

IMMIGRATION AND NATURALIZATION SERVICE

GLOSSARY AND ACRONYMS

ACB -- Administrative Center Burlington
ACD -- Administrative Center Dallas
ACE -- Accelerated Citizen Examination
ACL -- Administrative Center Laguna Niguel
ACPA -- Assistant Chief Patrol Agent
ACT -- Administrative Center Twin Cities
ADD -- Assistant District Director
ADDE -- Assistant District Director, Examinations
ADDI -- Assistant District Director, Investigations
ADDM -- Assistant District Director, Management
ADIT -- Alien Documentation, Identification and Telecommunication System
ADP -- Automated Data Processing
AFACS -- A-Files Accountability and Control System
A File -- Basic Alien File (contains Alien #)
AILA -- American Immigration Lawyers Association
AM -- Administrative Manual
AMIO -- Alien Migration Interdiction Operation
AMIS -- Asset Management Information System
ANI -- Automatic Number Identifier
AO -- Administrative Officer
AO -- Asylum Officer
AOC -- Asylum Officer Corps
AOIC -- Assistant Officer-in-Charge
APHIS -- Animal and Plant Health Inspection Services
APIS -- Advance Passenger Information System
APO -- Administrative Center Property Officer
APP -- Annual Performance Plan or Automated Permit Port
ARC -- Alien Registration Card (Green Card)
ASC -- Application Support Center (Naturalization)
ASIS -- Anti-Smuggling Information System
ASU -- Anti-Smuggling Unit
ASVI -- Alien Status Verification Index
AUO -- Administratively Uncontrollable Overtime
AVLOS -- Automated Visa Lookout System
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B

BACS -- Bond Accounting System
BAS -- Balanced Adjudications System
BCC -- Border Crossing Card (Mexico)
BCI -- Border Coordination Initiative
BCIC -- Border Crossing Identification Card (I-586)
BHRHA -- Bureau of Human Rights and Humanitarian Affairs
BIA -- Board of Immigration Appeals
BMIS -- Bond Management Information System
BOP -- Bureau of Prisons
BORTAC -- Border Patrol Tactical Unit (HQ at Biggs Army Airfield, TX)
BP -- Border Patrol

BPA -- Border Patrol Academy/Border Patrol Agent
BPR -- Border Process Re-Engineering Project
BPSH -- Border Patrol Sector Headquarters
BRP -- Backlog Reduction Plan (Naturalization)
BSC -- Baltimore Service Center (telephones)

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C

CADRE -- Computer Assisted Detection and Reports Enhancement System
CAO -- Center Adjudications Officer
CAP -- Citizens Advisory Panel
CAP -- Contracting and Procurement
CAP -- Cuban Adjustment Program
CATI -- Computer Assisted Telephone Interviewing
CATS -- Consolidate Asset Tracking System
CAWG -- Control Authorities Working Group
CBOs -- Community-Based Organizations
CBIC -- Canadian Border Intelligence Center
CBT -- Computer-Based Training
CCATTS -- Correspondence Control and Task Tracking System
CFOA -- Chief Financial Officers Act
CFR -- Code of Federal Regulations
CI -- Criminal Investigator; Cooperating Individual; Confidential Informant
CIC -- Crime Information Center
CIJ -- Chief Immigration Judge
CIMT -- Crimes Involving Moral Turpitude
CIPRIS -- Coordinated Interagency Partnership Regulating International Students, now SEVP
CIPS -- Combined Immigration and Public Health Inspection Procedure
CIR -- Commission on Immigration Reform
CIRP -- Computer Incident Response Program
CIS -- Central Index System
CLAIMS -- Computer Linked Application Information Management Systems
COLA -- Cost of living allowance
COTR -- Contracting Officer Technical Representative
COTS -- jail management, hotel and airline reservation software
CPA -- Chief Patrol Agent
CPS -- Current Population Survey (Census)
CR -- Contact Representative
CRO -- Central Region Office (Dallas)
CSC -- California Service Center (Laguna Niguel)
CSPM -- Computer Security Program Manager
CSR -- Customer Service Representative (IRM - Computer)
CSSO -- Computer Systems Security Officer
CTRS -- Critical Transaction Reporting System
CUSA -- Citizenship U.S.A.
C&TS -- Computer & Telecommunications System

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D

D&D -- Detention and Deportation
DACS -- Deportable Alien Control System
DAO -- District Adjudication Officer; or Deputy Adjudications Officer
DAS -- Duty Assignment Sheet (Border Patrol)
DBM -- Distributed Budget Module
DCL -- Dedicated Commuter Lane
DCM -- Deputy Chief of Mission

