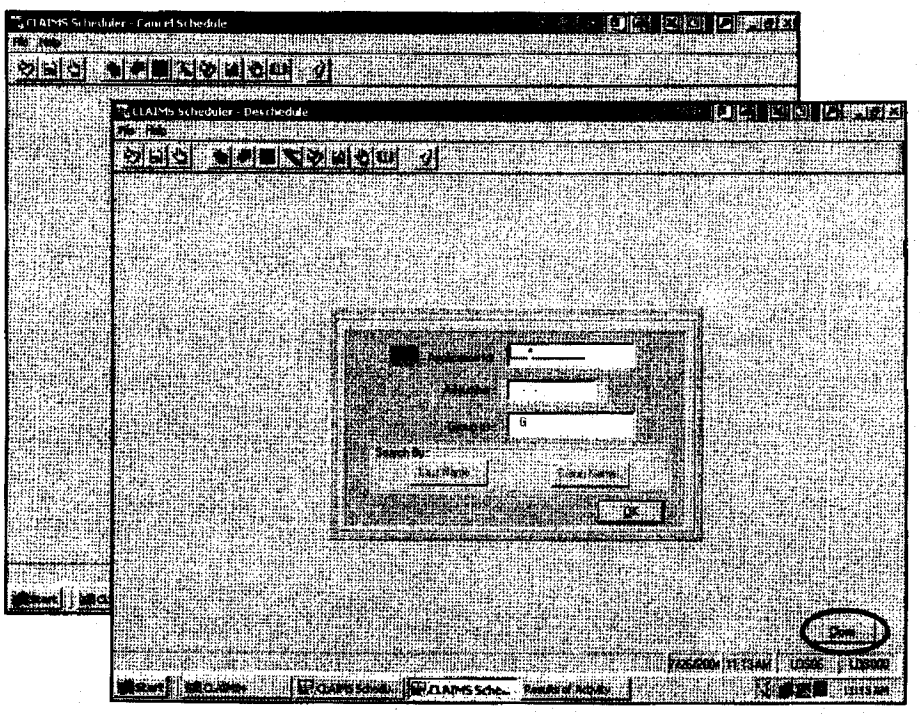


7. Click the **Yes** button on the *Notice* dialog box that appears.



8. Click the **Close** button on the *Results of Activity* dialog box.

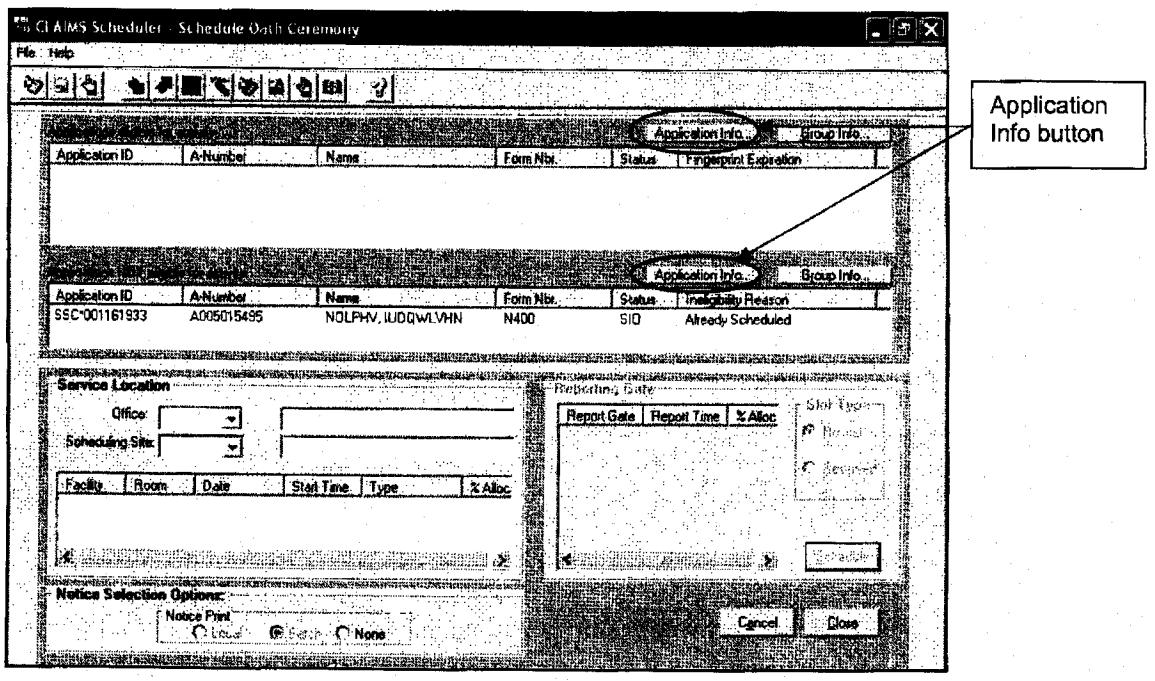
9. Repeat steps 3 – 8 to deschedule or cancel another Oath Ceremony appointment or click the **Close** button on the *Deschedule* or *Cancel Schedule* screen to return to the *Scheduler* screen.



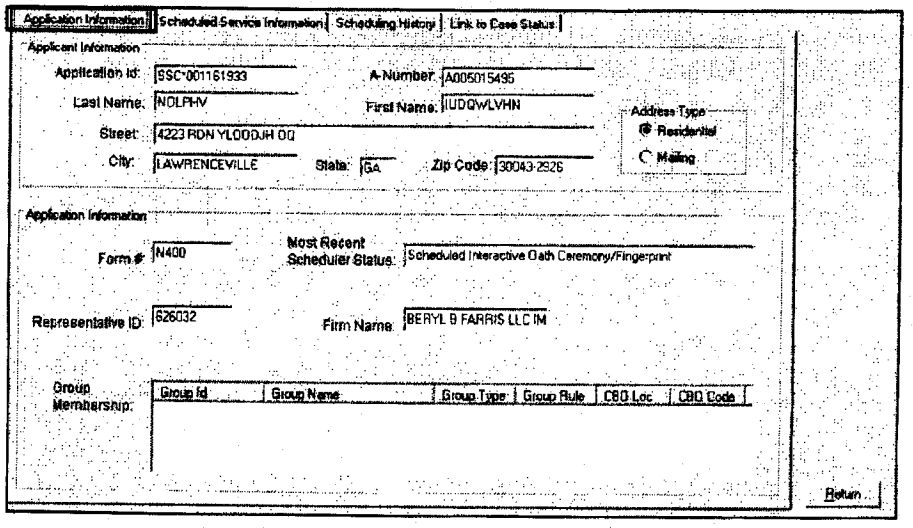
After an Oath Ceremony is cancelled or descheduled, the case will need to be placed back in the *Ready to Schedule* queue (see page 5-25) if you want the applicant to be scheduled for another Oath Ceremony appointment. Once placed back in the *Ready to Schedule Queue*, the case will automatically be assigned an Oath Ceremony appointment the next time the *Batch Scheduler* is run or the user can *interactively* schedule an Oath Ceremony appointment for the applicant.

APPLICATION INFO BUTTON

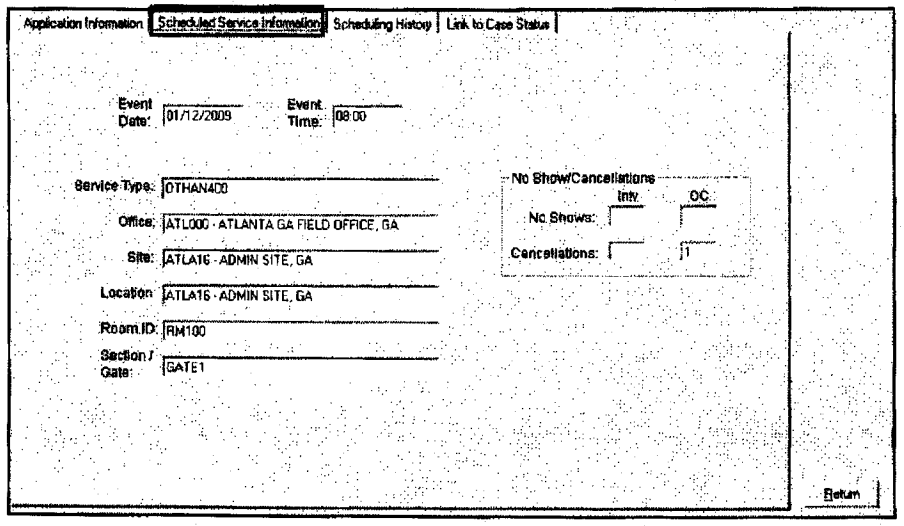
The functions interactively scheduling an applicant for an interview, placing and removing an application from the oath ceremony queue, and canceling and descheduling an application for an oath ceremony have one important thing in common: the function screen displays whether the application is eligible or NOT eligible for the particular activity. The *Applications eligible for activity* and *Applications NOT eligible for activity* section contain the **Application Info** button. By clicking this button you can see additional information about the case such as Application Information, Scheduled Service Information, Scheduling History and case status.



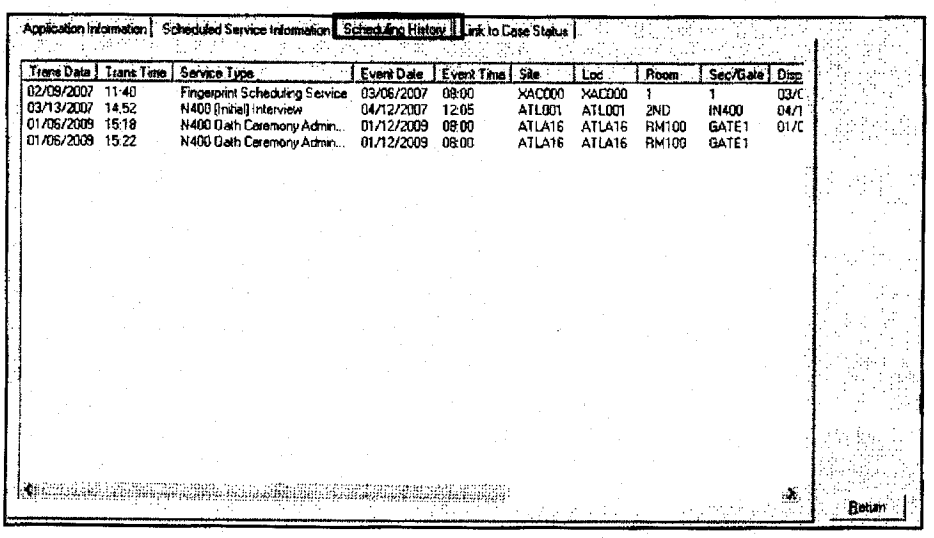
1. Click the **Application** button to access tabs that display additional information. The Application Information displays.



2. Click the ***Scheduled Service*** Information tab. The Scheduled Service Information displays.



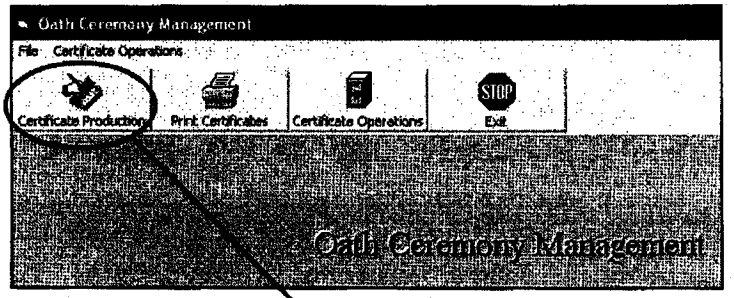
3. Click the ***Scheduling History*** tab. The Scheduling History information displays.



CHAPTER 6: OATH CEREMONY MANAGEMENT

Introduction	The *Oath Ceremony Management* module is used to assist Field Offices with the preparation and printing of naturalization certificates. Certificates are controlled legal documents that must be carefully stored and available only to those who are designated to work with them. Because of the importance of the certificate to the naturalization process, typically one printer is solely devoted to the printing of an office's certificates. Certificates cannot be reused.
Objectives	After completing this chapter you will be able to: ▪ Queue a Ceremony ▪ Print a certificate and update CLAIMS 4 ▪ Perform a quality assurance check ▪ Reprint Certificates ▪ Reset applicants' information ▪ Reassign Certificate Numbers ▪ View the history of an applicant's certificate ▪ Void a printed certificate ▪ Close out Cases.
Key Terms	The following new terms are introduced in this chapter: **Batch** Two or more certificates printed at the same time **Certificate Number** Unique ID number assigned to a naturalization certificate. The certificate number is preprinted on the certificate and must be entered into CLAIMS 4 when a print request is made **Destroy** Make a naturalization certificate unusable by taking an action such as shredding it **Naturalization Certificate** Official document that is presented to an applicant during an Oath Ceremony and that serves as proof of citizenship **Queue Ceremony** Place a request to print certificates for an Oath Ceremony onto a print server **Void** Record that a certificate number and its corresponding certificate are invalid.

OATH CEREMONY MANAGEMENT SCREEN



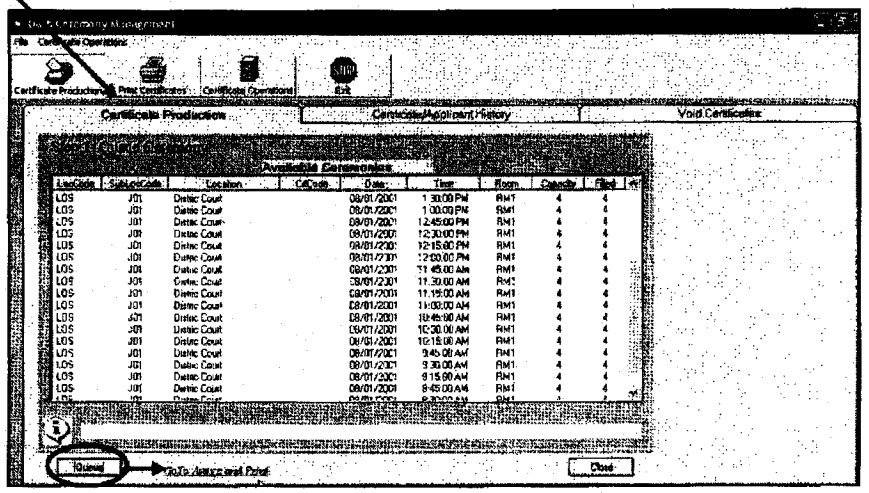
Oath Ceremony Management buttons:

The first 3 buttons at the top of the *Oath Ceremony Management* screen all lead you to the same window but each button activates a different *tab* within the window.

The **Exit** button returns you to the CLAIMS 4 switchboard.

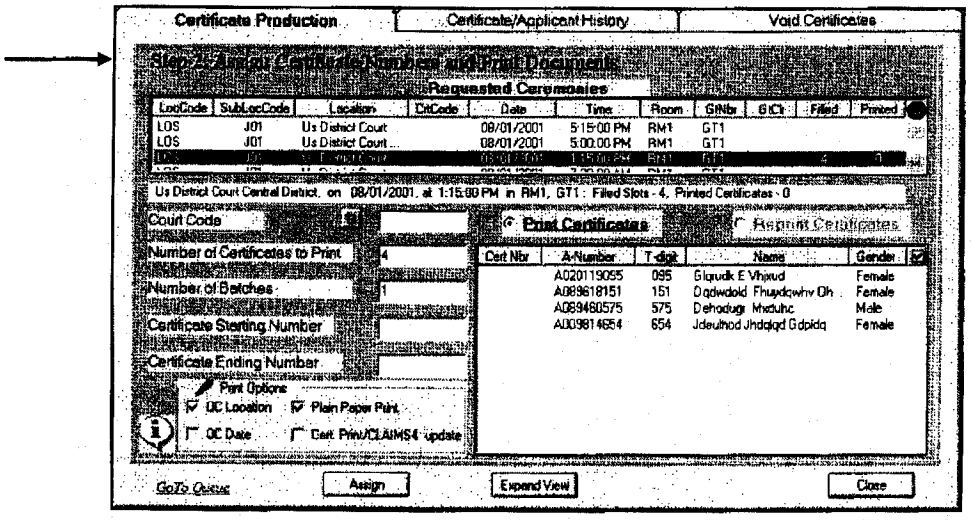
Certificate Production tab

The ***Certificate Production*** tab displays the Oath Ceremonies that have been scheduled. Once a ceremony is selected, this tab allows the user to assign certificate numbers to applicants and print the certificates.



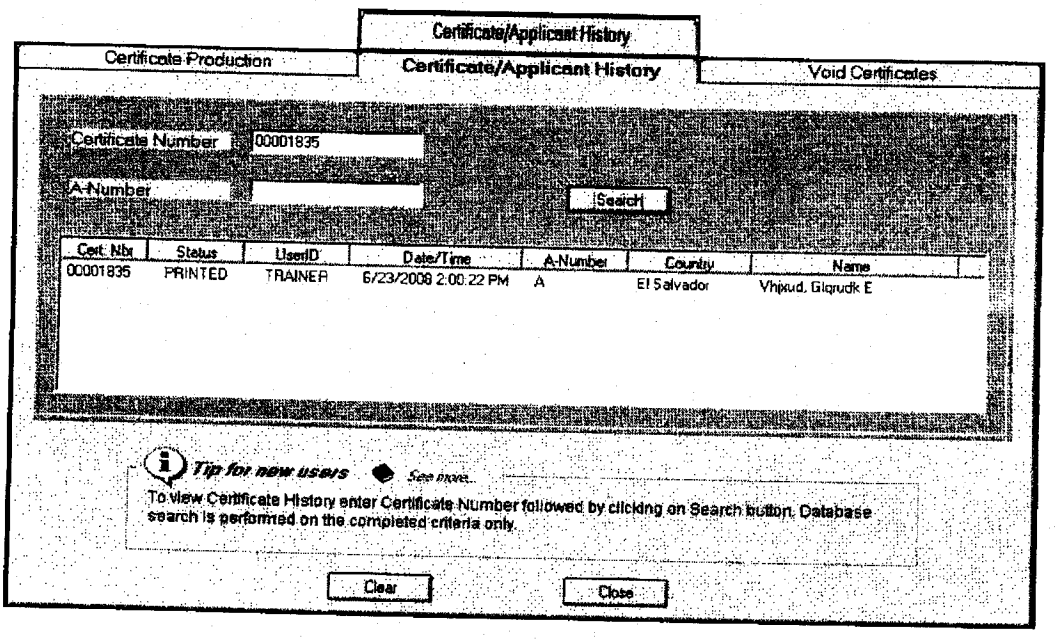
After clicking the **Queue** button, the *GoTo Assign and Print* link appears.

Clicking the *GoTo Assign and Print* link takes you to *STEP 2: Assign Certificate Numbers and Print Documents* window.



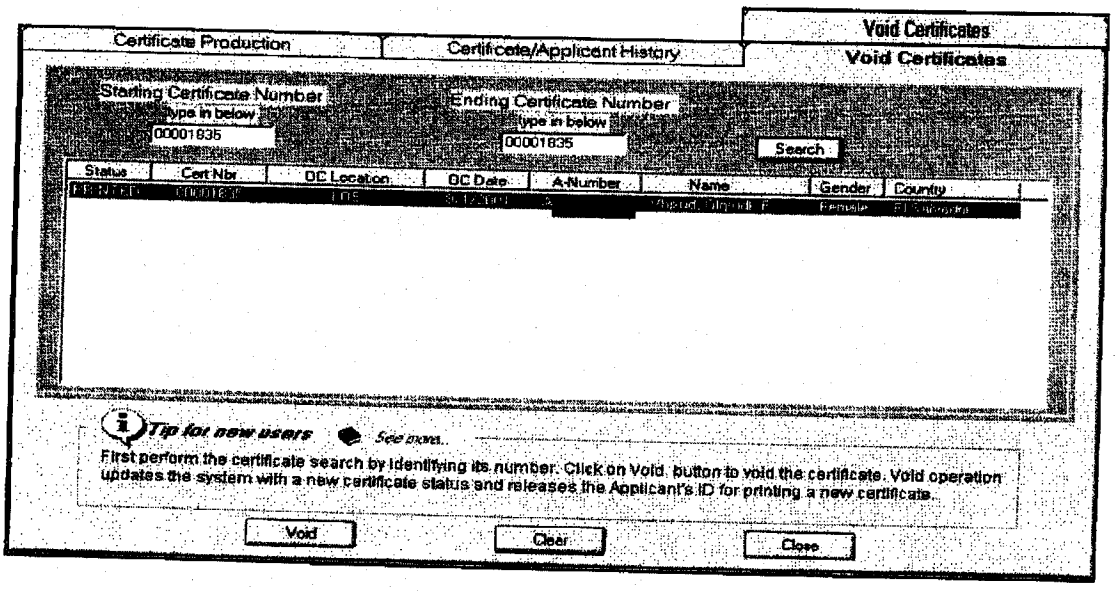
Certificate / Applicant History tab

The ***Certificate / Applicant History*** tab allows the user to search for a certificate number to see who is assigned to the number and any activities related to printing the certificate. Activities, shown in the *Status* column, indicate the date and time a certificate was printed and whether the certificate was ever voided.



Void Certificates tab

The ***Void Certificates*** tab is used to void a naturalization certificate which records that the certificate number and its corresponding certificate are invalid.