DCOS -- Debt Collection System
DCPA -- Deputy Chief Patrol Agent
DD -- District Director
DDD -- Deputy District Director
DDOS -- Detention and Deportation Optimization System
DDP -- Detention and Deportation Program
DED -- Deferred Enforced Departure
DEO -- Detention Enforcement Officer
DFS -- Designated Fingerprint Service
DIAS -- Directives and Instructions Access System
DMS -- Detention Management System
DO -- District Office; or Deportation Officer
DOE -- Date of Entry
DOL -- Department of Labor
DOS -- Department of State
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E

EAC -- Executive Associate Commissioner
EAD -- Employment Authorization Document
EFOIA -- Electronic Freedom of Information Act initiative
ELR -- Employee Labor Relations
ENFORCE -- Enforcement Case Tracking System
EOD -- Entrance On Duty
EOIR -- Executive Office for Immigration Review
EPIC -- El Paso Intelligence Center
ER -- Expedited Removal
ERO -- Eastern Region Office (Burlington, VT)
ETC -- Eastern Telephone Center
EVD -- Extended Voluntary Departure
EVP -- Employment Verification Pilot
EVRP -- Encrypted Voice Radio Program
EWI -- Entry Without Inspection
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F

FAAS -- Foreign Affairs Administrative Support System
FACS -- Financial Accounting and Control System
FARES -- Fees and Applications Receipt and Entry System
FCC -- Fingerprint Clearance Coordination Center
FCO -- Files Control Office
FD-258 -- Fingerprint Card
FDL -- Forensic Document Laboratory
FEHBP -- Federal Employees Health Benefits Program
FEPA -- Federal Employee Pay Act
FEPCA -- Federal Employee Pay Comparability Act, 1990
FEGLI -- Federal Employees Group Life Insurance
FFMS -- Federal Financial Management System (will replace FACS)
FIPS -- FOIA/PA Information Processing System
FLIR -- Forward-Looking Infrared
FLETC -- Federal Law Enforcement Training Center
FLRA -- Fair Labor Relation Authority
FLSA -- Fair Labor Standard Act
FOIA/PA -- Freedom of Information Act/ Privacy Act
FOS/HM -- Field Operations Support & Hardware Maintenance
FRC -- Federal Records Centers

FSIP -- Federal Service Impasse Panel

FTE -- Full-Time Equivalent

FTP -- File Transfer Protocol

FTRs -- File Transfer Requests

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G

GEMS -- General Counsel Management System

GMRA -- Government Management and Reform Act

GPRA -- Government Performance and Results Act

GREEN CARD -- Alien Registration Receipt Card (Form I-151 or I-551)

GUI -- Graphical User Interface

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H

HMIO -- Haitian Migration Interdiction Operation

HPO -- HQ Property Officer

HQFFM -- HQ Office of Files and Forms Management

HQIAO -- HQ International Affairs

HQINS -- HQ Office of Inspections

HQIRM -- HQ Information Resource Management

HQISD -- HQ Immigration Services Division

HQMGM -- HQ Office of Management

HQOCR -- HQ Office of Congressional Relations

HQOIA -- HQ Internal Audit

HQONO -- HQ Office of Naturalization Operations

HQOPA -- HQ Office of Public Affairs

HQOPP -- HQ Office of Policy & Planning

HQOPS -- HQ Office of Field Operations

HQOCR -- HQ Office of Congressional Relations

HQPRG -- HQ Office of Programs

HQREC -- HQ Office of Records

HQSEC -- HQ Office of Security

HQCSP -- HQ Career Sustainment Program

HRO -- Human Resource Office

HTTP -- Hypertext Transfer Protocol (server)

HW -- Hardware

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I

IA -- Immigration Agent; or Investigative Assistant

IAO -- Office of International Affairs

IATA -- International Air Transport Association

IBIS -- Interagency Border Inspection System

ICAD -- Integrated Computer Aided Detection

ICAO -- International Civil Aviation Organization

ICF -- Immigration Card Facility (Arlington, TX)