PRINTING NATURALIZATION CERTIFICATES

After applicants have been scheduled for an Oath Ceremony in the CLAIMS 4 *Scheduling* module, the naturalization certificates need to be printed. In order to print the naturalization certificates, the user must complete the following two processes in CLAIMS 4:

- Queue the Oath Ceremony
- Print the Certificates and Update CLAIMS 4

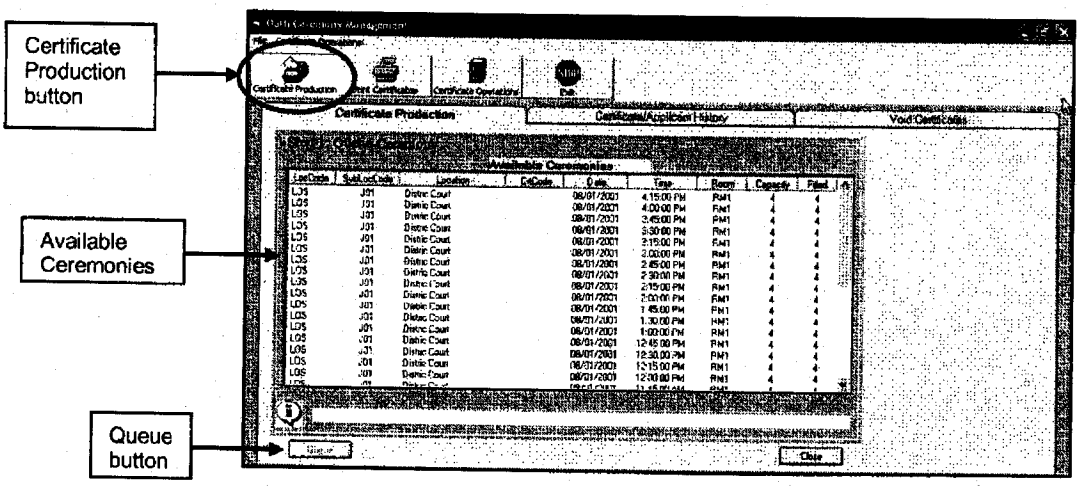
Queue the Oath Ceremony:

1. From the CLAIMS 4 switchboard, click on **Oath Ceremony Management** to access the *Oath Ceremony Management* module.

2. Click the **Certificate Production** button.

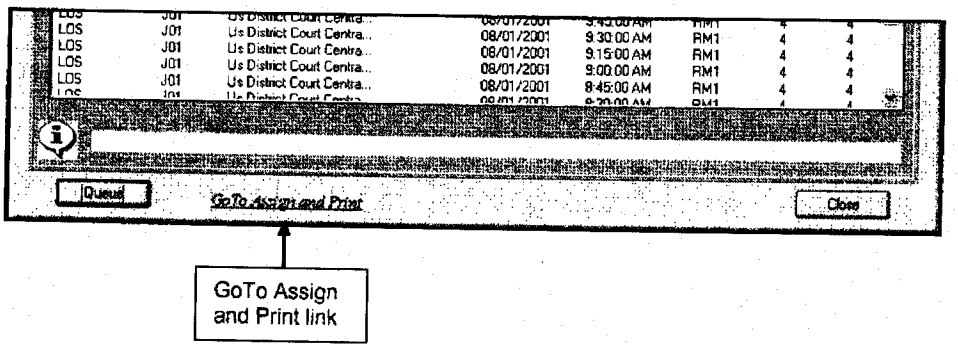
   The ***Certificate Production*** tab defaults and displays Available Ceremonies to be queued.

3. Select a ceremony from the *Available Ceremonies* frame.



4. Click the **Queue** button to queue the ceremony.

NOTE: The *GoTo Assign and Print* link appears at the bottom of the screen.

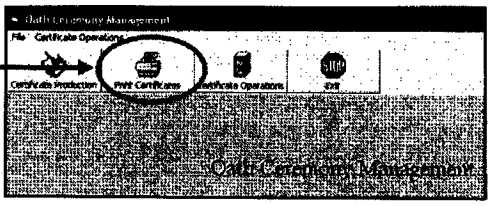


5. Click the **Close** button to close the screen.

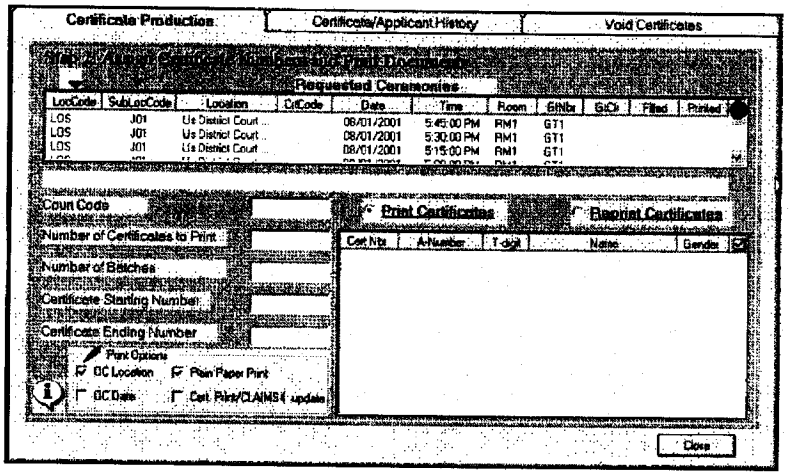
Print the Certificates and Update CLAIMS 4:

After queuing a ceremony you are ready to assign Naturalization Certificate numbers to the applicants, print the certificates and update CLAIMS 4 with the information.

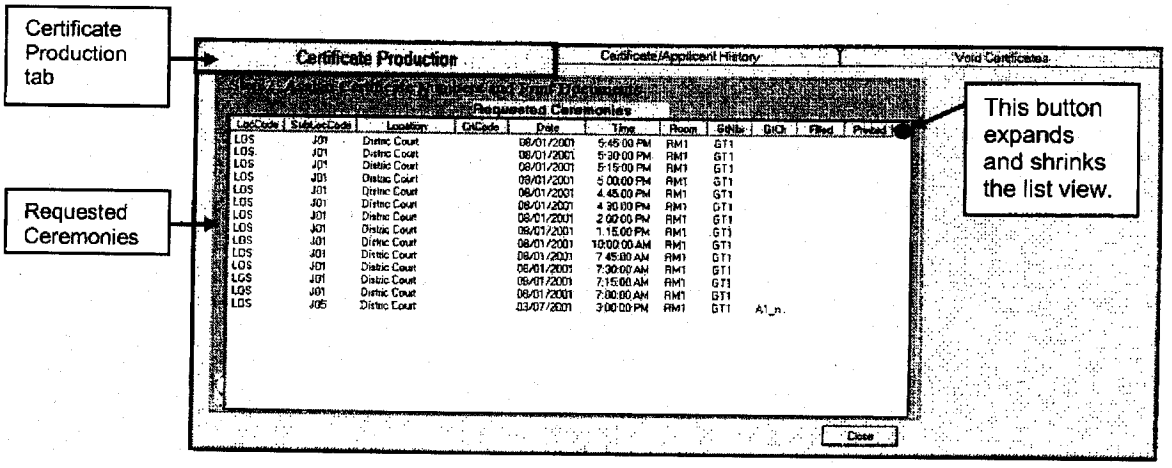
1. From the CLAIMS 4 switchboard, click on **Oath Ceremony Management** to access the *Oath Ceremony Management* module.
2. Click the **Print Certificates** button.



The ***Certificate Production*** tab appears and displays Requested Ceremonies for which certificates can be assigned.



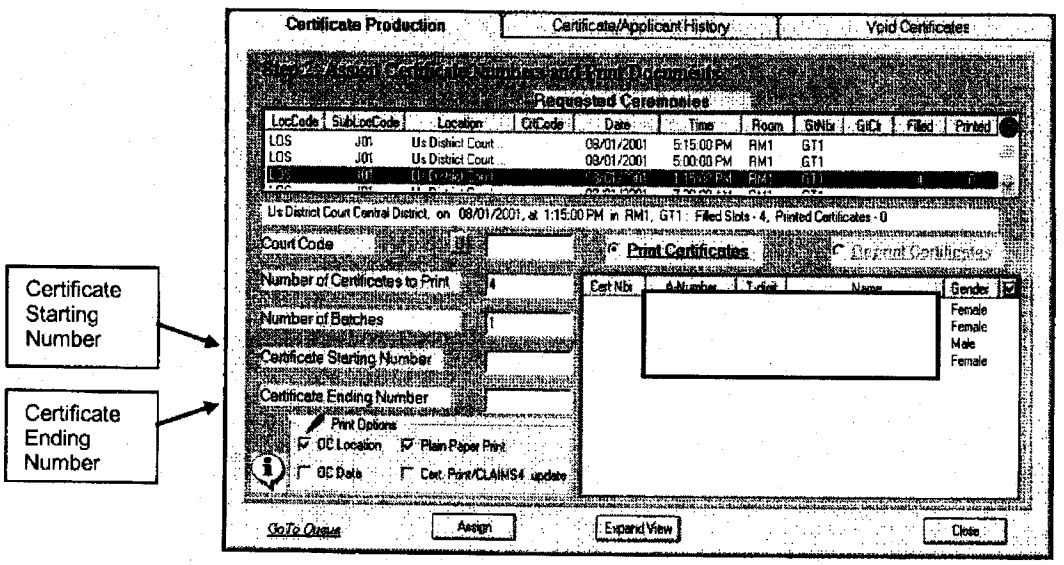
3. Click the button in the upper right corner of the *Requested Ceremonies* window to view an expanded list of ceremonies.



4. Click on a *ceremony* to select it.

Fields pertaining to the certificate numbers, Print Options and data concerning the oath ceremony attendees appear on the *Assign Certificate Numbers and Print Documents* screen.

(b)(6)



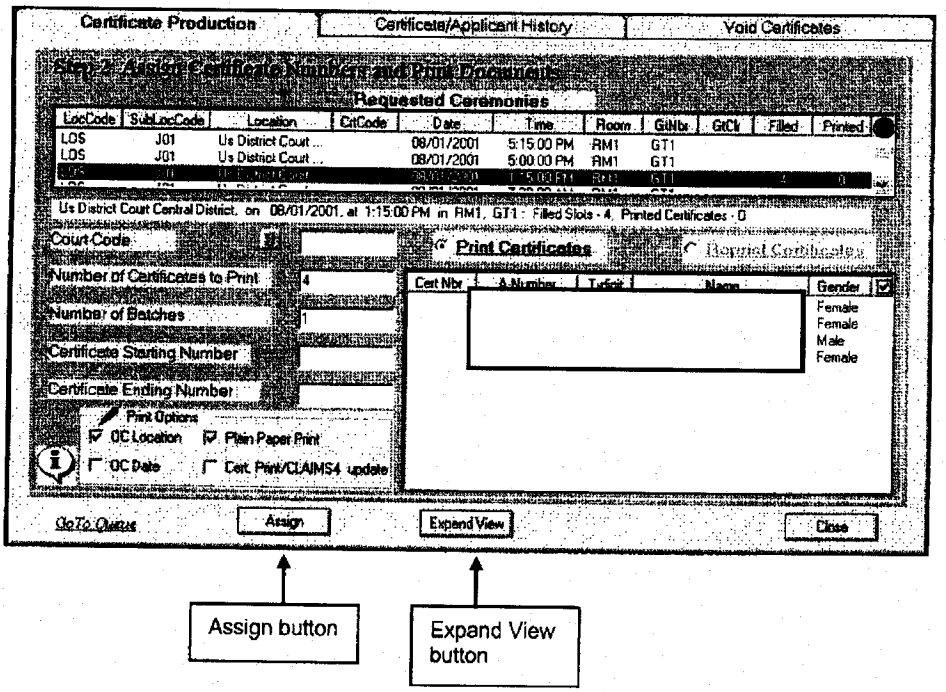
5. Verify that *1* defaults in the **Number of Batches** field.

6. Enter the first certificate number into the **Certificate Starting Number** field.

NOTE: The **Certificate Ending Number** automatically calculates and displays.

7. Click the **Assign** button to assign the certificate numbers to the Applicant names.

(b)(6)



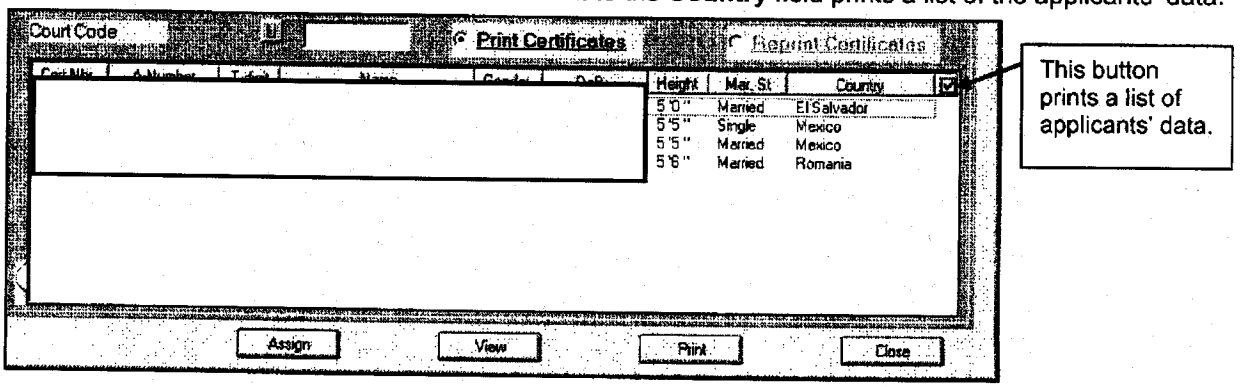
Perform a Quality Check Prior to Printing the Official Certificates (optional):

You can verify the information that will be printed before actually printing certificates by printing the certificate information on plain paper.

1. On the ***Certificate Production*** tab click the [Expand View] button.

NOTE: The button toggles to **View**. The **Expand View** button provides a full screen view of the fields to be printed on a certificate. The **check** button next to the **Country** field prints a list of the applicants' data.

(b)(6)



2. Click the [View] button to return to normal view.

3. Click [☑ Plain Paper Print].

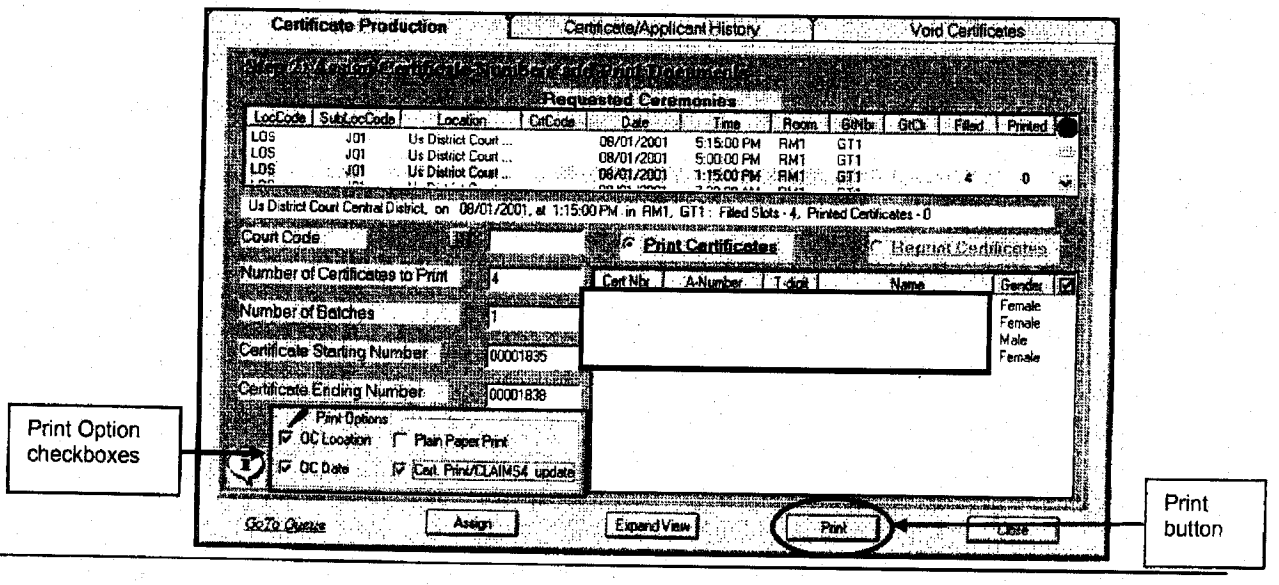
4. Click the [Print] button.

5. Click the **Yes** button to proceed with a test print.

Print the Certificates on the Official Certificate Paper:

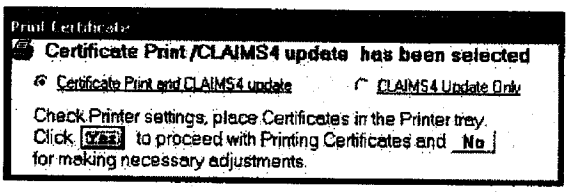
6. From the *Print Options* box select the **OC Location**, **OC Date** and **Cert.Print/CLAIMS4** update checkboxes.

(b)(6)



7. Click the **Print** button.

   The *Print Certificate* dialog box appears.



8. Click **Yes** on the *Print Certificate* dialog box to accept the default **Certificate Print and CLAIMS4 update**.

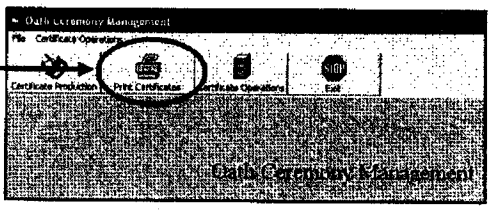
9. Click the **Close** button on the ***Certificate Production*** tab.

10. Select ***File, Exit*** from the menu to exit the *Oath Ceremony Management* module.

REPRINT NATURALIZATION CERTIFICATES

You may need to reprint a certificate if you forgot to place the official certificates in the printer. Certificate information may have printed on plain paper. Once you place the certificate(s) in the printer, you can click the **Reprint** button.

1. From the CLAIMS 4 switchboard, click on **Oath Ceremony Management** to access the *Oath Ceremony Management* module.
2. Click the **Print Certificates** button.

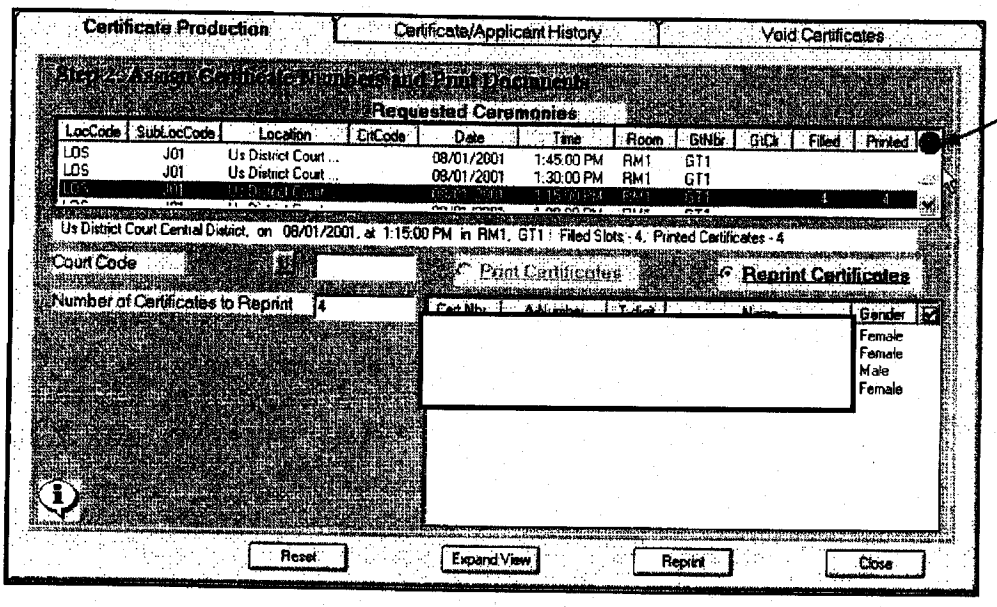


The ***Certificate Production*** tab appears and displays Requested Ceremonies for which certificates can be assigned.

3. Click the button in the upper right corner of the *Requested Ceremonies* window to expand the view.
4. Select the *ceremony* that contains the certificate(s) that you need to print again.

NOTE: Since you already printed the certificates, the **Reprint Certificates** radio button is active.

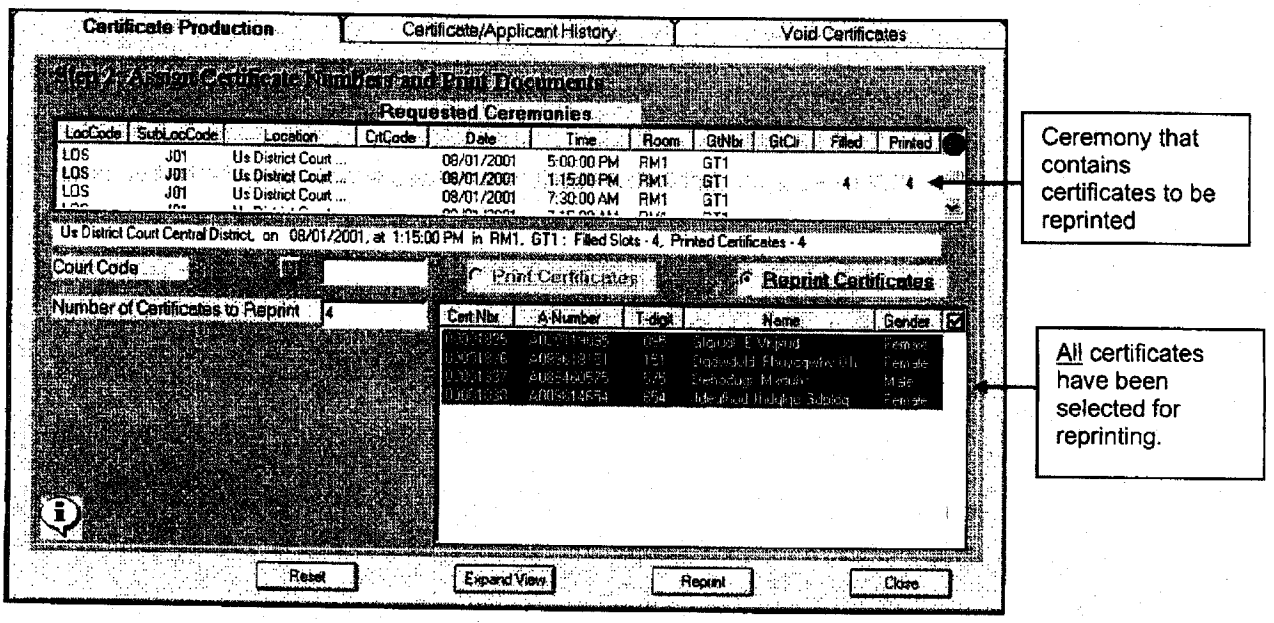
(b)(6)



This button expands and shrinks the list view.

continued on next page...

Select all of the certificates by: clicking the first certificate, holding down the **SHIFT** key, and then clicking the last certificate. You can use the **SHIFT** key whenever you are selecting consecutive certificates. You may also select several non-consecutive certificates by clicking the first certificate, holding down the **CTRL** key and clicking on the other certificates that you want to select.



5. Click the button.

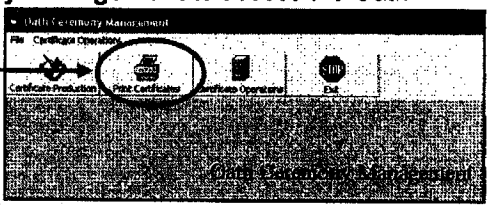
6. Click the button on the ***Certificate Production*** tab.

7. Select ***File, Exit*** from the menu to exit the *Oath Ceremony Management* module.

RESET APPLICANTS' INFORMATION

You may need to reset one or more certificates so that the information on the certificate(s) matches the information in CLAIMS 4. For example, a batch of certificates may need to be reset because a blank piece of paper was between the certificates when the user placed them in the printer.

1. From the CLAIMS 4 switchboard, click on **Oath Ceremony Management** to access the *Oath Ceremony Management* module.
2. Click the **Print Certificates** button.



The ***Certificate Production*** tab appears and displays Requested Ceremonies for which certificates can be assigned.

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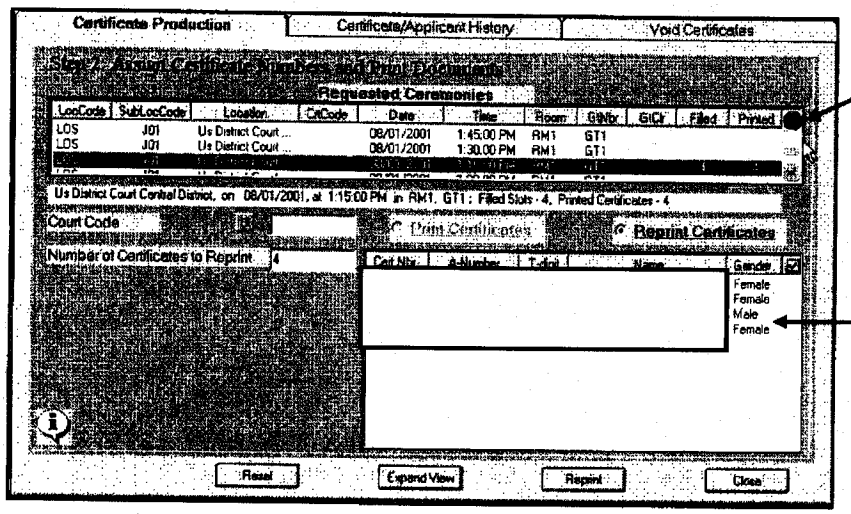


This button expands and shrinks the list view.

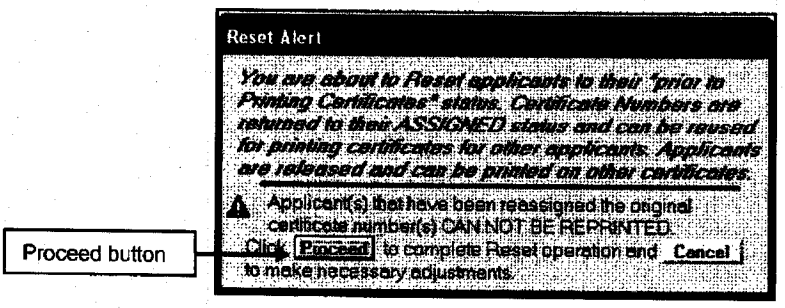
Select all of the certificates by: clicking the first certificate, hold down the **SHIFT** key, and then click the last certificate. You may also select several non-consecutive certificates by clicking the first certificate, holding down the **CTRL** key and clicking on the other certificates that you want to select.

3. Click the button in the upper right corner of the *Requested Ceremonies* window to expand the view.
4. Select the *ceremony* that contains the certificate(s) that you need to reset.

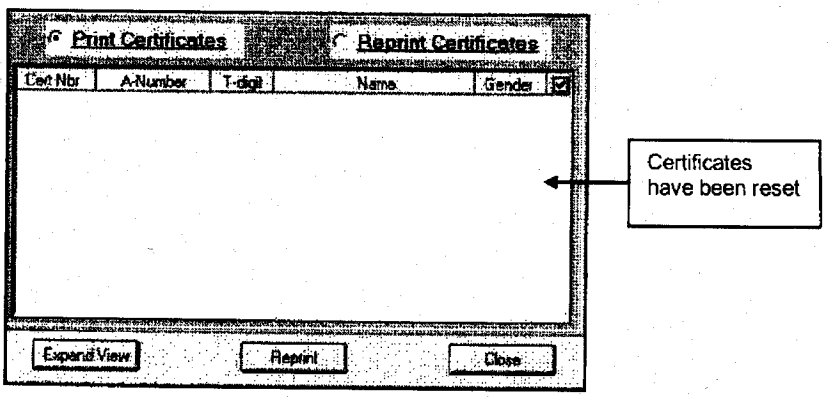
NOTE: Since you have printed the certificates, the **Reprint Certificates** radio button is selected.

5. Select the certificates that printed incorrectly (i.e., second, third, fourth). Select all of the certificates by: clicking the first certificate, hold down the **SHIFT** key, and then clicking the last certificate. You can use the **SHIFT** key whenever you are selecting consecutive certificates. You may also select several non-consecutive certificates by clicking the first certificate, holding down the **CTRL** key and clicking on the other certificates that you want to select.

6. Click the **Reset** Button. The *Reset Alert* dialog box appears.



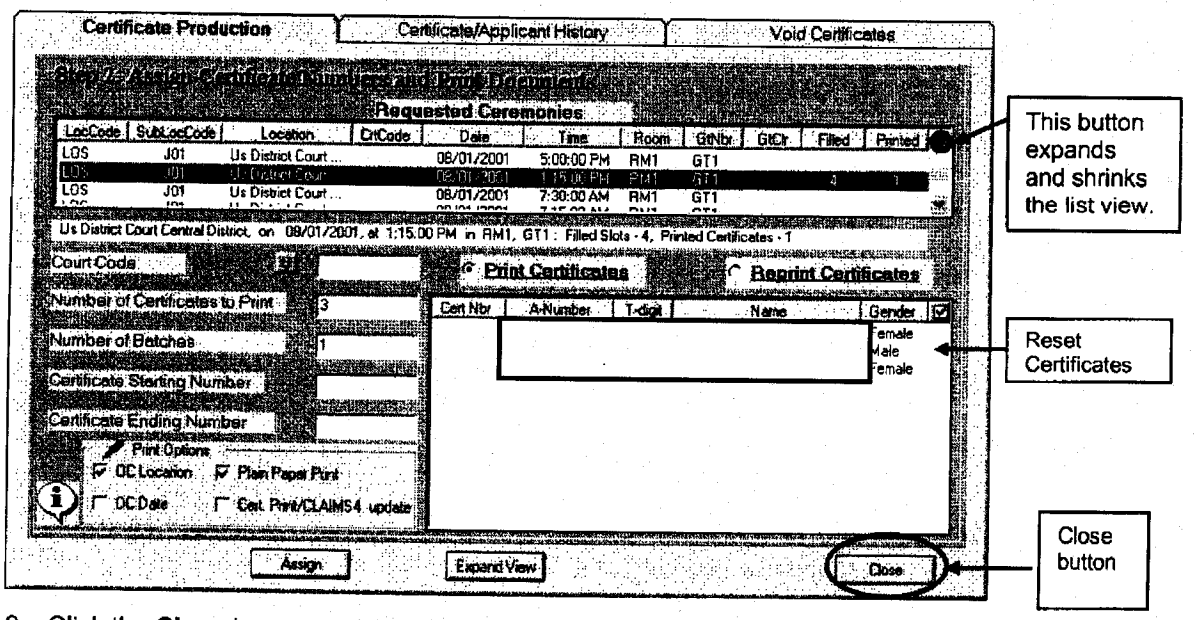
7. On the dialog box click **Proceed**. The certificate information no longer appears in the window.



8. To see the certificates that you reset, select the *ceremony* that contains the certificate(s).

NOTE: The certificates appear. Since you have reset the certificates, the **Print Certificates** radio button is selected.

(b)(6)



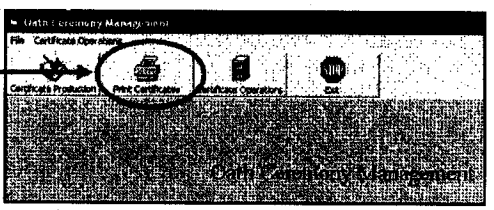
9. Click the **Close** button on the ***Certificate Production*** tab.

10. Select ***File, Exit*** from the menu to exit the *Oath Ceremony Management* module.

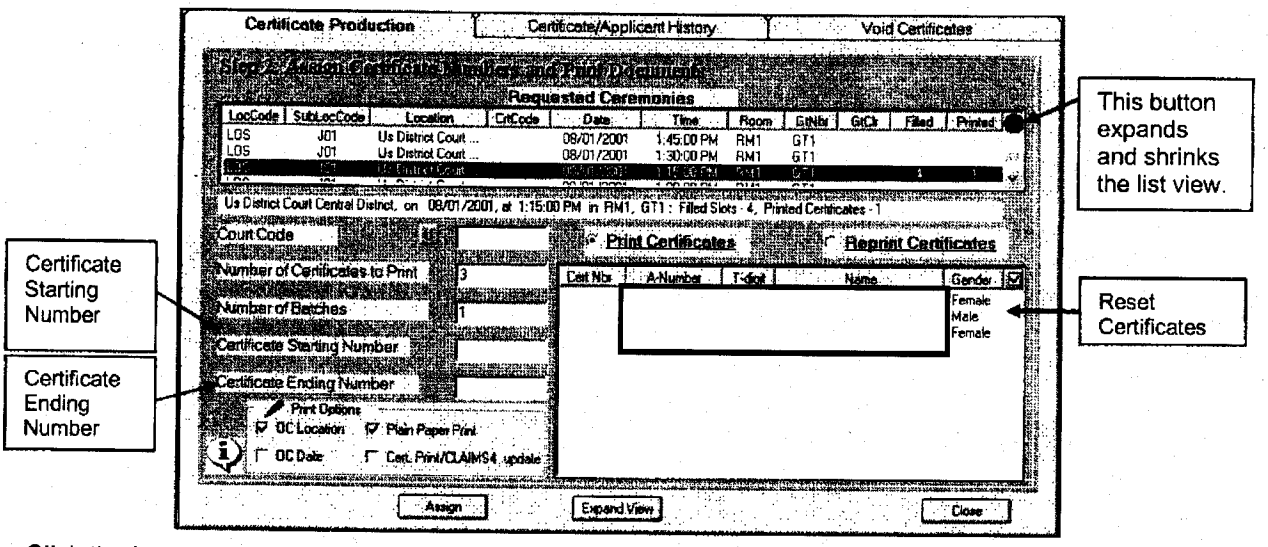
REASSIGN CERTIFICATE NUMBERS

Once you have reset certificates, you need to update CLAIMS 4 to match the actual certificate numbers with the correct applicant information.

1. From the CLAIMS 4 switchboard, click on **Oath Ceremony Management** to access the *Oath Ceremony Management* module.
2. Click the **Print Certificates** button.



The ***Certificate Production*** tab appears and displays Requested Ceremonies for which certificates can be assigned.

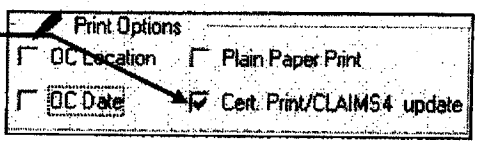


(b)(6)

3. Click the button in the upper right corner of the *Requested Ceremonies* window to expand the view.
4. Select the *ceremony* that contains the certificate(s) that you need to reset.

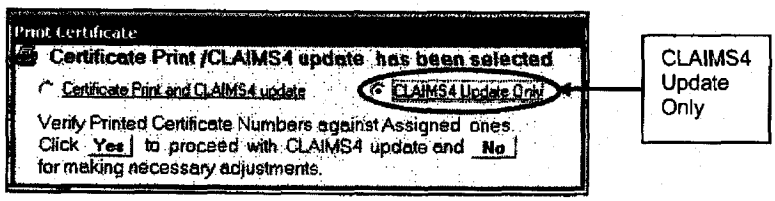
NOTE: Since you have reset the certificates, the **Print Certificates** radio button is selected. Enter *1* in the number of certificates in the **Number of Certificates to Reprint** field.

5. Enter the first certificate number that needs to be assigned in the **Certificate Starting Number** field. The number will default in the **Certificate Ending Number** field.
6. Select the applicant's name that you want to reassign.
7. Select the **Cert.Print/CLAIMS4 update** checkbox.



8. Click the button.
9. Click the button.

The *Print Certificate* dialog box appears.



10. Click the **CLAIMS 4 Update Only** radio button.

NOTE: You are updating CLAIMS 4 only so that the data matches the data that appears on the official document. You are not reprinting this certificate.

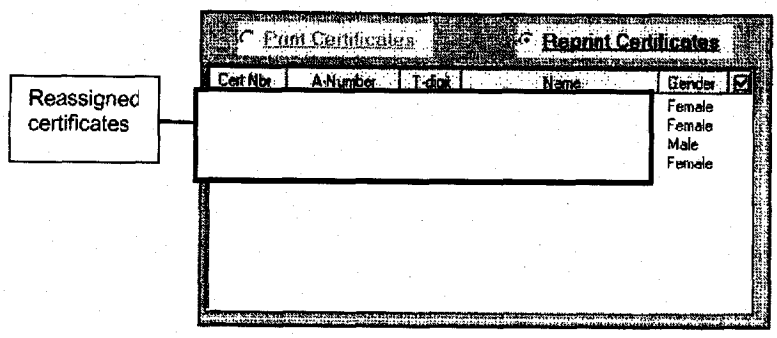
11. Click the **Yes** button to proceed.

12. Complete steps 6 – 11 to reassign additional certificate numbers.

13. Select Reprint Certificates on the ***Certificate Production*** tab to review the certificate numbers and their assigned applicants.

NOTE: If all certificates have been reassigned, the *Reprint Certificates* window will appear at the conclusion of reassigning.

(6)



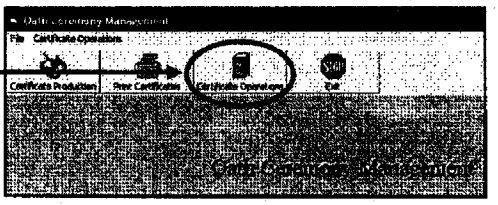
14. Click the **Close** button on the ***Certificate Production*** tab.

15. Select ***File, Exit*** from the menu to exit the *Oath Ceremony Management* module.

VIEW THE HISTORY OF AN APPLICANT'S CERTIFICATE

You can view activities of the certificate by viewing it in the ***Certificate/Applicant History*** tab.

1. From the CLAIMS 4 switchboard, click on **Oath Ceremony Management** to access the *Oath Ceremony Management* module.
2. Click the **Certificate Operations** button.

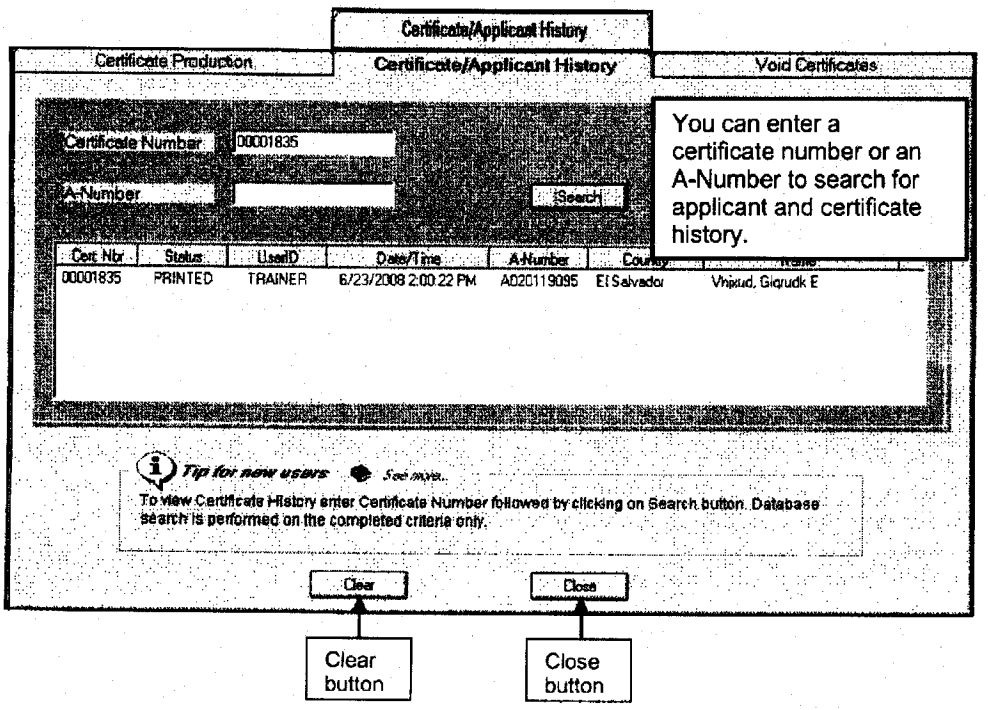


NOTE: The ***Certificate/Applicant History*** tab is selected.

3. Enter a certificate number in the **Certificate Number** field and click or press **Enter** on the button.

OR

Enter an A-Number in the **A-Number** field and click or press **Enter** on the button.



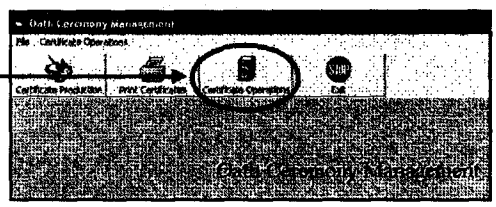
Information appears for the Certificate Number or A-Number that you entered.

4. When finished reviewing the information, click the button.
5. Click the button on the ***Certificate/Applicant History*** tab.
6. Select ***File, Exit*** from the menu to exit the *Oath Ceremony Management* module.

VOID A PRINTED CERTIFICATE

If a naturalization certificate becomes damaged or has printed with inaccurate applicant information, the actual certificate will need to be shredded. Additionally, CLAIMS 4 will need to be updated to indicate that this certificate number is no longer valid and cannot be assigned to an applicant in the future.

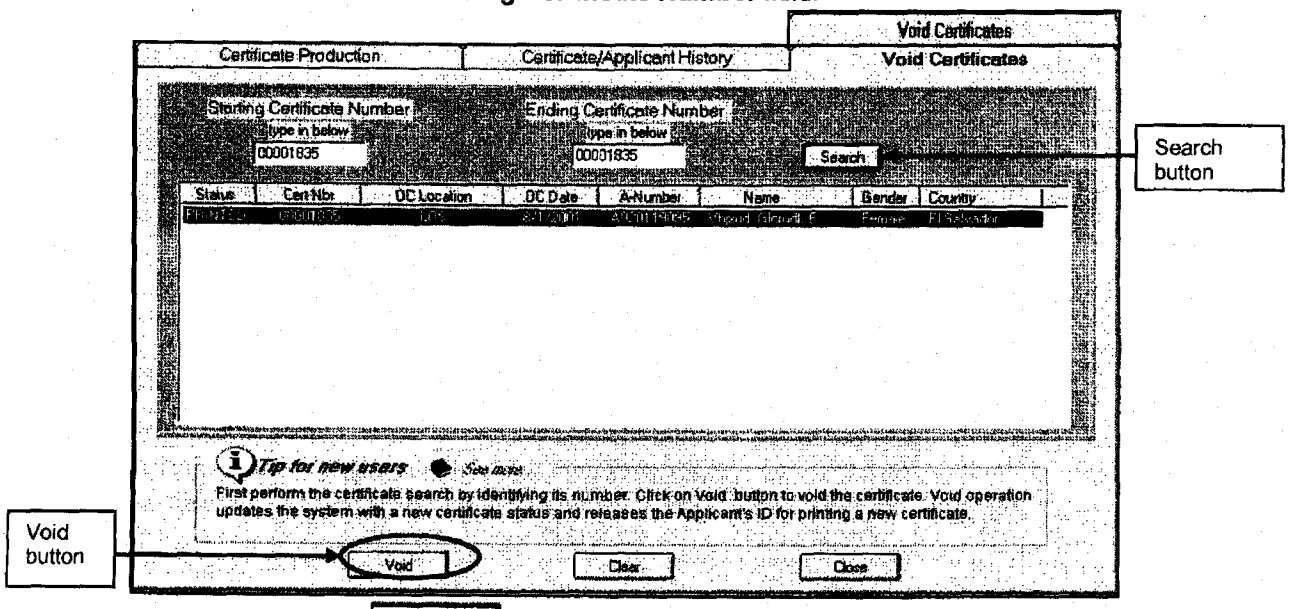
1. From the CLAIMS 4 switchboard, click on **Oath Ceremony Management** to access the *Oath Ceremony Management* module.
2. Click the **Certificate Operations** button.