ICMS -- Investigations Case Management System

ICPS -- Integrated Card Production System

IDENT -- Automated Fingerprint Identification System

IDP -- In District Processing

IDO -- Immigration Detention Officer

IE -- Immigration Examiner

IFM -- Inspector's Field Manual

IHP -- Institutional Hearing Program

II -- Immigration Inspector

IIE -- Integrated Interior Enforcement
IIO -- Immigration Information Officer
IIRIRA -- Illegal Immigration Reform and Immigrant Responsibility Act
IJ -- Immigration Judge
INA -- Immigration and Nationality Act
INAB -- Inspections National Advisory Board
INSERTS -- INS Easy Research & Transmittal System
INSPASS -- INS Passenger Accelerated Service System
INSpect -- INS Program for Excellence and Comprehensive Tracking
INTEX -- Inspections Travelers Examination
INV -- Investigations
IO -- Immigration Officer
IOA -- Immigration Officer Academy
IOBTC -- Immigration Officer Basic Training Course
IRC -- Internet Relay Chat (server)
IRCA -- Immigration Reform and Control Act of 1986
IRM -- Information Resources Management
IRP -- Institutional Removal Program
ISA -- Information System Architecture
ISIS -- Integrated Surveillance Information System
ISP -- Internet Service Provider
IT -- Information Technology
IV -- Immigration Visa
IVR -- Interactive Voice Response
IV&V -- Independent Validation and Verification
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J

JABS -- Joint Automated Booking System
JEVP -- Joint Employment Verification Pilot Program (SSA/INS)
JMD -- Justice Management Division
JPATS -- Justice Prisoner and Alien Transportation Service
JTTF -- Joint Terrorism Task Force
JVA -- Joint Voluntary Agency
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L

LAN -- Local Area Network
LAPR -- Lawfully Admitted for Permanent Residence
LAPS -- Legalization Application Processing System
LAW -- Legally Authorized (or Admitted) Worker
LDC -- Leadership Development Center (Dallas, TX.)
LEA -- Law Enforcement Agency
LEAA -- Law Enforcement Availability Act of 1994
LEADS -- Law Enforcement Analytical Data System
LEO -- Law Enforcement Officer
LESC -- Law Enforcement Support Center
LPR -- Lawful Permanent Resident
LULAC -- League of United Latin American Citizens
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M

MFAS -- Marriage Fraud Amendment System
MDC -- Modified Departure Control
MIRP -- Mexican Interior Repatriation Program
MOBIS -- Management, Organizational and Business Improvement Services

MRD -- Machine Readable Document
MS&D Bond -- Maintenance of Status and Departure bond
MTBF -- Mean Time Between Failures (for hardware components)

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N

NACARA -- Nicaraguan Adjustment and Central American Relief Act
NACS -- Naturalization Automated Casework System
NAILS -- National Automated Immigration Lookout System
NARA -- National Archives and Records Administration
NATZ -- Naturalization
NBPC -- National Border Patrol Council (One of two collective bargaining units)
NCIC -- National Crime Information Center
NFC -- National Finance Center
NFS -- Network File System
NFTS -- National File Tracking System
NGOs -- Non-Governmental Organizations
NIF -- Notice of Intent to Fine
NIIS -- Non-Immigrant Information System
NINSC -- National INS Council (One of two collective bargaining units)
NIV -- Non Immigrant Visa
NNTP -- Network News Transfer Protocol
NQP -- Naturalization Quality Procedures
NRC -- National Records Center
NRTP -- National Records Training Program
NSC -- Nebraska Service Center (Lincoln)
NSI -- National Security Information
NTA -- Notice to Appear
NVC -- National Visa Center (Dept. of State)

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O

OA -- Office Automation
OARS -- Outlying Area Reporting System
OASIS -- Operational Activities Special Information Systems
OBTS -- Offender Base Tracking System
OCDETF -- Organized Crime Drug Enforcement Task Force
OCR -- Office of Congressional Relations (HQOCR or ROOCR)
OI -- Operating Instructions
OIA -- Office of Internal Audit
OIA/IRB -- Office of Internal Audit/Internal Review Branch
OIC -- Officer-in-Charge
OIL -- Office of Immigration Litigation
OIRM -- Office of Information Resources Management
ONO -- Office of Naturalization Operations
OPSEC -- Operations Security
OSC -- Order to Show Cause
OTM -- Other than Mexican

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P

PA -- (Border) Patrol Agent
PAIC -- Patrol Agent in Charge
PAL -- Passenger Acceleration Lane (in San Clemente -- See SENTRI)
PAMS -- Private Attorney Maintenance System
PAO -- Public Affairs Officer

PAS -- Performance Management System
PCO -- Property Control Officer
PHS -- Public Health Services
PICS -- Password Issuance and Control System
PIMS -- Performance Indicator Management System
PIO -- Public Information Officer
PMFA -- Permanent Full-time Authorized Position
PMPT -- Permanent Part-time Position
POE -- Port-of-Entry
POMS -- Port-of-Entry Management System
POP -- Post Office Protocol
POSTS -- Personnel Office Systems Tracking System
PPE -- Personal Protective Equipment
PRC -- Permanent Resident Card
PQIC -- Port Quality Improvement Committees
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Q

QASP -- Quality Assurance Surveillance Plan

R

RAFACS -- Receipt and Alien File Accountability and Control System
RAPID -- Records and Processes Improvement Design
RAPS -- Refugees, Asylum and Parole System
RAW -- Replenishment Agricultural Worker
RD -- Regional Director
ROOCR -- Regional Office of Congressional Relations
RPFS -- Responsible Party Filing System
RRU -- Rapid Response Unit (Headquarters)
RTD -- Refugee Travel Document
RTP -- National Records Transition Project
RVI -- Remote Video Inspection
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S

SA -- Special Agent
SAVE -- Systematic Alien Verification for Entitlement
SAW -- Special Agricultural Workers
SBPA -- Supervisory Border Patrol Agent
SC -- Service Center
SCAAP -- State Criminal Alien Assistance Program
SCD -- Service Computation Date
SDEO -- Supervisory Detention Enforcement Officer
SDO -- Supervisory Detention Officer
SENTRI -- Secure Electronic Network for Travelers' Rapid Inspection
SEVIS -- Student and Exchange Visitor Information System
SEVP -- Student and Exchange Visitor Program
SHRO -- Servicing Human Resources Office
SIE -- Supervisory Immigration Examiner
SII -- Supervisory Immigration Inspector
SIO -- Supervisory Immigration Officer
SIO -- Special Inquiry Officer (Immigration Judge)
SITD -- Strategic Information and Technology Development
SLOB -- Service Lookout Book

SME -- Subject Matter Expert
SMTTP -- Simple Mail Transfer Protocol
SNMP -- Simple Network Management Protocol
SOI -- Supervisory Operations Inspector
SPC -- Service Processing Center
SPPB -- Systems Policy & Planning Branch
SSA -- Supervisory Special Agent
SW -- Southwest; Software

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T

TAPS -- Telephone Application Processing System
TECS -- Treasury Enforcement Communications System
TFTP -- Trivial File Transfer Protocol (server)
TIC -- The Interdiction Committee
TIP -- Technology Infrastructure Project
TPCR -- Transition Period Custody Rules
TPFT -- Temporary Full-Time Employee
TPPT -- Temporary Part-Time Employee
TPS -- Temporary Protected Status
TSC -- Texas Service Center (Irving)
TRWOV -- Transit Without Visa

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U

UNHCR -- United Nations High Commissioner for Refugees
USC -- U.S. Citizen
USCS -- United States Customs Service

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V

VARs -- Vehicle Accounting and Reporting System
VCRP -- Violent Crimes Reduction Programs
VD -- Voluntary Departure
VOLAG -- Voluntary Agency
VR -- Voluntary Return
VSC -- Vermont Service Center (St. Albans)
VTC -- Video Teleconferencing
VWPP -- Visa Waiver Pilot Program

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W

WAN -- Wide Area Network
WORM -- Write-Once, Read Many
WRO -- Western Region Office (Laguna Niguel, CA)
WTC -- Western Telephone Center

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INS FACILITIES

(ALPHABETICAL BY FCO/CCO DESIGNATION)

FCO = File control Office; CCO = Case Control Office

ALB	CCO	ALBANY, NY SUB-OFFICE
?	N/A	DES MOINES
?	N/A	CEDAR RAPIDS
AAO	CCO	ADMINISTRATIVE APPEALS OFFICE
AGA	FCO	AGANA SUB-OFFICE
ANC	FCO	ANCHORAGE DISTRICT OFFICE
ATH		ATHENS SUB-OFFICE
ATL	FCO	ATLANTA DISTRICT OFFICE
BAL	FCO	BALTIMORE DISTRICT OFFICE
BKK		BANGKOK DISTRICT OFFICE
BOS	FOC	BOSTON DISTRICT OFFICE
BTV	CCO	BATAVIA DETENTION FACILITY
BUF	FCO	BUFFALO DISTRICT OFFICE
CHA	FCO	CHARLOTTE AMALIE SUB OFFICE
CHI	FCO	CHICAGO DISTRICT OFFICE
CIN	FCO	CINCINNATI SUB OFFICE
CLE	FCO	CLEVELAND DISTRICT OFFICE
CLT	FCO	CHARLOTTE SUB OFFICE
CNR	CCO	CHARLESTON NATZ. REVIEW OFFICE
COW	FCO	HEADQUARTERS
DAL	FCO	DALLAS DISTRICT OFFICE
DEN	FCO	DENVER DISTRICT OFFICE
DET	FCO	DETROIT DISTRICT OFFICE
EAZ	CCO	ELOY DETENTION CENTER
ELP	FCO	EL PASO DISTRICT OFFICE
ESC	FCO	EASTERN SERVICE CENTER (VERMONT)
FKG		FRANKFURT SUB OFFICE
FLO	CCO	FLORENCE DETENTION CENTER
HAR	FCO	HARTFORD SUB OFFICE
HBG	CCO	HARRISONBURG RFMF
HEL	FCO	HELENA DISTRICT OFFICE
HHW	FCO	HONOLULU DISTRICT OFFICE
HKC		HONG KONG SUB OFFICE
HLG	FCO	HARLINGEN DISTRICT OFFICE
HNT	CCO	HUNTSVILLE IHP
HOU	FCO	HOUSTON DISTRICT OFFICE
INP	CCO	INDIANAPOLIS SUB OFFICE
JAC	CCO	JACKSONVILLE SUB OFFICE
KAN	FCO	KANSAS CITY DISTRICT OFFICE
LOS	FCO	LOS ANGELES DISTRICT OFFICE
LSC	CCO	LAW ENFORCEMENT SUPPORT CENTER
LVG	FCO	LAS VEGAS SUB OFFICE