NOTE: The ***Certificate/Applicant History*** tab is selected.

3. Select the ***Void Certificates*** tab.
4. In the **Starting Certificate Number** field, enter the certificate number.

NOTE: The number defaults in the **Ending Certificate Number** field.



5. Click or press **Enter** on the [Search] button.
6. Select the certificate to be voided.
7. Click the [Void] button.
8. Choose **Yes** to confirm void.
9. Click the **Close** button to exit the ***Void Certificates*** tab.
10. Select ***File, Exit*** from the menu to exit the *Oath Ceremony Management* module.

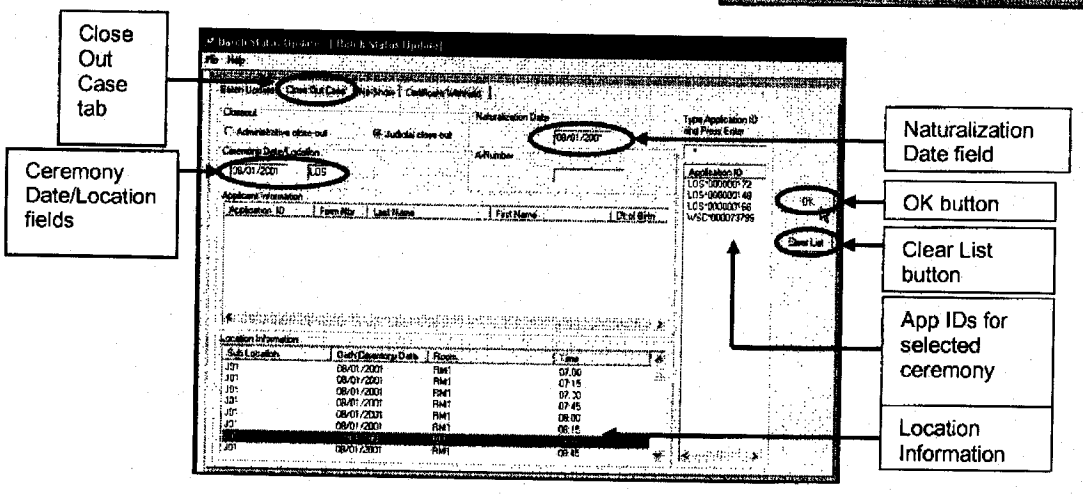
CLOSE OUT CASES (OATH CEREMONY)

When applicants have completed the naturalization process the cases need to be closed out in CLAIMS 4. This function can be performed in either the *Scheduling* or the *Case Management* module; however it is highly recommended that you close out the Oath Ceremony in the *Case Management* module since this is the only place that CLAIMS 4 will update the Court Code in the Central Index System (CIS).

IMPORTANT NOTE: It is important that you first do the following before closing out cases in CLAIMS 4:

- Update CIS information if necessary. If any information within CLAIMS 4 fails to match CIS after the case(s) have been closed out in the CLAIMS 4 Case Management module, information from CLAIMS 4 will be rejected during the CIS upload and a mismatch will occur.
- "Record No-Shows" (see page 2-18)
- "Record Certificate Withheld" (see page 2-19)

1. From the CLAIMS 4 switchboard, click on **Case Management** to access the *Case Management* module.
2. Click the (**Batch Status Update**) button.
3. Click the ***Close Out Case*** tab.



4. Select the **Administrative close-out** or **Judicial close-out** radio button.
5. Type the <u>*date*</u> of the Oath Ceremony in the **Ceremony Date** field.
6. Enter the 3-digit <u>*Oath Ceremony Location*</u> and press **Enter**.

   Location Information appears at the bottom of the screen.
7. In the *Location Information* box, select the ceremony that you want to close out.

NOTE: The **Time** field displays military time.

The Application IDs will appear in the **Application ID** field on the right.

8. Enter the <u>*date*</u> of the Oath Ceremony in the **Naturalization Date** field.

9. Click the **OK** button.

NOTE: Errors may display for some applications if the case didn't properly update the CIS system or if there is a workflow issue with one or more cases such as a case whose certificate was voided. Contact the *USCIS Service Desk* [redacted]

(b)(2)

10. Click the **Clear List** button.

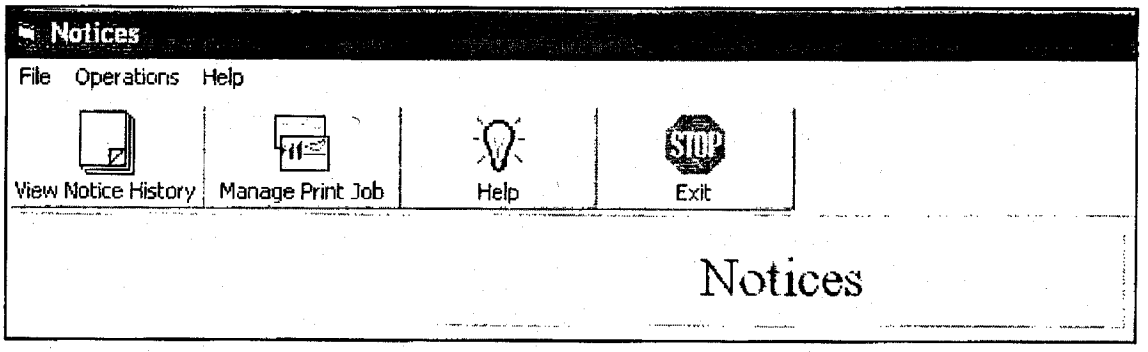
11. Select ***File, Exit*** from the menu to return to the main *Case Management* screen.

12. Select ***File, Exit*** from the menu to exit the *Case Management* module.

CHAPTER 7: NOTICES

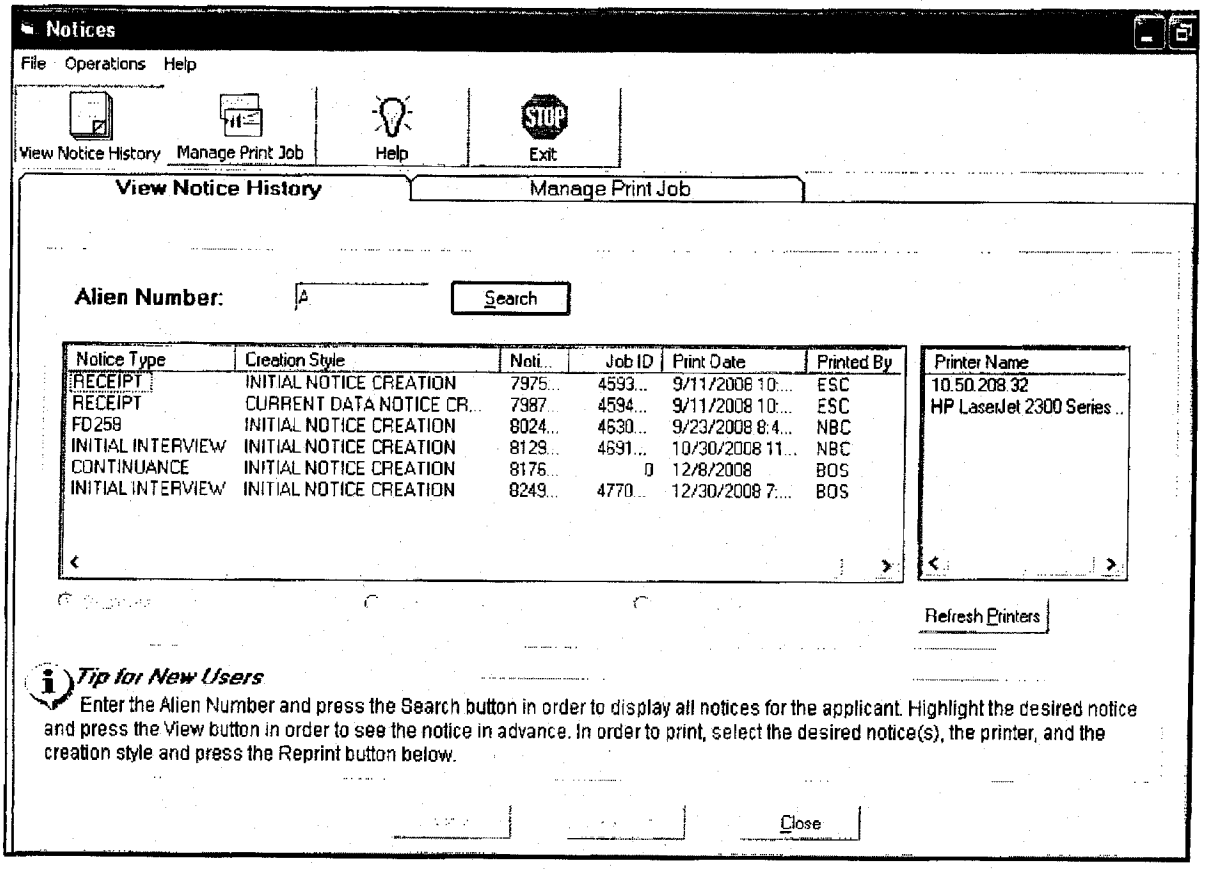
Introduction	CLAIMS 4 Notices are generated automatically by several different modules within CLAIMS 4: *Mailroom*, *Finance*, *Scheduling*, and *Adjudications*. Original Notices are normally batch printed and mailed to applicants by the National Benefits Center (NBC). However, sometimes a Field Office needs to print a Notice locally. For example, if the Field Office is interactively scheduling an applicant for an Interview with less than 60 days lead time or an Oath Ceremony that is to occur within 30 days, the office would want to print the Notice locally, and mail it to the applicant. Other times, a Field Office needs to reprint a previously printed Notice. For example, if an applicant's address has changed, a Notice may need to be reproduced and sent to the new mailing address. All reprinted Notices are generated in the CLAIMS 4 *Notices* module. This Chapter explains how Field Office staff would use the *Notices* module to reprint Notices.
Objectives	After completing this chapter, you will be able to: • Reprint an original notice • Reprint a notice with the current address • Reprint a notice with current data
Key Terms	The following new terms are introduced in this chapter: **Duplicate Original** A reprint of a Notice as it appeared when it was originally printed. **Current Address** A reprint of an original notice that reflects any address changes that have been made after the original notice was printed. **Current Data** A reprint of an original notice that reflects any changes that have been made since the printing of the original notice - applicant's name, address, or scheduled appointment.

NOTICES SCREEN



Clicking the ***Notices*** module button from the CLAIMS 4 switchboard displays the *Notices* screen. The *Notices* screen contains buttons for each of the main Notices functions. Each is described in more detail in the following sections.

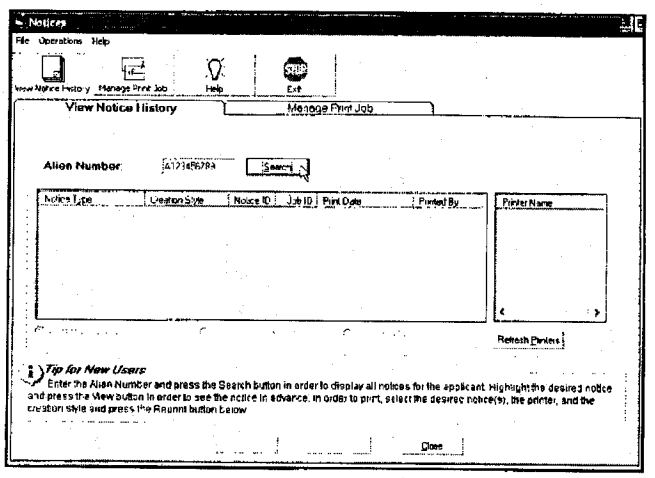
Clicking the **View Notice History** or **Manage Print Job** button will bring up the corresponding tab. You may select another function by clicking the toolbar button or clicking the corresponding tab. The image below depicts the ***View Notice History*** tab displayed after an Applicant's Alien Number was entered and the **Search** button was clicked. All notices that have been printed for this applicant appear listed. Any of the notices can be reprinted as the original, or with current address or with current data.

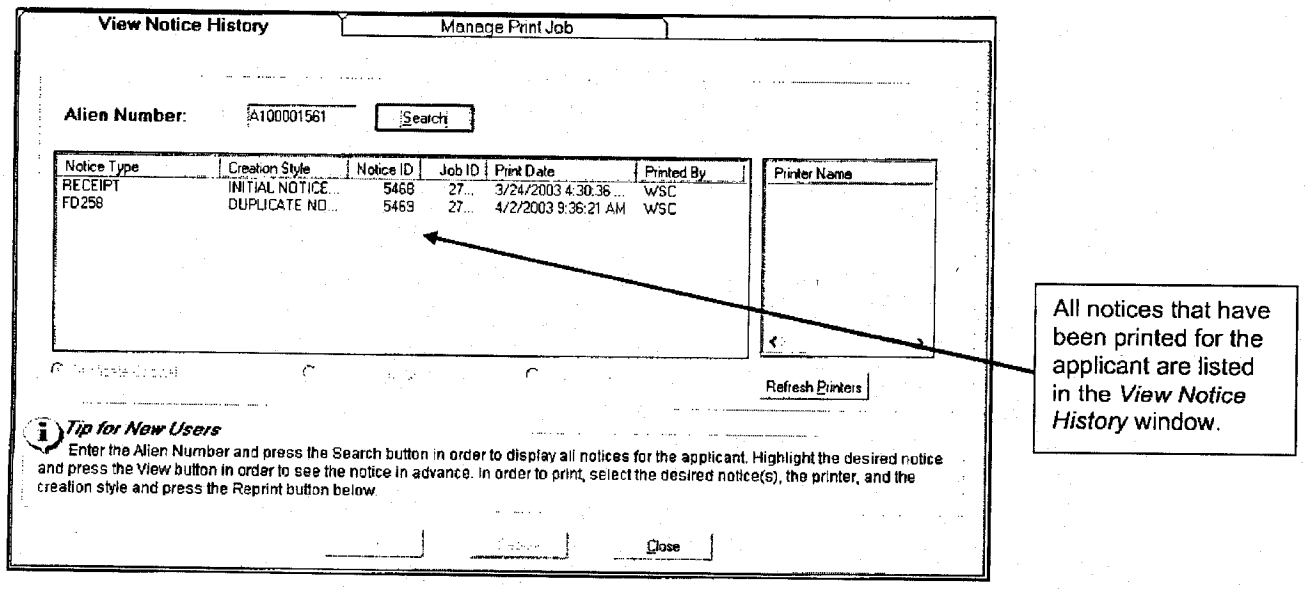


REPRINT AN ORIGINAL NOTICE

Original Notices are normally batch printed and mailed to applicants by the NBC. However, sometimes a Field Office needs to reprint an Original Notice to give or mail to an applicant.

1. Click the **Notices** button to access the *Notices* module.
2. Click the [View Notice History] button.
3. Type in the applicant's **A-Number.**
4. Click the [Search] button.





All notices that have been printed for the applicant are listed in the *View Notice History* window.

5. Select the *notice* that you want to reprint.
6. Click the **Duplicate Original** radio button.
7. Click the **View** button.

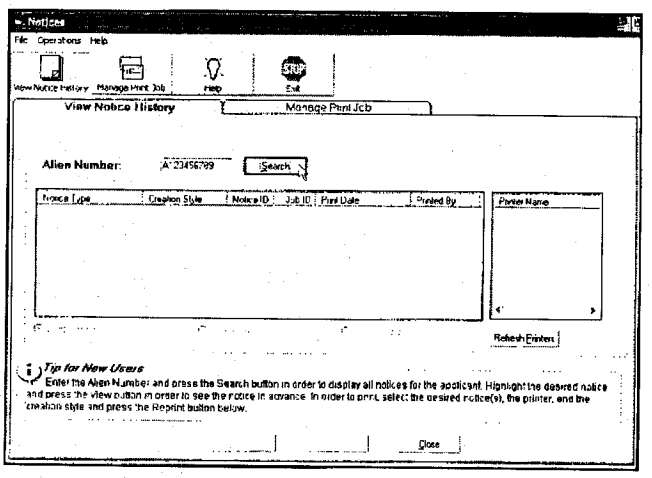
NOTE: The date that is at the top of the Notice is the current system date, not the date that printed on the original Notice. Open up the application in the *Case Status* module to see the original date that the Notice printed.

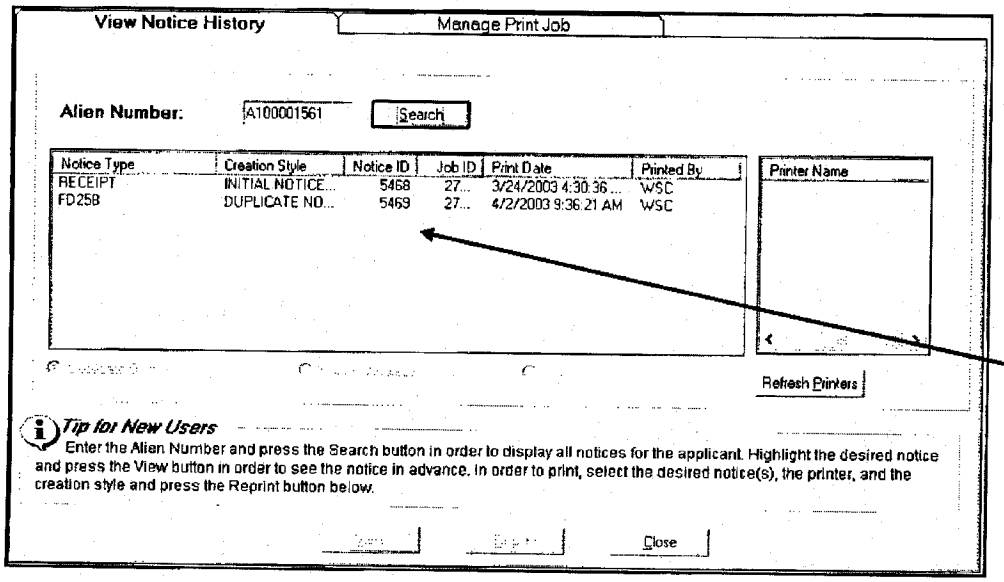
8. Click the **Print** button.
9. Click the **OK** button to close the *Print* dialog box.
10. Close the *Viewer* window.
11. Click the **Close** button to close the *View History* tab.
12. Select **File, Exit** to close the *Notices* module.

REPRINT A NOTICE WITH THE CURRENT ADDRESS

If a notice was sent to an applicant before they notified the Field Office of an address change, the notice will have been sent to the old address. After the change of address has been recorded in CLAIMS 4, the Field Office can reprint the notice (updated with the new address) and send it to the applicant.

1. Click the **Notices** button to access the *Notices* module.
2. Click the [View Notice History] button.
3. Type in the applicant's **A-Number.**
4. Click the [Search] button.





All notices that have been printed for the applicant are listed in the *View Notice History* window.

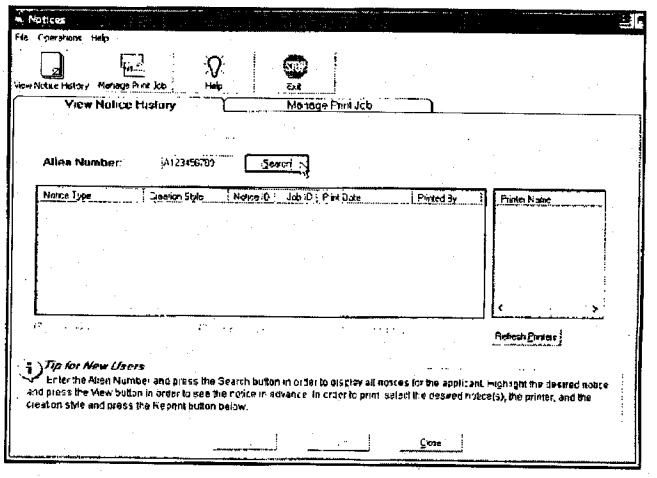
5. Select the *notice* that you want to reprint.
6. Click the **Current Address** radio button.
7. Click the **View** button.
8. Click the **Print** button.

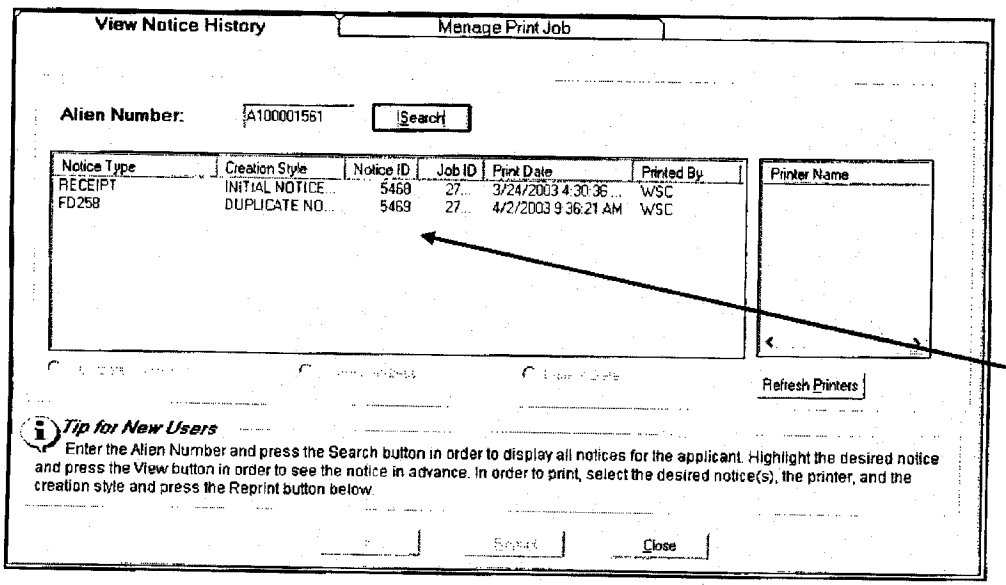
9. Click the **OK** button to close the *Print* dialog box.
10. Close the *Viewer* window.
11. Click the **Close** button to close the *View History* tab.
12. Select ***File, Exit*** to close the *Notices* module.

REPRINT A NOTICE WITH CURRENT DATA

The *Current Data* option may be used to reprint an original notice that will reflect any changes that have been made since the printing of the original notice (i.e. applicant's name, address, or scheduled appointment).

1. Click the **Notices** button to access the *Notices* module.
2. Click the [View Notice History] button.
3. Type in the applicant's **A-Number.**
4. Click the [Search] button.





All notices that have been printed for the applicant are listed in the *View Notice History* window.

5. Select the *notice* that you want to reprint.
6. Click the **Current Data** radio button.
7. Click the **View** button.

8. Click the **Print** button.
9. Click the **OK** button to close the *Print* dialog box.
10. Close the *Viewer* window.
11. Click the **Close** button to close the *View History* tab.
12. Select ***File, Exit*** to close the *Notices* module.

CHAPTER 8: CASE STATUS

Introduction	The Case Status module allows the user to find information about Naturalization cases (N-400s) or Adjustment of Status cases (I-485s). The information includes CLAIMS 4 activities that have already occurred and those activities that are pending. ▪ For N-400 cases, CLAIMS 4 tracks every activity about the case from receipt of the application to adjudication decision and oath ceremony. ▪ For I-485 cases, the activities that CLAIMS 4 tracks are limited to only interview scheduling activities. The complete case status for an I-485 case is maintained in the CLAIMS 3 application.
Objectives	After completing this chapter, you will be able to: ▪ Search for applications within CLAIMS 4 by: o Application ID o Applicant Name o A-Number o Payment ID o Mailing Address ▪ Analyze information in the *Case Status* screen.

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Key Terms

The following key terms are introduced in this chapter:

Workflow

Ordered sequence of activities through which an application must progress during the naturalization process. When "WkFlow" or "CLMS_DMN" appear in the User column on the *Case Status* screen, it indicates that an activity was initiated automatically by the CLAIMS 4 system rather than by a particular user.

History

The History section lists all workflow activities that have been completed. Activities are sorted with most recently completed activities at the top of the list and the older activities towards the bottom of the list.

Status

The *Status* section lists any pending or active workflow activities. CLAIMS 4 tracks the User ID of everyone who executes an activity. Some activities are performed by the CLAIMS 4 system without direct user intervention. You will see these identified in the User column:

CLMS_DMN "CLAIMS Domain" or WkFlow

Within the *Status* section, there is a **Status** column. The following status codes are used to indicate workflow status:

Active

Indicates that the workflow activity is currently in progress

Inactive

Indicates that the workflow activity is pending

Error

Indicates that the workflow activity began, but did not complete due to an error

Suspended

Indicates that the workflow activity was halted prematurely. This happens when a user saves the case in the Adjudications module and chooses the option: *Save Decision – Place on Hold for Me for Later Processing*.

If another user attempts to open the case, he or she will receive a message such as: *"This Key Already is Associated with an Element in this Case" or "Adjudications Suspended"*. If this occurs, and the user who suspended the activity needs to work with the case, contact the *USCIS Service Desk* [redacted] to reset the activity.

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If a user other than the user who suspended the case needs to work with the case, he or she can open the case in the *Adjudications* module, proceed to the *Decision* screen, and type in their *CLAIMS 4 User ID* in the **Adjudicated By: (User ID)** field. The user should now be able to make a decision on the case.

THE CASE STATUS SCREEN

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Claims

File Options Help

Case Status - WSC*002175234

Last Name: [redacted]
First Name:
C/O:
Street:
City: PASADENA State: CA Zip Code: 91106
Province: Postal Code:

Application ID: [redacted] Form #: N400
A-Number: Rec'd: 07/22/2008 12:00:00 PM
Owner Location: NATIONAL BENEFITS CENTER
DOB: 06/03/1943
Country: US
Natz Date:

Payment Info:
ID: WSC$002290096 Status: Application Fee: 675

Status:

Application ID	User	Description	Status	State Date	Expected Start	Expected Expire
[redacted]	WkFlow	Applicant Interview during Adjudication	Inactive	09/18/2008	11/18/2008	11/19/2008
	WkFlow	Request to ship NATS A-file	Inactive	09/18/2008	09/18/2008	09/18/2008

History:

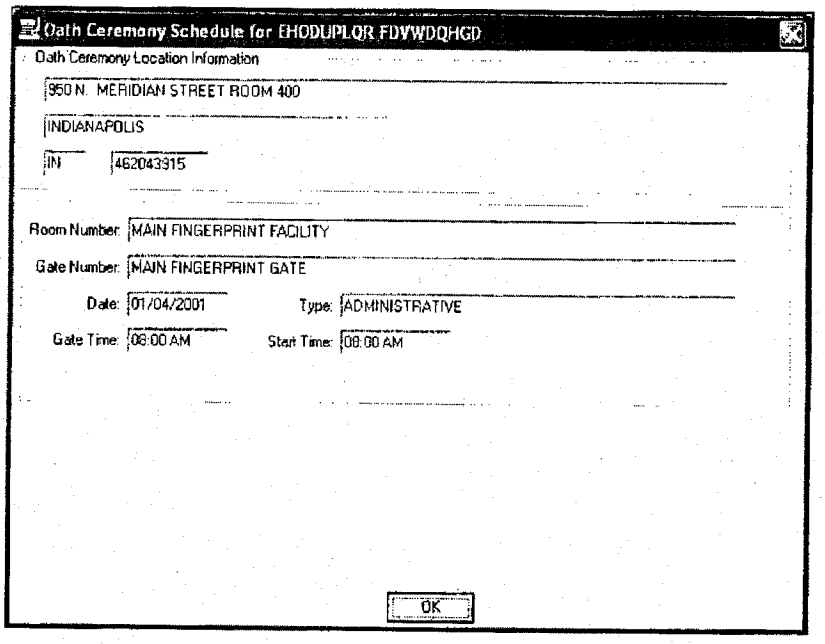
Application	User	Description	Date/Time	End Condition
[redacted]	WkFlow	Produce Interview Notice	09/22/2008 01:56 PM	NtSent
	LOS4968A	Schedule the Interview	09/18/2008 01:19 PM	Sched
	COW4553E	Request Initial Interview	08/22/2008 08:12 AM	PlacedInQ
	CLMS DMN	FD-258 Card Received by the Service Center	08/20/2008 01:32 PM	

Scheduled	Displays any scheduled appointments associated with this case. If there are no scheduled appointments, a message will appear - "There is nothing scheduled". Click the **X** button to close the window.
Attorney	If the applicant is being represented by an attorney, a window will display the information from the G28 form that the applicant filed with his/her application. Select **File, Close** to close the window.
FBI Result	Displays information about both the fingerprint results and the name check result. Select **File, Close** to close the window.
Payment Details	Displays payments that have completed (Pay History section), and payments that are currently pending (Current Pay Status section). Select **File, Close** to close the window.
Print Labels	Prints barcode labels for the application.
Print Case Status	Prints Case Status information to your local printer.

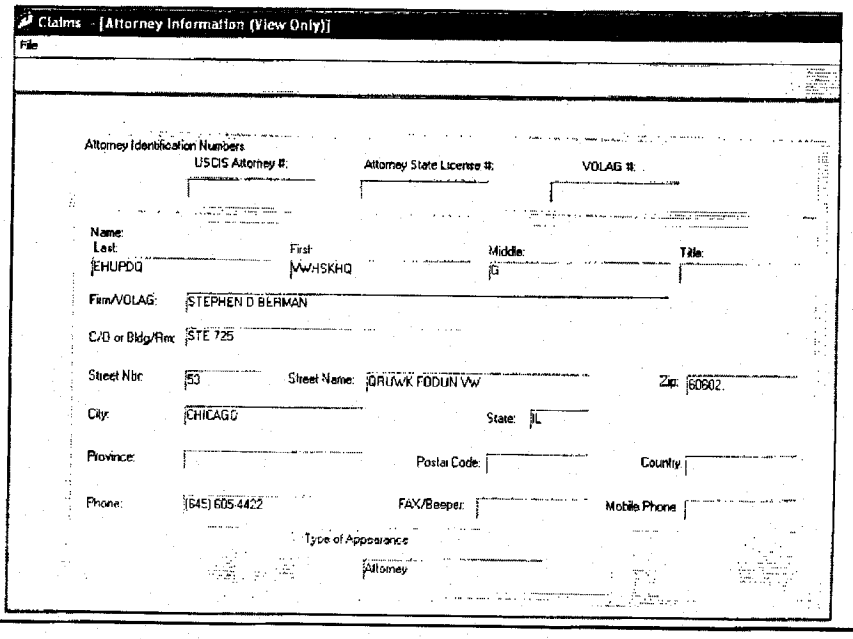
NOTE: The screens that each of the above buttons display, can be found on the following three pages.

Case Status Screen Buttons

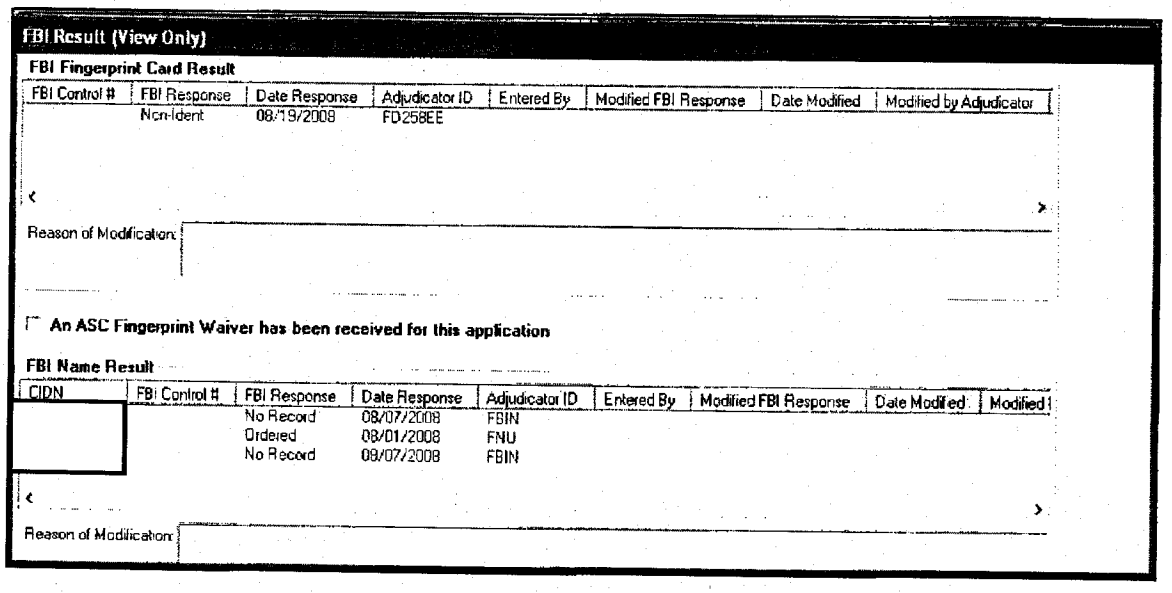
Scheduled	Displays any scheduled appointments associated with this case. If there are no scheduled appointments, a message will appear - "There is nothing scheduled". Click the **X** button to close the window.



Attorney	If the applicant is being represented by an attorney, a window will display the information from the G28 form that the applicant filed with his/her application. Select **File, Close** to close the window.



FBI Result	Displays information about both the fingerprint results and the name check result. Select **File, Close** to close the window.



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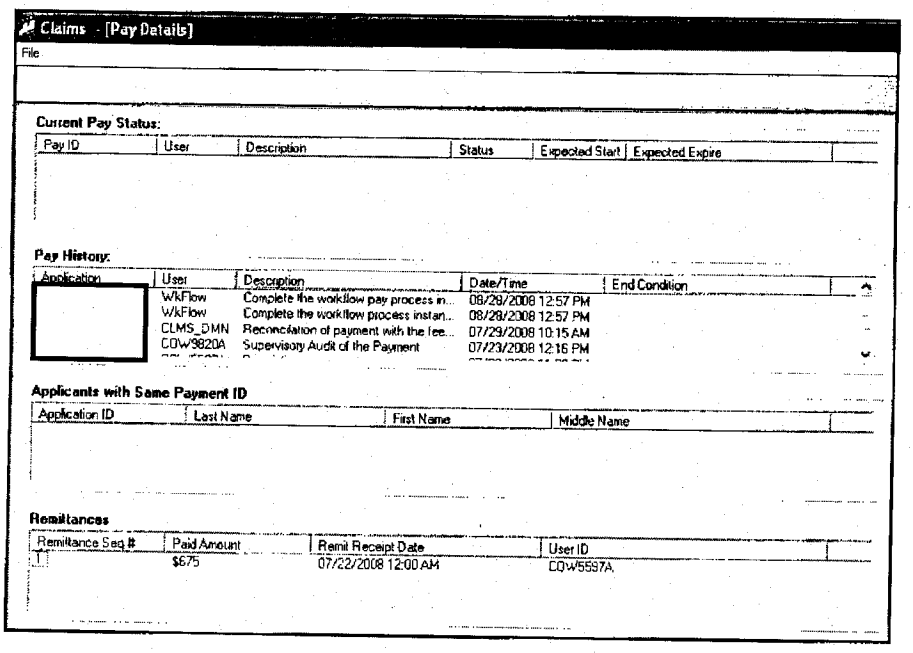
Payment Details	Displays payments that have completed (Pay History section), and payments that are currently pending (Current Pay Status section). Select **File, Close** to close the window.



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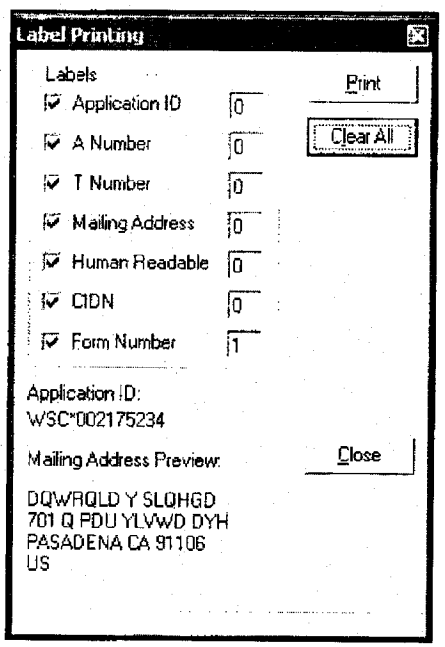
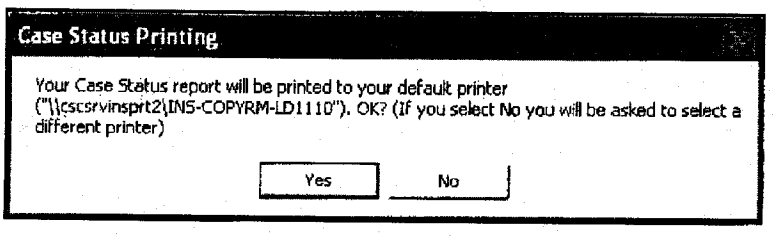
Print Labels	Prints barcode labels for the application.

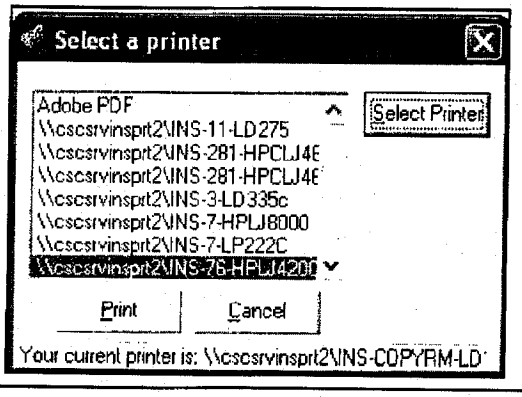


Print Case Status	Prints Case Status information to your local printer.

You will be prompted to automatically print to your current printer:



If you choose **No**, you will receive the following prompt:



Use the Scroll bar to see the printer options. Click the printer and then click the **Select Printer** button. Finally, click the **Print** button.

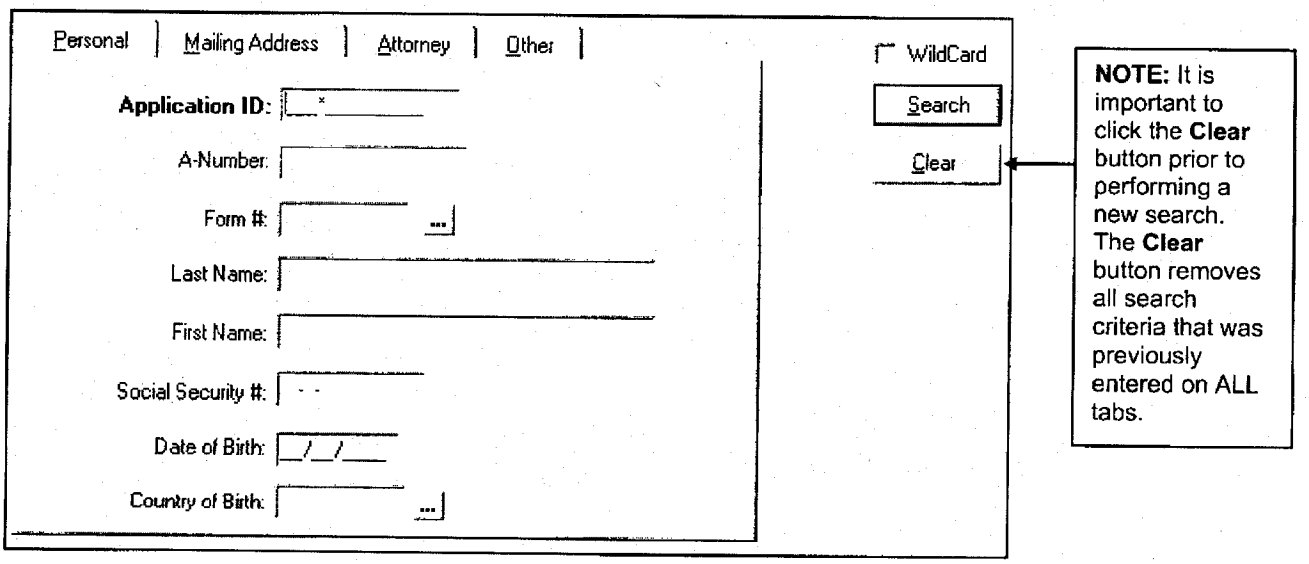
SEARCHING FOR A CASE

In order to view information about a case, you must search for the case in the *Case Status* module. To search for a case, the user must input information about the applicant such as:

- Application ID
- A-Number
- Name
- Address
- Attorney (for N-400 cases only)
- Payment ID (for N-400 cases only)

Searching by inputting the Application ID is the most direct way to access a specific application. Searching for an A-Number could produce multiple applications, since a single applicant may have submitted more than one application.

1. Click the **Case Status** button to access the *Case Status* module.



2. Type or wand in the *A-Number* for the case you want to open or enter other information about the case (Application ID, Name, etc.)

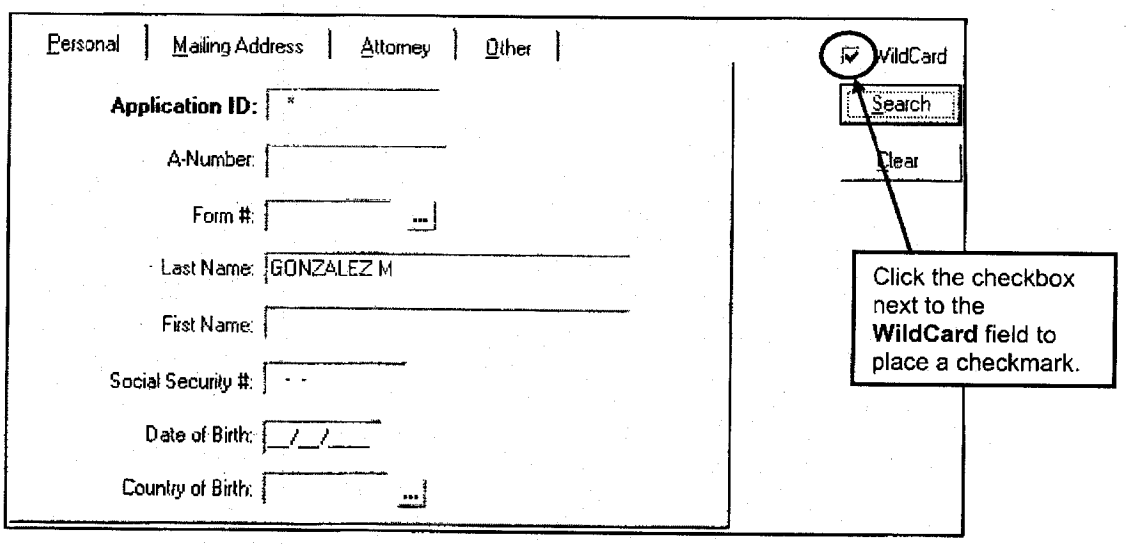
3. Click the **Search** button.

The *Case Status* screen displays information about the activities that have occurred or are waiting to occur for this applicant. (See next page).

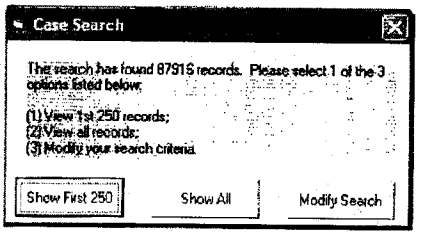
SEARCHING FOR A CASE USING WILDCARDS

The **WildCard** field, when checked, allows you to enter only the 1st few characters in any of the following fields: Last Name, First Name, Zip Code, and Owner Location Code. CLAIMS 4 will list all applications that meet the criteria. This is helpful when you may not know the exact spelling of the last or first name, or the complete zip code or owner location code.