MEM	FCO	MEMPHIS SUB OFFICE
MEX		MEXICO CITY DISTRICT OFFICE
MIA	FCO	MIAMI DISTRICT OFFICE
MIL	FCO	MILWAUKEE SUB OFFICE
MPH		MANILA SUB OFFICE
NBO		NAIROBI SUB OFFICE
NDI		NEW DELHI SUB OFFICE
NEW	FCO	NEWARK DISTRICT OFFICE
NOL	FCO	NEW ORLEANS DISTRICT OFFICE
NOR	FCO	NORFOLK SUB OFFICE
NSC	FCO	NORTHERN SERVICE CENTER (NEBRASKA)
NYC	FCO	NEW YORK CITY DISTRICT OFFICE
OAK	CCO	OAKDALE DETENTION FACILITY
OKC	FCO	OKLAHOMA CITY SUB OFFICE
OMA	FCO	OMAHA DISTRICT OFFICE
PHI	FCO	PHILADELPHIA DISTRICT OFFICE
PHO	FCO	PHOENIX DISTRICT OFFICE
PIT	FCO	PITTSBURGH SUB OFFICE
POM	FCO	PORTLAND, ME DISTRICT OFFICE
POO	FCO	PORTLAND, OR DISTRICT OFFICE
PRO	CCO	PROVIDENCE SUB OFFICE
REN	FCO	RENO SUB OFFICE
RIT		ROME DISTRICT OFFICE
SAJ	FCO	SAN JUAN DISTRICT OFFICE
SEA	FCO	SEATTLE DISTRICT OFFICE
SEK		SEOUL SUB OFFICE
SFR	FCO	SAN FRANCISCO DISTRICT OFFICE
SLC	CCO	SALT LAKE CITY SUB OFFICE
SNA	FCO	SAN ANTONIO DISTRICT OFFICE
SND	FCO	SAN DIEGO DISTRICT OFFICE
SNP		SINGAPORE SUB OFFICE
SPM	FCO	ST. PAUL/MINNEAPOLIS DISTRICT OFFICE
SPO	CCO	SPOKANE SUB OFFICE
SSC	FCO	SOUTHERN SERVICE CENTER (TEXAS)
STA	FCO	ST. ALBANS SUB OFFICE
STL	FCO	ST. LOUIS SUB OFFICE
TAM	FCO	TAMPA SUB OFFICE
TUC	CCO	TUCSON SUB OFFICE
VNA		VIENNA SUB OFFICE
WAS	FCO	WASHINGTON DISTRICT OFFICE
WCF	CCO	WESTERN CRIMINAL A-FILE CENTER
WPC	CCO	WASHINGTON PROCESSING CENTER
WSC	FCO	WESTERN SERVICE CENTER (CALIFORNIA)
YAK	CCO	YAKIMA SUB OFFICE
ZAR	FCO	ARLINGTON ASYLUM OFFICE
ZCH	FCO	CHICAGO ASYLUM OFFICE
ZHN	FCO	HOUSTON ASYLUM OFFICE
ZLA	FCO	LOS ANGELES ASYLUM OFFICE
ZMI	FCO	MIAMI ASYLUM OFFICE

ZNK	FCO	NEWARK ASYLUM OFFICE
ZNY	FCO	NEW YORK ASYLUM OFFICE
ZSF	FCO	SAN FRANCISCO ASYLUM OFFICE