In the example below, we are looking for an applicant whose last name is two words – the first word is "*Gonzalez*" and the second word begins with "*M*".



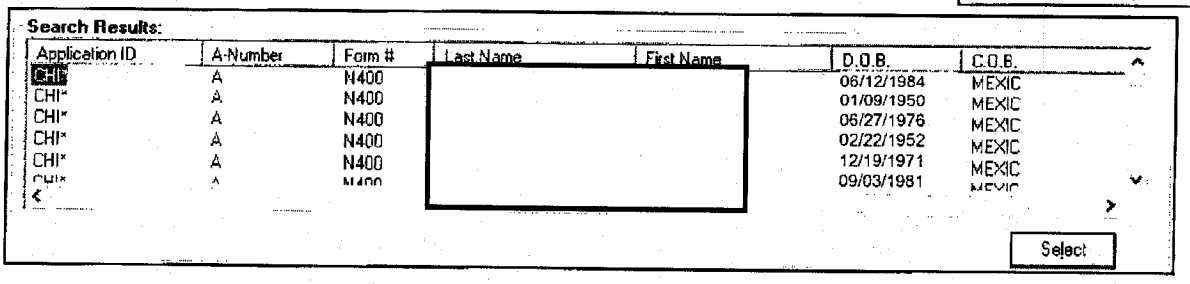
If more than 250 applications are found that match the search criteria you put in, you will see a message giving you options to display the *first 250*, *All* or to *modify the search* (add more criteria to narrow search).



You can sort the list by any of the fields (except D.O.B.). To sort, click on the field name in the column heading.

After clicking the **Show First 250** or the **Show All** button, a list of the applications meeting the search criteria that you entered, appear:

(b)(6)



Click on the *Application ID* that you wish to open the Case Status for and then click the **Select** button. You may also double-click on the *Application ID* to open it.

REVIEWING CASE STATUS INFORMATION

The *Case Status* window displays a lot of information about the application. Personal information such as name, address, and date of birth is displayed at the top, along with the Application ID, A-Number, and the date the application was received.

The middle of the screen displays the information that is in the *Central Index System (CIS)* for this applicant.

The bottom half of the screen lists CLAIMS 4 activities that have already occurred (*History* section) as well as activities that are currently going on or are expected to occur next (*Status* section).

The date and time displayed at the top right side of the screen next to the words "*Rec'd*" is the actual date and time that the application was stamped as being received in the postal area of the USCIS office. This is the CLAIMS 4 *official date* that the application was received and it is this date that is used in calculating how "old" the application is.

Case Status - WSC*001862747

Last Name: NKD
First Name: WDQ
C/O:
Street: 552 V RUDQJH DYH
City: MONTEREY PARK State: CA Zip Code: 91755
Province: Postal Code:

Application ID: WSC* Form #: N400
A-Number: A- Rec'd: 06/12/2007 12:00:00 PM
Owner Location: CALIFORNIA SERVICE CENTER
DOB: 04/20/1955
Country: US
Natz Date:

CIS Data

CIS Match Info
Name: NKD DOB: 04/20/1955 COB: VIETN
FCO: NSC Last Updated: 06/27/2007

Payment Info:
ID: WSC$001975636 Status: Application Fee: 400

Status:

Application ID	User	Description	Status	State Date	Expected Start	Expected Expire
[redacted]	WkFlow	Applicant Interview during Adjudication	Inactive	04/17/2008	06/27/2008	06/28/2008
	WkFlow	Request to ship NATS A-file	Inactive	04/17/2008	04/17/2008	04/17/2008

(b)(6)

History:

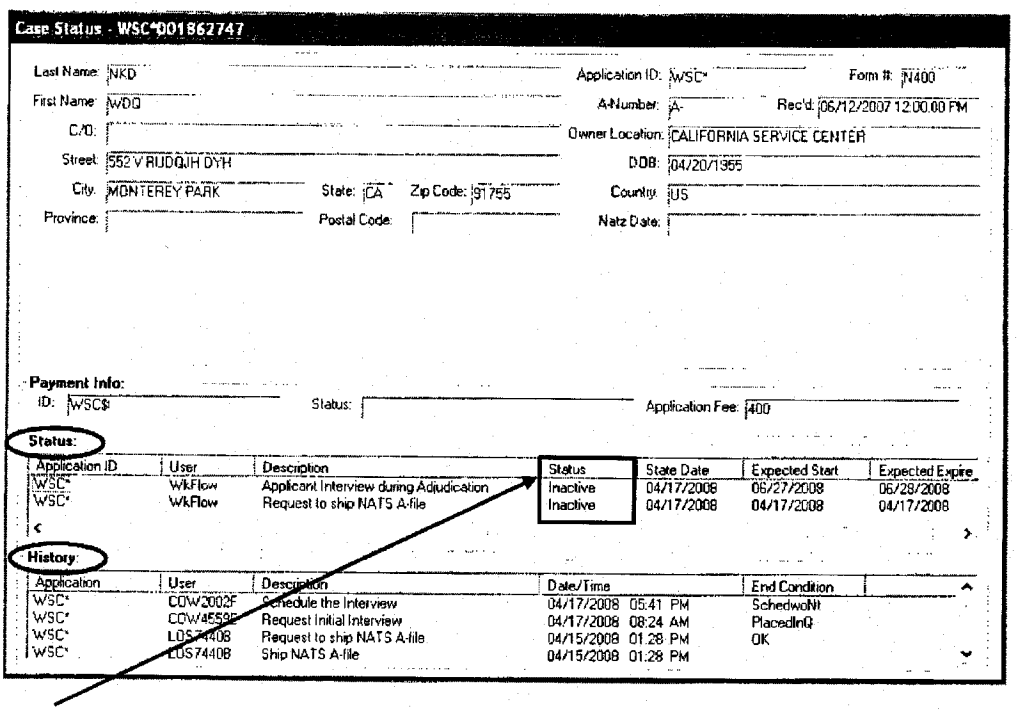
Application	User	Description	Date/Time	End Condition
[redacted]			04/17/2008 05:41 PM	SchedwoNt
			04/17/2008 08:24 AM	PlacedInQ
			04/15/2008 01:28 PM	OK
			04/15/2008 01:28 PM	

(b)(6)

This is the date and time that the application was first entered into the *Data Entry* module of CLAIMS 4. This is not the official "received date".

STATUS SECTION ACTIVITIES

The *Status* section of the *Case Status* screen displays activities that are *in progress* or activities that are *expected to occur next*. The **Status** column within the *Status* section will indicate one of four entries: *Active*, *Inactive*, *Error* or *Suspended*.



Active

Indicates that the workflow activity is currently in progress

Inactive

Indicates that the workflow activity is pending

Error

Indicates that the workflow activity began but did not complete due to an error

Suspended

Indicates that the workflow activity was halted prematurely. This happens when a user saves the case in the Adjudications module and chooses the option: *Save Decision – Place on Hold for Me for Later Processing*.

If another user attempts to open the case, he or she will receive a message such as: *"This Key Already is Associated with an Element in this Case" or "Adjudications Suspended"*. If this occurs, and the user who suspended the activity needs to work with the case contact the *USCIS Service Desk* [redacted] and have the activity reset.

(b)(2)

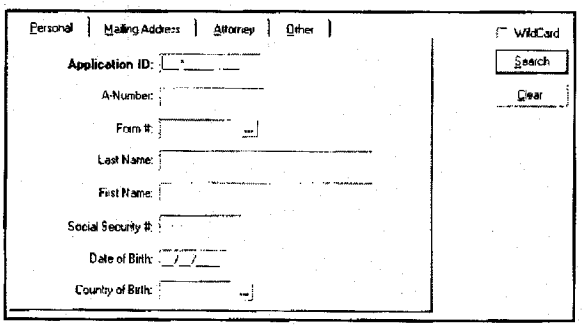
If a user other than the user who suspended the case needs to work with the case, he or she can open the case in the *Adjudications* module, proceed to the *Decision* screen, and type in their *CLAIMS 4 User ID* in the **Adjudicated By: (User ID)** field. The user should now be able to make a decision on the case.

STUCK CASES

Sometimes, a user may encounter problems when trying to perform an operation on a case. For example, the user is trying to place the case in the *Ready to Schedule Queue* for an Interview or trying to make a decision on a case in the *Adjudications* module. When the user encounters a problem, the user will normally receive an "Error message" sometimes stating that "The case is not in the correct workflow to perform this operation."

If this occurs, the best thing to do is:

1. Click the **Case Status** button to access the *Case Status* module.



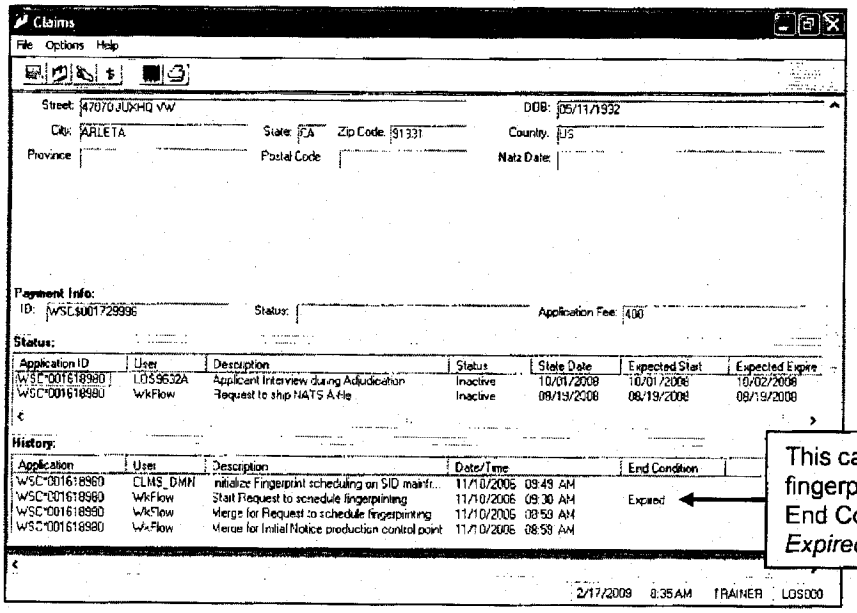
NOTE: It is important to click the **Clear** button prior to performing a new search. The **Clear** button removes all search criteria that was previously entered on ALL tabs.

2. Type or wand in the *A-Number* for the case you want to open

NOTE: It is best to use the A-Number (not the Application ID) because using the A-Number will indicate if there is more than one application in CLAIMS 4 for the applicant.

3. Click the **Search** button.

The *Case Status* screen displays information about the activities that have occurred or are waiting to occur for this applicant. Look in the *History* section of the window. You may find that the applicant's fingerprints have expired:



This case has expired fingerprints. Notice the End Condition of *Expired*.

(b)(2)

4. Contact the *USCIS Service Desk* [redacted] for assistance. Provide the *Application ID*, and the message you saw in *Case Status*.

Activity Description	End Condition	End Condition Description	Activity Code
Add the A-File			AFileAdd
Adhoc Activity - applicant's check did not clear the bank	ANY	WF Key-word. Used in ACT_TRANSIT to specify next Not EndCond dependen activity.	BouncedCheck
Ad-hoc Payment Update which allows update to and addition of remittances			PayUpdate
Adjudication Decision	AbnB	Application Denied due to abandonment, Batch notice requested	AjDecision
Adjudication Decision	AbnI	Application Denied due to abandonment, Interactive notice requested	AjDecision
Adjudication Decision	AjAdminClose	Administrative Close Decision	AjDecision
Adjudication Decision	Approve	Applicant Approved for Naturalization	AjDecision
Adjudication Decision	Approved4Overide	Approve the case for FBI override	AjDecision
Adjudication Decision	Cnt4Info	Continuance for Information	AjDecision
Adjudication Decision	CntIntvw	Continuance Interview	AjDecision
Adjudication Decision	CWID	Continuance with Intent to Deny	AjDecision
Adjudication Decision	DataChange	Case Data Change	AjDecision
Adjudication Decision	Deny	Applicant Denied for Naturalization	AjDecision
Adjudication Decision	OrderFP	Schedule fingerprinting of applicant due to imminent expiration of prior prints	AjDecision
Adjudication Decision	SupvRev	Supervisory Review	AjDecision
Adjudication Decision	Terminate	Terminate application	AjDecision
Adjudication Decision	Withdrawn	Withdraw application	AjDecision
Allows user to resolve initial RAPS upload errors	Resolved	Corrected error that occurred during upload of data to external system	ResolveRAPSTrans
Allows user to resolve subsequent RAPS upload errors	Resolved	Corrected error that occurred during upload of data to external system	ResolveNotifyRAPS
App process wait for Payment Merge	ANY	WF Key-word. Used in ACT_TRANSIT to specify next Not EndCond dependen activity.	AppPayMerge
App process wait for Payment Merge	PayOk	Payment is Ok (not an underpayment or overpayment)	AppPayMerge
App process wait for Payment Merge	PayOverride	Payment Overridden. Funds confirmed received at another INS facility.	AppPayMerge
App process wait for Payment Merge	UnderPay	Payment Underpaid	AppPayMerge
App process wait for Under Payment resolution	ANY	WF Key-word. Used in ACT_TRANSIT to specify next Not EndCond dependen activity.	AppUnderPay
App process wait for Under Payment resolution	Expired	Time expired	AppUnderPay
App process wait for Under Payment resolution	PayOk	Payment is Ok (not an underpayment or overpayment)	AppUnderPay
App process wait for Under Payment resolution	PayOverride	Payment Overridden. Funds confirmed received at another INS facility.	AppUnderPay
Applicant Interview during Adjudication	CXL-ExceedProfle	Canceled prior to Exceeding the Profile	Interview
Applicant Interview during Adjudication	CXL-NeedsRev	Canceled and needs the Adjudicator to review	Interview
Applicant Interview during Adjudication	CXL-PlacedInQ	Canceled prior to Placed in Scheduling Queue	Interview
Applicant Interview during Adjudication	CXL-Rqt4Intvw	Canceled prior to Request for Interview	Interview

Activity Description	End Condition	End Condition Description	Activity Code
Applicant Interview during Adjudication	CXL-Sched	Canceled prior to Scheduled	Interview
Applicant Interview during Adjudication	DataChange	Case Data Change	Interview
Applicant Interview during Adjudication	DS-NeedsRev	Descheduled and needs the Adjudicator to review	Interview
Applicant Interview during Adjudication	DS-PlacedInQ	Descheduled prior to Placed in Scheduling Queue	Interview
Applicant Interview during Adjudication	DS-Rqt4Intvw	Descheduled prior to Request for Interview	Interview
Applicant Interview during Adjudication	DS-Sched	Descheduled prior to Scheduled	Interview
Applicant Interview during Adjudication	Expired	Time expired	Interview
Applicant Interview during Adjudication	NS	Applicant did not show up for Interview	Interview
Applicant Interview during Adjudication	NS-ExceedProfle	No Show prior to Exceeding the profile	Interview
Applicant Interview during Adjudication	NSMil		Interview
Applicant Interview during Adjudication	OrderFP	Schedule fingerprinting of applicant due to imminent expiration of prior prints	Interview
Applicant Interview during Adjudication	SendCXLNt	Send the Cancel Notice	Interview
Applicant Interview during Adjudication	SendDSNt	Send the De-schedule Notice	Interview
Applicant Interview during Adjudication	ShowedUp	Applicant Showed Up for the Event	Interview
Applicant Interview during Adjudication (Entry direct from RNACS)			InterviewRNACS
Applicant Testing during Adjudication	245ACivHisPassed	Civics/History Tests passed at 245A Interview	AjTest
Applicant Testing during Adjudication	CivHistFailed	Failed Civics/History Test	AjTest
Applicant Testing during Adjudication	CivHistPassed	Passed Civics/History Test	AjTest
Applicant Testing during Adjudication	CivHistWaived	Waived Civics/History Test	AjTest
Applicant Testing during Adjudication	EngProFailed	Failed English Proficiency Test	AjTest
Applicant Testing during Adjudication	EngProPassed	Passed English Proficiency Test	AjTest
Applicant Testing during Adjudication	EngProWaived	Waived English Proficiency Test	AjTest
ASC & Bundled	OK	O.K.	FDEEASCMfst
Awaiting a decision as to how to proceed	DataFound	Current FBI Result Found from Batch	SchedDecision
Awaiting a decision as to how to proceed	PlacedInQ	Placed In Scheduler Queue	SchedDecision
Awaiting a decision as to how to proceed	Sched	Scheduled	SchedDecision
Bounced Check Notice returned as undeliverable			UndelNtBC
Cancel fingerprint request	OK	O.K.	CancelFPRqt
Cancel fingerprint request	rIntvwDecision	Special case of "IntvwDecision" where the case jumps to a predefined activity	CancelFPRqt
Cancel fingerprint request	rOathDecision	Special case of "OathDecision" where the case jumps to a predefined activity	CancelFPRqt
Case Review	DataChange	Case Data Change	CaseReview
Case waiting for Missing Payment Resolution	PayOverride	Payment Overridden. Funds confirmed received at another INS facility.	MissPayment
Case waiting for Missing Payment Resolution	PayProv	Payment Provided	MissPayment

Activity Description	End Condition	End Condition Description	Activity Code
Case waiting receipt and processing of additional payment	BioFeePaid		Wait4Payment
Case waiting receipt and processing of additional payment	ExpiredBioFee		Wait4Payment
Case waiting receipt and processing of additional payment	IncorrectBioFee	O.K.	Wait4Payment
Case waiting receipt and processing of additional payment	OK	Payment Overridden. Funds confirmed received at another INS facility.	Wait4Payment
Case waiting receipt and processing of additional payment	OverPay		Wait4Payment
Case waiting receipt and processing of additional payment	PayOverride		Wait4Payment
Case waiting receipt and processing of additional payment	Updated		Wait4Payment
Change of Address Petition Entered	ANY	WF Key-word. Used in ACT_TRANSIT to specify next Not EndCond dependen activity.	ChgAddrPet
Change of Address Petition Entered	ChgJur	Jurisdiction changed	ChgAddrPet
Change of Address Petition Entered	NoChgJur	jurisdiction unchanged	ChgAddrPet
Check FBI	ConscutvReject	Consecutive FBI rejects were posted	ChkFBI
Check FBI	ConscutvUnclass	Consecutive FBI unclassifiables were posted	ChkFBI
Check FBI	IDENT	The FBI sent an IDENT response from an FBI background check	ChkFBI
Check FBI	OK	O.K.	ChkFBI
Check FBI	rAjDecision	Special case of "OK" where the case jumps to AjDecision	ChkFBI
Check FBI	rConscutvUnclass	Special case of "ConscutvUnclass" where the case jumps to a predefined activity	ChkFBI
Check FBI	Reject	Rejected Fingerprints	ChkFBI
Check FBI	rIntvwDecision	Special case of "IntvwDecision" where the case jumps to a predefined activity	ChkFBI
Check FBI	rOathDecision	Special case of "OathDecision" where the case jumps to a predefined activity	ChkFBI
Check FBI	rOK	Special case of "OK" where the case jumps to a predefined activity	ChkFBI
Check FBI	rRqt4OC	Special case of "OK" where the case jumps to Rqt4OC	ChkFBI
Check FBI	rRqtIntvw	Special case of "OK" where the case jumps to RqtIntvw	ChkFBI
Check FBI	Unclass	Unclassifiable Fingerprints	ChkFBI
Check Military	Expired	Time expired	ChkMil
Check Military	OK	O.K.	ChkMil
Complete workflow I-881 process instance	Expired	Time expired	CompleteI881Proc
Complete File Review Process			CFRProc
Complete the workflow pay process instance	Expired	Time expired	CompletePAYProc
Complete the workflow process instance			CompleteProc
Converted N-400 Data			ConvN400

Activity Description	End Condition	End Condition Description	Activity Code
Create Bounced Check Notice			NtBouncedCheck
Data Entry	AnumProv	A-Number Provided	DeEnter
Data Entry	ANY	WF Key-word. Used in ACT_TRANSIT to specify next Not EndCond dependen activity.	DeEnter
Data Entry	FBIProv	FBI Evidence Provided	DeEnter
Data Entry	FCE	Fee Collected Elsewhere	DeEnter
Data Entry	FeeWvRqt	Fee Waiver Requested - Fee Waived	DeEnter
Data Entry	MilProv	Military Evidence Provided	DeEnter
Data Entry	MissAnum	No A number on the Application	DeEnter
Data Entry	MissEv	Missing Evidence	DeEnter
Data Entry	MissFBI	No FBI fingerprint card supplied (suspended)	DeEnter
Data Entry	MissFPcard	Missing fingerprint card for applicant residing abroad	DeEnter
Data Entry	MissMil	No Military evidence supplied (suspended)	DeEnter
Data Entry	MissPay	Missing Payment	DeEnter
Data Entry	MissPhoto	Missing Photographic Evidence	DeEnter
Data Entry	MissSign	Missing Signature	DeEnter
Data Entry	PayProv	Payment Provided	DeEnter
Data Entry	PhotoProv	Photographic Evidence Provided	DeEnter
Data Entry Review			DeReview
Data Entry Update during 24 hours of initial data entry			DeUpdate
Decision Concerning the Interview	DataChange	Case Data Change	IntvwDecision
Decision Concerning the Interview	MakeDecision	Make the Decision	IntvwDecision
Decision Concerning the Interview	OrderFP	Schedule fingerprinting of applicant due to imminent expiration of prior prints	IntvwDecision
Decision Concerning the Interview	PlacedInQ	Placed In Scheduler Queue	IntvwDecision
Decision Concerning the Interview	Rqt4Intvw	Request for Interview	IntvwDecision
Decision Concerning the Interview	Sched	Scheduled	IntvwDecision
Decision Concerning the Interview	SchedwoNt	Scheduled without producing a notice	IntvwDecision
Decision Concerning the Oath Ceremony	DataChange	Case Data Change	OathDecision
Decision Concerning the Oath Ceremony	MakeDecision	Make the Decision	OathDecision
Decision Concerning the Oath Ceremony	MRO	Motion to Reopen	OathDecision
Decision Concerning the Oath Ceremony	OrderFP	Schedule fingerprinting of applicant due to imminent expiration of prior prints	OathDecision
Decision Concerning the Oath Ceremony	PlacedInQ	Placed In Scheduler Queue	OathDecision
Decision Concerning the Oath Ceremony	Rqt4OC	Request for Oath Ceremony	OathDecision
Decision Concerning the Oath Ceremony	Sched	Scheduled	OathDecision
Decision Concerning the Oath Ceremony	SchedwoNt	Scheduled without producing a notice	OathDecision
Denial due to Abandonment	Abnl	Application Denied due to abandonment, Interactive notice	Abandonment

Activity Description	End Condition	End Condition Description	Activity Code
		requested	
Denial due to Abandonment	AbnB	Application Denied due to abandonment, Batch notice requested	Abandonment
Denial due to Abandonment	DataChange	Case Data Change	Abandonment
Denial due to Abandonment	SupvRev	Supervisory Review	Abandonment
Derogatory Information Received	ANY	WF Key-word. Used in ACT_TRANSIT to specify next Not EndCond dependen activity.	DerogInfoRecd
Distribute the Naturalization Certificate	OK	O.K.	CtNatzIssue
Extract CIS Close out data from Claims 4.0	ANY	WF Key-word. Used in ACT_TRANSIT to specify next Not EndCond dependen activity.	ExtCISClose
Extract CIS Close out data from Claims 4.0	OK	O.K.	ExtCISClose
Extract Full NACS data from Claims 4.0	ANY	WF Key-word. Used in ACT_TRANSIT to specify next Not EndCond dependen activity.	ExtNACSFull
Extract Initial NACS data from Claims 4.0	ANY	WF Key-word. Used in ACT_TRANSIT to specify next Not EndCond dependen activity.	ExtNACSInitial
Extract Initial NACS data from Claims 4.0	OK	O.K.	ExtNACSInitial
Extract Initial NACS data from Claims 4.0	RNACSUpFailed	Failed to successfully update RNACS with case status	ExtNACSInitial
Extract NACS Close out data from Claims	OK	O.K.	ExtNACSClose
FBI Name Check	AS	App Stamp-Background investigation,favorable	FBINameChk
FBI Name Check	DD	Duplicate	FBINameChk
FBI Name Check	DS	Dissemination Stamp-Obtain FBI Report from LESC	FBINameChk
FBI Name Check	E	Error	FBINameChk
FBI Name Check	Expired	Time expired	FBINameChk
FBI Name Check	H	Possible Hit	FBINameChk
FBI Name Check	I	Possible Hit	FBINameChk
FBI Name Check	IP	The FBI sent an INDEX POPULAR from a FBI name check	FBINameChk
FBI Name Check	LO	Locate	FBINameChk
FBI Name Check	MN	Manual Response	FBINameChk
FBI Name Check	ND	Non-derogatory	FBINameChk
FBI Name Check	NP	Not Pertinent	FBINameChk
FBI Name Check	NR	The FBI sent a No Record from a FBI name check	FBINameChk
FBI Name Check	OC	Outgoing Communication-Obtain FBI Report from LESC	FBINameChk
FBI Name Check	RP	Report-Obtain FBI Report from LESC	FBINameChk
FBI Name Check	RS	Resubmit	FBINameChk
FBI Name Check	UN	Unknown Response	FBINameChk
FBI Name Check	XX	Administratively closed	FBINameChk
FD-258 Card Received by the NBC	ANY	WF Key-word. Used in ACT_TRANSIT to specify next Not EndCond dependen activity.	CardRcvdUpdateExt
FD-258 Card Received by the NBC	OK	O.K.	CardRcvdUpdateExt
FD-258 Card Received by the NBC	RNACSUpFailed	Failed to successfully update RNACS with case status	CardRcvdUpdateExt
FD258EE Ad Hoc Reply	NONE	WF Key-word. Used in ACT_TRANSIT to specify next Activity if	FDEEAdHocRep

Activity Description	End Condition	End Condition Description	Activity Code
		EndCond are none.	
FD258EE AdHoc Misc CIDN	NONE	WF Key-word. Used in ACT_TRANSIT to specify next Activity if EndCond are none.	FDEEAdHocMiscCIDN
FD258EE AdHoc Returned Card	NONE	WF Key-word. Used in ACT_TRANSIT to specify next Activity if EndCond are none.	FDEEAdHocRetCard
FD258EE Bundle Creation	ANY	WF Key-word. Used in ACT_TRANSIT to specify next Not EndCond dependen activity.	FDEEBundle
FD258EE Creation of Batch (Max 9999 Cards)	FDEERemBundle	FD258EE Removed Card(s) from Bundle	FDEEBatchFBI
FD258EE Creation of Batch (Max 9999 Cards)	OK	O.K.	FDEEBatchFBI
FD258EE Data Entry	ANY	WF Key-word. Used in ACT_TRANSIT to specify next Not EndCond dependen activity.	FDEEDeEnter
FD258EE Inquiry			FDEEInquiry
FD258EE Loads the mainframe with FBI Reply	NONE	WF Key-word. Used in ACT_TRANSIT to specify next Activity if EndCond are none.	FDEELDReply
FD258EE Loads the mainframe with information sent to the FBI	NONE	WF Key-word. Used in ACT_TRANSIT to specify next Activity if EndCond are none.	FDEELDSent
FD258EE Rap Sheet	NONE	WF Key-word. Used in ACT_TRANSIT to specify next Activity if EndCond are none.	FDEERapSheet
FD258EE Recreate Tape			FDEERTape
FD258EE Sends Batch to FBI	FDEERemBatch	FD258EE Removed Card(s) from Batch	FDEESendFBI
FD258EE Sends Batch to FBI	OK	O.K.	FDEESendFBI
FD258EE Services			FD258EE
FD258EE Sorting of FBI reply to INS	ANY	WF Key-word. Used in ACT_TRANSIT to specify next Not EndCond dependen activity.	FDEEReplyFBI
FD258EE Sorting of FBI reply to INS	FDEEIdent	FD258EE FBI Ident	FDEEReplyFBI
FD258EE Sorting of FBI reply to INS	FDEENonIdent	FD258EE FBI NonIdent	FDEEReplyFBI
File Received at NBC and Produce Transfer Notice	NtSent	Notice Sent	NtReceivedAtNBC
File Shipped To NBC (NBC is now the file owner)			ShippedToNBC
Front log stage area	OK	O.K.	DeStageArea
G325B Biographic Information Check	OK		ChkG325
Hold the immediate rejects			HoldReject
Initial Receipt Notice returned as undeliverable			UndelNtInit
Initialize Fingerprint Scheduling on SID mainframe			FPSchedInit
Mail Room Void	ANY	WF Key-word. Used in ACT_TRANSIT to specify next Not EndCond dependen activity.	MrVoid
Merge for case adjudication	ANY	WF Key-word. Used in ACT_TRANSIT to specify next Not EndCond dependen activity.	MergeAjDecision
Merge for FBI Checks; forces the clock to start after the notice is sent	ANY	WF Key-word. Used in ACT_TRANSIT to specify next Not EndCond dependen activity.	MergeFBI
Merge for FP card wait, forces the clock to start after the notice is sent	ANY	WF Key-word. Used in ACT_TRANSIT to specify next Not EndCond dependen activity.	MergeFPcard
Merge for Initial Notice production control point	ANY	WF Key-word. Used in ACT_TRANSIT to specify next Not EndCond dependen activity.	MergeNtInitial

Activity Description	End Condition	End Condition Description	Activity Code
Merge for initial scheduling control point	ANY	WF Key-word. Used in ACT_TRANSIT to specify next Not EndCond dependen activity.	MergeSched
Merge for Military Checks forces the clock to start after the notice is sent	ANY	WF Key-word. Used in ACT_TRANSIT to specify next Not EndCond dependen activity.	MergeMil
Merge for RAPS Transfer out	ANY	WF Key-word. Used in ACT_TRANSIT to specify next Not EndCond dependen activity.	MergeTransfer
Merge for Request to schedule fingerprinting	ANY	WF Key-word. Used in ACT_TRANSIT to specify next Not EndCond dependen activity.	Merge4FP
Merge for Request to schedule Interview	ANY	WF Key-word. Used in ACT_TRANSIT to specify next Not EndCond dependen activity.	MergeRqtIntvw
Merge for Required Data; forces the clock to start after the notice is sent	ANY	WF Key-word. Used in ACT_TRANSIT to specify next Not EndCond dependen activity.	MergeRqrData
Merge Lock Box	ANY	WF Key-word. Used in ACT_TRANSIT to specify next Not EndCond dependen activity.	MergeLBox
Merge used to close the case only after RNACS is notified of withdrawal	ANY	WF Key-word. Used in ACT_TRANSIT to specify next Not EndCond dependen activity.	MergeCloseCase
Military Oversea activities			MilitaryOverseas
Missing FBI Evidence	ANY	WF Key-word. Used in ACT_TRANSIT to specify next Not EndCond dependen activity.	MissEvFBI
Missing FBI Evidence	CXL-NeedsRev	Canceled and needs the Adjudicator to review	MissEvFBI
Missing FBI Evidence	DataFound	Current FBI Result Found from Batch	MissEvFBI
Missing FBI Evidence	DS-NeedsRev	Descheduled and needs the Adjudicator to review	MissEvFBI
Missing FBI Evidence	DS-RqtSchedFP	Descheduled prior to request for fingerprint scheduling	MissEvFBI
Missing FBI Evidence	Expired	Time expired	MissEvFBI
Missing FBI Evidence	OK	O.K.	MissEvFBI
Missing FBI Evidence	SendDSNt	Send the De-schedule Notice	MissEvFBI
Missing G325B Biographic Information	OK	O.K.	MissEvG325
Missing Military Evidence	Expired	Time expired	MissEvMil
Missing Military Evidence	OK	O.K.	MissEvMil
Missing Required Data	Expired	Time expired	MissRqrData
Missing Required Data	OK	O.K.	MissRqrData
Motion to Reopen and Reconsider	DataChange	Case Data Change	Motion2Reopen
Motion to Reopen and Reconsider	Derogatory	Derogatory Information Received	Motion2Reopen
Motion to Reopen and Reconsider	Dismiss	Motion to reopen dismissed	Motion2Reopen
Motion to Reopen and Reconsider	FBIProv	FBI Evidence Provided	Motion2Reopen
Motion to Reopen and Reconsider	Grant	Motion to reopen granted	Motion2Reopen
Motion to Reopen and Reconsider	MakeDecision	Make the Decision	Motion2Reopen
Motion to Reopen and Reconsider	MissFPcard	Missing fingerprint card for applicant residing abroad	Motion2Reopen
Motion to Reopen and Reconsider	MissFPrslt	Missing fingerprint results	Motion2Reopen
Motion to Reopen and Reconsider	MissNameChk	Missing FBI Name Check Results	Motion2Reopen
Motion to Reopen and Reconsider	PayProv	Payment Provided	Motion2Reopen

Activity Description	End Condition	End Condition Description	Activity Code
Motion to Reopen and Reconsider	RqtIntvw	Request for Interview	Motion2Reopen
Motion to Reopen and Reconsider	RqtSchFP	Request to schedule fingerprinting	Motion2Reopen
Motion to Reopen and Reconsider	UnderPay	Payment Underpaid	Motion2Reopen
N400 Military Case Module			N400MCM
N400 Military Case Module Fee Reversed			MilFeeRev
N400 Military Case Module Zero Fee			MilZeroFee
Naturalization Oath Ceremony	AdminClose	Adminstrative Case Close-out	OathCeremony
Naturalization Oath Ceremony	BDO	Back Dated Oath	OathCeremony
Naturalization Oath Ceremony	CXL-ExceedProfile	Canceled prior to Exceeding the Profile	OathCeremony
Naturalization Oath Ceremony	CXL-NeedsRev	Canceled and needs the Adjudicator to review	OathCeremony
Naturalization Oath Ceremony	CXL-PlacedInQ	Canceled prior to Placed in Scheduling Queue	OathCeremony
Naturalization Oath Ceremony	CXL-Resched	Canceled prior to Rescheduling	OathCeremony
Naturalization Oath Ceremony	CXL-Rqt4Resched	Canceled prior to Request for Rescheduling the Oath Ceremony	OathCeremony
Naturalization Oath Ceremony	DS-NeedsRev	Descheduled and needs the Adjudicator to review	OathCeremony
Naturalization Oath Ceremony	DS-PlacedInQ	Descheduled prior to Placed in Scheduling Queue	OathCeremony
Naturalization Oath Ceremony	DS-Resched	Descheduled prior to Rescheduling	OathCeremony
Naturalization Oath Ceremony	DS-Rqt4Resched	Descheduled prior to Request for Rescheduling the Oath Ceremony	OathCeremony
Naturalization Oath Ceremony	NoOath-CtWhld	Oath Not Administered Naturalization Certificate Withheld	OathCeremony
Naturalization Oath Ceremony	NS-ExceedProfile	No Show prior to Exceeding the profile	OathCeremony
Naturalization Oath Ceremony	NS-NeedsRev	No show and needs the Adjudicator to review	OathCeremony
Naturalization Oath Ceremony	NS-PlacedInQ	No Show prior to Placed in Scheduling Queue	OathCeremony
Naturalization Oath Ceremony	NS-Resched	No Show prior to Rescheduling	OathCeremony
Naturalization Oath Ceremony	NS-Rqt4Resched	No Show prior to Request for Rescheduling the Oath Ceremony	OathCeremony
Naturalization Oath Ceremony	OathAdmin-CtWhld	Oath Administered Naturalization Certificate Withheld	OathCeremony
Naturalization Oath Ceremony	OathClose	Judicial Case Close-out	OathCeremony
Naturalization Oath Ceremony	OK	O.K.	OathCeremony
Naturalization Oath Ceremony	SendCXLNt	Send the Cancel Notice	OathCeremony
Naturalization Oath Ceremony	SendDSNt	Send the De-schedule Notice	OathCeremony
NBC Data Entry Updated			DeNbcUpdate
Overseas Military Case Flagged			MilOverseas
Overseas Military Return to US Flagged			MilReturnUS
Perform QA on printed Natualization Certificate	Fail	Failure of QA Check	CtNatzQA
Perform QA on printed Natualization Certificate	OK	O.K.	CtNatzQA
Perform QA on printed Natualization Certificate	Void	Document is voided	CtNatzQA
Petition for Name Change			NameChgPet
Print the Naturalization Certificate	ANY	WF Key-word. Used in ACT_TRANSIT to specify next Not EndCond dependen activity.	CtNatzCreate

Activity Description	End Condition	End Condition Description	Activity Code
Process on Hold			Hold
Processed case manually	ANY	WF Key-word. Used in ACT_TRANSIT to specify next Not EndCond dependen activity.	ManualProc
Produce Bio-Fee Update Accepted Notice at Lockbox	NtSent	Notice Sent	NtBioFeeUpdate
Produce Continuance Notice	NtG28Sent	Notice Sent to Attorney	NtCont
Produce Continuance Notice	NtReprinted	Notice Reprinted	NtCont
Produce Continuance Notice	NtSent	Notice Sent	NtCont
Produce Continuance Notice with request for information	NtG28Sent	Notice Sent to Attorney	NtContInfo
Produce Continuance Notice with request for information	NtReprinted	Notice Reprinted	NtContInfo
Produce Continuance Notice with request for information	NtSent	Notice Sent	NtContInfo
Produce Denial Notice	NtG28Sent	Notice Sent to Attorney	NtDeny
Produce Denial Notice	NtReprinted	Notice Reprinted	NtDeny
Produce Denial Notice	NtSent	Notice Sent	NtDeny
Produce Deschedule Fingerprint Notice			NtDSFP
Produce Expired Bio-Fee Update Rejection Notice at Lockbox	NtSent	Notice Sent	NtRejExpBioFee
Produce FBI Suspense notice	NtAdHoc	Notice created by Client GUI	NtFBISuspense
Produce FBI Suspense notice	NtReprinted	Notice Reprinted	NtFBISuspense
Produce FBI Suspense notice	NtSent	Notice Sent	NtFBISuspense
Produce fingerprint notice	NtSent	Notice Sent	NtSchedFP
Produce Incorrect Bio-Fee Update Rejection Notice at Lockbox	NtSent	Notice Sent	NtRejIncBioFee
Produce Indefinite Hold notice	NtAdHoc	Notice created by Client GUI	NtIndefHold
Produce Indefinite Hold notice	NtReprinted	Notice Reprinted	NtIndefHold
Produce Indefinite Hold notice	NtSent	Notice Sent	NtIndefHold
Produce Initial Notice	NtAdHoc	Notice created by Client GUI	NtInitial
Produce Initial Notice	NtReprinted	Notice Reprinted	NtInitial
Produce Initial Notice	NtSent	Notice Sent	NtInitial
Produce Interview Notice	NtAdHoc	Notice created by Client GUI	NtSchedIntvw
Produce Interview Notice	NtReprinted	Notice Reprinted	NtSchedIntvw
Produce Interview Notice	NtSent	Notice Sent	NtSchedIntvw
Produce Notice for A-file Retrieval request	NtAdHoc	Notice created by Client GUI	NtAFileRtrv
Produce Notice for A-file Retrieval request	NtReprinted	Notice Reprinted	NtAFileRtrv
Produce Notice for A-file Retrieval request	NtSent	Notice Sent	NtAFileRtrv
Produce Notice for Motion to Reopen Dismissed	NtG28Sent	Notice Sent to Attorney	NtM2RDismiss
Produce Notice for Motion to Reopen Dismissed	NtSent	Notice Sent	NtM2RDismiss

Activity Description	End Condition	End Condition Description	Activity Code
Produce Notice for Motion to Reopen Granted	NtG28Sent	Notice Sent to Attorney	NtM2RGrant
Produce Notice for Motion to Reopen Granted	NtSent	Notice Sent	NtM2RGrant
Produce Notice of Denial due to Abandonment (Batch)	NtG28Sent	Notice Sent to Attorney	NtAbnB
Produce Notice of Denial due to Abandonment (Batch)	NtReprinted	Notice Reprinted	NtAbnB
Produce Notice of Denial due to Abandonment (Batch)	NtSent	Notice Sent	NtAbnB
Produce Notice of Denial due to Abandonment (Interactive)	NtG28Sent	Notice Sent to Attorney	NtAbnI
Produce Notice of Denial due to Abandonment (Interactive)	NtReprinted	Notice Reprinted	NtAbnI
Produce Notice of Denial due to Abandonment (Interactive)	NtSent	Notice Sent	NtAbnI
Produce Notice with Intent to Deny	NtG28Sent	Notice Sent to Attorney	NtCWID
Produce Notice with Intent to Deny	NtReprinted	Notice Reprinted	NtCWID
Produce Notice with Intent to Deny	NtSent	Notice Sent	NtCWID
Produce Oath Ceremony Notice	NtAdHoc	Notice created by Client GUI	NtOC
Produce Oath Ceremony Notice	NtReprinted	Notice Reprinted	NtOC
Produce Oath Ceremony Notice	NtSent	Notice Sent	NtOC
Produce Reminder notice	NtAdHoc	Notice created by Client GUI	NtReminder
Produce Reminder notice	NtReprinted	Notice Reprinted	NtReminder
Produce Reminder notice	NtSent	Notice Sent	NtReminder
Produce Suspense notice	NtAdHoc	Notice created by Client GUI	NtSuspense
Produce Suspense notice	NtReprinted	Notice Reprinted	NtSuspense
Produce Suspense notice	NtSent	Notice Sent	NtSuspense
Produce the Cancel Interview notice	NtAdHoc	Notice created by Client GUI	NtCXLIntvw
Produce the Cancel Interview notice	NtReprinted	Notice Reprinted	NtCXLIntvw
Produce the Cancel Interview notice	NtSent	Notice Sent	NtCXLIntvw
Produce the Cancel Oath Ceremony notice	NtAdHoc	Notice created by Client GUI	NtCXLOC
Produce the Cancel Oath Ceremony notice	NtReprinted	Notice Reprinted	NtCXLOC
Produce the Cancel Oath Ceremony notice	NtSent	Notice Sent	NtCXLOC
Produce the De-schedule Interview notice	NtAdHoc	Notice created by Client GUI	NtDSIntvw
Produce the De-schedule Interview notice	NtReprinted	Notice Reprinted	NtDSIntvw
Produce the De-schedule Interview notice	NtSent	Notice Sent	NtDSIntvw
Produce the De-schedule Oath Ceremony notice	NtAdHoc	Notice created by Client GUI	NtDSOC
Produce the De-schedule Oath Ceremony notice	NtReprinted	Notice Reprinted	NtDSOC
Produce the De-schedule Oath Ceremony notice	NtSent	Notice Sent	NtDSOC
Produce the INS Memo	NtAdHoc	Notice created by Client GUI	NtINSMemo
Produce the INS Memo	NtReprinted	Notice Reprinted	NtINSMemo

Activity Description	End Condition	End Condition Description	Activity Code
Produce the INS Memo	NtSent	Notice Sent	NtINSMemo
Produce the Motion to Reopen notice	NtG28Sent	Notice Sent to Attorney	NtMRO
Produce the Motion to Reopen notice	NtReprinted	Notice Reprinted	NtMRO
Produce the Motion to Reopen notice	NtSent	Notice Sent	NtMRO
Produce the No-Show Interview notice	NtAdHoc	Notice created by Client GUI	NtNSIntvw
Produce the No-Show Interview notice	NtReprinted	Notice Reprinted	NtNSIntvw
Produce the No-Show Interview notice	NtSent	Notice Sent	NtNSIntvw
Produce the No-Show Interview notice (military)	NtSent	Notice Sent	NtNSIntMil
Produce the No-Show Oath Ceremony notice	NtAdHoc	Notice created by Client GUI	NtNSOC
Produce the No-Show Oath Ceremony notice	NtReprinted	Notice Reprinted	NtNSOC
Produce the No-Show Oath Ceremony notice	NtSent	Notice Sent	NtNSOC
Produce Transfer Notice for File Shipping To NBC	NtSent		NtShipToNBC
Produce Under Payment Notice	NtAdHoc	Notice created by Client GUI	NtUnderPay
Produce Under Payment Notice	NtReprinted	Notice Reprinted	NtUnderPay
Produce Under Payment Notice	NtSent	Notice Sent	NtUnderPay
Produce Withdraw Acknowledgment	NtReprinted	Notice Reprinted	NtWdrawAck
Produce Withdraw Acknowledgment	NtSent	Notice Sent	NtWdrawAck
Receipt Record in RFACS created indicating N-400 received			RAFACSInitial
Receipting	ANY	WF Key-word. Used in ACT_TRANSIT to specify next Not EndCond dependen activity.	DeReceipt
Receipting	BadPay	Payment cannot be processed (no signature, no credit approval etc..)	DeReceipt
Receipting	Reconcile	Reconcile Payment with the Cash Box	DeReceipt
Receive RNACS cases in the N400 process Ready for Interview	ANY	WF Key-word. Used in ACT_TRANSIT to specify next Not EndCond dependen activity.	RNACSEntryIntvw
Receive RNACS cases in the N400 process Ready to Schedule for Interview	ANY	WF Key-word. Used in ACT_TRANSIT to specify next Not EndCond dependen activity.	RNACSEntry
Received By Mailroom	ANY	WF Key-word. Used in ACT_TRANSIT to specify next Not EndCond dependen activity.	MrRecv
Reconcilation of payment with the fee reciepted	OverPay	Payment Overpaid	PayMerge
Reconcilation of payment with the fee reciepted	PayOk	Payment is Ok (not an underpayment or overpayment)	PayMerge
Reconcilation of payment with the fee reciepted	UnderPay	Payment Underpaid	PayMerge
Refund money overpaid	ANY	WF Key-word. Used in ACT_TRANSIT to specify next Not EndCond dependen activity.	Refund
Remove Case from Suspense			RemoveSuspense
Request a CIS File Transfer Request	OK	O.K.	RqtCISFtr
Request A-File Retrieval	AFileInFRC	A-File was found in the Federal Records	RqtAFileRtrv
Request A-File Retrieval	AFileNotFound	A-File was not found	RqtAFileRtrv
Request A-File Retrieval	ANY	WF Key-word. Used in ACT_TRANSIT to specify next Not	RqtAFileRtrv

Activity Description	End Condition	End Condition Description	Activity Code
		EndCond dependen activity.	
Request A-File Retrieval	ExceedRqtCount	Exceeded the number of times the A-file was requested	RqtAFileRtrv
Request A-File Retrieval	OK	O.K.	RqtAFileRtrv
Request A-Num Verification from CIS	MissRqrData	Missing Required Data or Contradictory information found within CIS	RqtCISVerify
Request A-Num Verification from CIS	OK	O.K.	RqtCISVerify
Request FBI checks	ANY	WF Key-word. Used in ACT_TRANSIT to specify next Not EndCond dependen activity.	RqtChkFBI
Request FBI checks	DataFound	Current FBI Result Found from Batch	RqtChkFBI
Request FBI Name Check	ANY	WF Key-word. Used in ACT_TRANSIT to specify next Not EndCond dependen activity.	RqtFBINameChk
Request for Evidence (Ad-Hoc activity)	NtAdHoc	Notice created by Client GUI	NtRqt4Ev
Request for Evidence (Ad-Hoc activity)	NtReprinted	Notice Reprinted	NtRqt4Ev
Request for Evidence (Ad-Hoc activity)	NtSent	Notice Sent	NtRqt4Ev
Request for Motion to Reopen received from Applicant	ANY	WF Key-word. Used in ACT_TRANSIT to specify next Not EndCond dependen activity.	AppM2R
Request for Oath Ceremony	OrderFP	Schedule fingerprinting of applicant due to imminent expiration of prior prints	Rqt4OC
Request for Oath Ceremony	PlacedInQ	Placed In Scheduler Queue	Rqt4OC
Request for Oath Ceremony	Removed	Removed Applicant from Interview Scheduling Queue	Rqt4OC
Request for Oath Ceremony	Sched	Scheduled	Rqt4OC
Request for Oath Ceremony	SchedwoNt	Scheduled without producing a notice	Rqt4OC
Request G235B Check (Military Check)	ANY	WF Key-word. Used in ACT_TRANSIT to specify next Not EndCond dependen activity.	RqtG325BChk
Request Initial Interview	MissZip	No applicant zip_code.	RqtIntvw
Request Initial Interview	NonNATSJur	Office not within NATS	RqtIntvw
Request Initial Interview	OrderFP	Schedule fingerprinting of applicant due to imminent expiration of prior prints	RqtIntvw
Request Initial Interview	PlacedInQ	Placed In Scheduler Queue	RqtIntvw
Request Initial Interview	Removed	Removed Applicant from Interview Scheduling Queue	RqtIntvw
Request Initial Interview	Sched	Scheduled	RqtIntvw
Request Initial Interview	SchedwoNt	Scheduled without producing a notice	RqtIntvw
Request Initial Interview (holding cases)	Transfer	Transfer Case to RNACS	RqtIntvw1
Request Initial Interview (holding cases)	TransferManual	Transfer Case to Manual Systems	RqtIntvw1
Request Military checks	ANY	WF Key-word. Used in ACT_TRANSIT to specify next Not EndCond dependen activity.	RqtChkMil
Request to Appear for Fingerprinting Notice returned as undeliverable			UndelNtFP
Request to Schedule Fingerprinting	DataFound	Current FBI Result Found from Batch	RqtSchedFP
Request to Schedule Fingerprinting	PlacedInQ	Placed In Scheduler Queue	RqtSchedFP
Request to Schedule Fingerprinting	Removed	Removed Applicant from Interview Scheduling Queue	RqtSchedFP

Activity Description	End Condition	End Condition Description	Activity Code
Request to Schedule Fingerprinting	Sched	Scheduled	RqtSchedFP
Request to ship NACS A-File			RqtShpNACSAfile
Request to ship NATS A-file	OK	O.K.	RqtShpNATSAfile
Required Data Attending Processing	AnumProv	A-Number Provided	RqrDataATT
Required Data Attending Processing	ANY	WF Key-word. Used in ACT_TRANSIT to specify next Not EndCond dependen activity.	RqrDataATT
Required Data Attending Processing	BypassExtNACS	Bypass Extract NACS data from Claims 4.0	RqrDataATT
Required Data Attending Processing	ChkCIS	Request A-Num Verification from CIS	RqrDataATT
Required Data Attending Processing	DataChange	Case Data Change	RqrDataATT
Required Data Attending Processing	Override	Ignore the error and continue processing	RqrDataATT
Required Data Attending Processing	OverrideRqrData	Override required data requirements	RqrDataATT
Required Data Attending Processing	RqrDataResolved	Required Data Resolved	RqrDataATT
Required Data Attending Processing	RqrDataUnsolved	Required Data Unsolved	RqrDataATT
Required Data Attending Processing	StillMissRqrData	Subsequently Missing Required Data	RqrDataATT
Resolve FBI Name Check	Resolved	Corrected error that occurred during upload of data to external system	ResolveNameChk
Resolve problems that occurred while performing the CIS Close out upload	Override	Ignore the error and continue processing	ResolveCIS
Resolve problems that occurred while performing the CIS Close out upload	Resolved	Corrected error that occurred during upload of data to external system	ResolveCIS
Retrieve the A-file	Expired	Time expired	AFileRtrv
Retrieve the A-file	OK	O.K.	AFileRtrv
Return bad payment notice	NtAdHoc	Notice created by Client GUI	NtReturnPay
Return bad payment notice	NtReprinted	Notice Reprinted	NtReturnPay
Return bad payment notice	NtSent	Notice Sent	NtReturnPay
Reverify Prior Grant	DataChange	Case Data Change	ReverifyGrant
Reverify Prior Grant	OK	O.K.	ReverifyGrant
Reverify Prior Grant	OKMil		ReverifyGrant
Reverify Prior Grant	OrderFP	Schedule fingerprinting of applicant due to imminent expiration of prior prints	ReverifyGrant
Reverify Prior Grant	SendBack	Send Back to Original Adjudicator	ReverifyGrant
Reverify Prior Grant Override	DataChange	Case Data Change	ReverifyGrantOveride
Reverify Prior Grant Override	OK	O.K.	ReverifyGrantOveride
Reverify Prior Grant Override	OKMil		ReverifyGrantOveride
Reverify Prior Grant Override	OrderFP	Schedule fingerprinting of applicant due to imminent expiration of prior prints	ReverifyGrantOveride
Reverify Prior Grant Override	SendBack	Send Back to Original Adjudicator	ReverifyGrantOveride
Review Missing Data			RevMissData
Review Waive Fee	ANY	WF Key-word. Used in ACT_TRANSIT to specify next Not EndCond dependen activity.	RevFeeWv

Activity Description	End Condition	End Condition Description	Activity Code
Review Waive Fee	FeeReq	Fee Required	RevFeeWv
Review Waive Fee	FeeWv	Allow Fee to be waived	RevFeeWv
Schedule finger printing	DataFound	Current FBI Result Found from Batch	SchedFP
Schedule finger printing	Removed	Removed Applicant from Interview Scheduling Queue	SchedFP
Schedule finger printing	Rmv-RqtSchedFP	Removed case from queue place in request for fingerprint scheduling	SchedFP
Schedule finger printing	Sched	Scheduled	SchedFP
Schedule Oath Ceremony	OrderFP	Schedule fingerprinting of applicant due to imminent expiration of prior prints	SchedOC
Schedule Oath Ceremony	Removed	Removed Applicant from Interview Scheduling Queue	SchedOC
Schedule Oath Ceremony	Rmv-Rqt4OC	Removed case from queue place in request for oath ceremony scheduling	SchedOC
Schedule Oath Ceremony	Sched	Scheduled	SchedOC
Schedule Oath Ceremony	SchedwoNt	Scheduled without producing a notice	SchedOC
Schedule Oath Ceremony	Update	Update the Case Data	SchedOC
Schedule the Interview	CXL-Sched	Canceled prior to Scheduled	SchedIntvw
Schedule the Interview	DS-Sched	Descheduled prior to Scheduled	SchedIntvw
Schedule the Interview	OrderFP	Schedule fingerprinting of applicant due to imminent expiration of prior prints	SchedIntvw
Schedule the Interview	Removed	Removed Applicant from Interview Scheduling Queue	SchedIntvw
Schedule the Interview	Rmv-Rqt4Intvw	Removed case from queue place in request for interview scheduling	SchedIntvw
Schedule the Interview	Sched	Scheduled	SchedIntvw
Schedule the Interview	SchedwoNt	Scheduled without producing a notice	SchedIntvw
Schedule the Interview	Update	Update the Case Data	SchedIntvw
Scheduled For Fingerprinting RNACS Update	OK	O.K.	FPSchedRNACSUpdate
Scheduled For Fingerprinting RNACS Update	RNACSUpFailed	Failed to successfully update RNACS with case status	FPSchedRNACSUpdate
Service Center Denial			SCDenial
Ship A-File			ShpAfile
Ship A-File Notice	OK	O.K.	RqtShpAfile
Ship NATS A-File			ShpNATSAfile
Special workflow activity that is used to start a workflow process	ANY	WF Key-word. Used in ACT_TRANSIT to specify next Not EndCond dependen activity.	StartProc
Special workflow activity that is used to start a workflow process	Sched	Scheduled	StartProc
Start Data Verification from CIS	Expired	Time expired	VerifyData
Start Data Verification from CIS	MissRqrData	Missing Required Data or Contradictory information found within CIS	VerifyData
Start Data Verification from CIS	OK	O.K.	VerifyData
Start Request to schedule fingerprinting	Expired	Time expired	Authorized4FP

Activity Description	End Condition	End Condition Description	Activity Code
Supervisor Review	Confirm	Confirm Decision	SupvRev
Supervisor Review	DataChange	Case Data Change	SupvRev
Supervisor Review	MakeDecision	Make the Decision	SupvRev
Supervisor Review	MakeDecisionAbn	Make the Denial Decision due to Abandonment	SupvRev
Supervisor Review	Remand	Remand Decision	SupvRev
Supervisor Review	SendBack	Send Back to Original Adjudicator	SupvRev
Supervisor Review	SendBackAbn	Send Back to Original Adjudicator for Denial due to Abandonment	SupvRev
Supervisor Review	SupvRev	Supervisory Review	SupvRev
Supervisory Audit of the Payment	Accept	Accept the Reconciliation of the Cash Box	Audit
Terminate the workflow process instance			TerminateProc
Transfer C4 case from RNACS to C4	ANY	WF Key-word. Used in ACT_TRANSIT to specify next Not EndCond dependen activity.	RNACSTransIn
Transfer cases from C4 to RAPS	OK	O.K.	RAPSTransOut
Transfer cases from C4 to RAPS	RAPSUpFailed	The attempt to update RAPS failed	RAPSTransOut
Transfer cases from C4 to RNACS	OK	O.K.	RNACSTransOut
Transfer cases from C4 to RNACS	RNACSUpFailed	Failed to successfully update RNACS with case status	RNACSTransOut
Underpayment Notice returned as undeliverable			UndelNtUP
Update External System (C3) to record that the fingerprint notice is sent.	OK	O.K.	UpdateExtNt
Update External System (C3) to record that the interview has been scheduled			UpdateExtSched
Update External System (C3) to record that the interview notice has been sent			UpdateExtSchedNt
Update External System Close-out	ANY	WF Key-word. Used in ACT_TRANSIT to specify next Not EndCond dependen activity.	UpdateExtClose
Update External System to show before Interview Notice			UpdateExtDSched
Update External System to show Cancel before Interview Notice			UpdateExtCXLSched
Update External System to show Cancel Interview	ANY	WF Key-word. Used in ACT_TRANSIT to specify next Not EndCond dependen activity.	UpdateExtCXLIntvw
Update External System to show Deschedule Interview	ANY	WF Key-word. Used in ACT_TRANSIT to specify next Not EndCond dependen activity.	UpdateExtDSIntvw
Update fingerprinting status on External System (Claims 3, RNACS, etc)	OK	O.K.	UpdateExt
Update I-881 case status on external RAPS system	RAPSUpFailed	The attempt to update RAPS failed	NotifyRAPS
Update Received			UpdateExtRcvd
Update RNACS to record that the background checks have completed or expired	ANY	WF Key-word. Used in ACT_TRANSIT to specify next Not EndCond dependen activity.	BkgCompRNACSUpdate
Update RNACS to record that the background checks have completed or expired	OK	O.K.	BkgCompRNACSUpdate

Activity Description	End Condition	End Condition Description	Activity Code
Update RNACS to record that the background checks have completed or expired	RNACSUpFailed	Failed to successfully update RNACS with case status	BkgCompRNACSUpdate
Update RNACS to record that the case has been administratively closed	ANY	WF Key-word. Used in ACT_TRANSIT to specify next Not EndCond dependen activity.	AdminClsRNACSUpdate
Update RNACS to record that the case has been administratively closed out	ANY	WF Key-word. Used in ACT_TRANSIT to specify next Not EndCond dependen activity.	AdminRNACSUpdate
Update RNACS to record that the case has been administratively closed out	OK	O.K.	AdminRNACSUpdate
Update RNACS to record that the case has been administratively closed out	RNACSUpFailed	Failed to successfully update RNACS with case status	AdminRNACSUpdate
Update RNACS to record that the case has been denied	ANY	WF Key-word. Used in ACT_TRANSIT to specify next Not EndCond dependen activity.	DenyRNACSUpdate
Update RNACS to record that the case has been denied	OK	O.K.	DenyRNACSUpdate
Update RNACS to record that the case has been denied	RNACSUpFailed	Failed to successfully update RNACS with case status	DenyRNACSUpdate
Update RNACS to record that the case has been naturalized	ANY	WF Key-word. Used in ACT_TRANSIT to specify next Not EndCond dependen activity.	NatRNACSUpdate
Update RNACS to record that the case has been naturalized	OK	O.K.	NatRNACSUpdate
Update RNACS to record that the case has been naturalized	RNACSUpFailed	Failed to successfully update RNACS with case status	NatRNACSUpdate
Update RNACS to record that the case has been scheduled for an examination	OK	O.K.	SchExamRNACSUpdate
Update RNACS to record that the case has been scheduled for an examination	RNACSUpFailed	Failed to successfully update RNACS with case status	SchExamRNACSUpdate
Update RNACS to record that the case has been scheduled for an oath ceremony	OK	O.K.	SchOCRNACSUpdate
Update RNACS to record that the case has been scheduled for an oath ceremony	RNACSUpFailed	Failed to successfully update RNACS with case status	SchOCRNACSUpdate
Update RNACS to record that the case is waiting for an oath ceremony	OK	O.K.	PendOCRNACSUpdate
Update RNACS to record that the case is waiting for an oath ceremony	RNACSUpFailed	Failed to successfully update RNACS with case status	PendOCRNACSUpdate
Update RNACS to record the latest data and status of the case	RNACSUpFailed	Failed to successfully update RNACS with case status	RNACSUpdate
Update RNACS to record the latest data and status of the case	OK	O.K.	RNACSUpdate1
Upload CIS Close out data to CIS	CISCloseFailed	The upload to CIS Close out failed	LoadCISClose
Upload CIS Close out data to CIS	OK	O.K.	LoadCISClose
Upload CIS Close out data to CIS	Override	Ignore the error and continue processing	LoadCISClose

Activity Description	End Condition	End Condition Description	Activity Code
Upload NACS Close out data	OK	O.K.	LoadNACSClose
Upload NACS Close out data	Override	Ignore the error and continue processing	LoadNACSClose
Upload the entire NACS Case to the Main Frame	OK	O.K.	LoadNACSFull
Upload the entire NACS Case to the Main Frame	Override	Ignore the error and continue processing	LoadNACSFull
Wait For Final FBI Name Response	AS	App Stamp-Background investigation,favorable	FBINameResponse
Wait For Final FBI Name Response	DS	Dissemination Stamp-Obtain FBI Report from LESC	FBINameResponse
Wait For Final FBI Name Response	E	Error	FBINameResponse
Wait For Final FBI Name Response	H	Possible Hit	FBINameResponse
Wait For Final FBI Name Response	I	Possible Hit	FBINameResponse
Wait For Final FBI Name Response	MN	Manual Response	FBINameResponse
Wait For Final FBI Name Response	ND	Non-derogatory	FBINameResponse
Wait For Final FBI Name Response	NP	Not Pertinent	FBINameResponse
Wait For Final FBI Name Response	NR	The FBI sent a No Record from a FBI name check	FBINameResponse
Wait For Final FBI Name Response	OC	Outgoing Communication-Obtain FBI Report from LESC	FBINameResponse
Wait For Final FBI Name Response	RP	Report-Obtain FBI Report from LESC	FBINameResponse
Wait For Final FBI Name Response	RS	Resubmit	FBINameResponse
Wait For Final FBI Name Response	UN	Unknown Response	FBINameResponse
Wait For Final FBI Name Response	XX	Administratively closed	FBINameResponse
Waiting for Fingerprint card from applicant residing abroad	OK	O.K.	Wait4FPcard
Waiting for Information	DataChange	Case Data Change	Wait4Info
Waiting for Information	Expired	Time expired	Wait4Info
Waiting for Information	OK	O.K.	Wait4Info
Waiting for Information	OrderFP	Schedule fingerprinting of applicant due to imminent expiration of prior prints	Wait4Info
Waiting for Information on Motion to Reopen	Expired	Time expired	Wait4InfoMRO
Waiting for Information on Motion to Reopen	OK	O.K.	Wait4InfoMRO
Waiting for Information on No-Show for Interview	Expired	Time expired	Wait4InfoNSIntvw
Waiting for Information on No-Show for Interview	OK	O.K.	Wait4InfoNSIntvw
Waiting for Information on No-Show for Interview	PlacedInQ	Placed In Scheduler Queue	Wait4InfoNSIntvw
Waiting for Information on No-Show for Interview (Overseas Military)	OKMil		Wait4InfoNSIntMil
Waiting for Information on No-Show for Interview (Overseas Military)	PlacedInQMil		Wait4InfoNSIntMil
Waiting for Missing Photo	Expired	Time expired	MissEvPhoto
Waiting for Missing Photo	OK	O.K.	MissEvPhoto
Waiting for reopen request	Expired	Time expired	Wait4ReopenRqt
Waiting for reopen request	Recd	Received	Wait4ReopenRqt

Activity Description	End Condition	End Condition Description	Activity Code
Waiting for the response from the G235B Check	OK		ChkG325B
Wands in the RAP sheet returned from FBI or performs a supervisory override	Cancel	Cancel the request	RAPSheet
Wands in the RAP sheet returned from FBI or performs a supervisory override	OK	O.K.	RAPSheet
Wands in the RAP sheet returned from FBI or performs a supervisory override	rCancel	Special case of "Cancel" where the case jumps to a predefined activity	RAPSheet
Wands in the RAP sheet returned from FBI or performs a supervisory override	rOK	Special case of "OK" where the case jumps to a predefined activity	RAPSheet
Wands in the RAP sheet returned from FBI or performs a supervisory override	rRqtIntvw	Special case of "OK" where the case jumps to RqtIntvw	RAPSheet
Withdrawal Request Received	ANY	WF Key-word. Used in ACT_TRANSIT to specify next Not EndCond dependen activity.	WdrawRqtRecd