

Request for Records Disposition Authority

Records Schedule Number DAA-0567-2018-0001

Schedule Status Approved

Agency or Establishment Immigration and Customs Enforcement

Record Group / Scheduling Group Records of the Bureau of Immigration and Customs Enforcement

Records Schedule applies to Major Subdivision

Major Subdivision Enforcement and Removal Operations

Schedule Subject Alternatives to Detention (ATD) Program

Internal agency concurrences will be provided No

Background Information

Alternatives to Detention (ATD) is a flight-mitigation tool that uses technology and case management to increase compliance with release conditions and facilitate alien compliance with court hearings and final orders of removal while allowing aliens to remain in their community – contributing to their families and community organizations and, if necessary, wrapping-up their affairs in the U.S. – as they move through immigration proceedings.

The ATD Program supervises and tracks participant requirements for appearing at certain locations and/or checking in with ICE personnel who are monitoring them for program compliance. The level of supervision and technology to which a participant is assigned is based upon criteria that includes, but is not limited to: current immigration status, criminal history, compliance history, community or family ties, being a caregiver or provider, and other humanitarian or medical conditions.

Item Count

Number of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items
2	0	2	0

GAO Approval

Outline of Records Schedule Items for DAA-0567-2018-0001

Sequence Number	
1	Participant Tracking Records Disposition Authority Number: DAA-0567-2018-0001-0001
2	Incident/Violation Reports Disposition Authority Number: DAA-0567-2018-0001-0002

Records Schedule Items

Sequence Number	
1	<p data-bbox="345 380 756 411">Participant Tracking Records</p> <p data-bbox="345 432 1149 464">Disposition Authority Number DAA-0567-2018-0001-0001</p> <p data-bbox="345 485 1523 642">Records documenting individual participation in the Alternatives to Detention (ATD) Program. Participant tracking utilizes a combination of home visits, office visits, alert response, court tracking, and technology. Records include, but are not limited to, GPS data points and voice tracker verification data.</p> <p data-bbox="345 653 919 684">Final Disposition Temporary</p> <p data-bbox="345 705 850 737">Item Status Active</p> <p data-bbox="345 758 818 789">Is this item media neutral? Yes</p> <p data-bbox="345 810 818 936">Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing? Yes</p> <p data-bbox="345 957 805 1052">Do any of the records covered by this item exist as structured electronic data? No</p> <p data-bbox="345 1083 659 1115">Disposition Instruction</p> <p data-bbox="345 1146 1390 1220">Cutoff Instruction Cut off on the date in which the participant is terminated from the ATD Program.</p> <p data-bbox="345 1241 1175 1272">Retention Period Destroy 7 year(s) after cutoff.</p> <p data-bbox="345 1314 659 1346">Additional Information</p> <p data-bbox="345 1367 951 1398">GAO Approval Not Required</p>
2	<p data-bbox="345 1430 708 1461">Incident/Violation Reports</p> <p data-bbox="345 1482 1154 1514">Disposition Authority Number DAA-0567-2018-0001-0002</p> <p data-bbox="345 1535 1523 1650">Records documenting ATD participant incidents and violations related to program requirements. Records include, but are not limited to, reports and supporting documentation.</p> <p data-bbox="345 1661 919 1692">Final Disposition Temporary</p> <p data-bbox="345 1713 850 1745">Item Status Active</p> <p data-bbox="345 1766 818 1797">Is this item media neutral? Yes</p> <p data-bbox="345 1818 805 1892">Do any of the records covered by this item currently exist in</p>

electronic format(s) other than e-mail and word processing?

Disposition Instruction

Cutoff Instruction

Cut off on the date in which the participant is terminated from the ATD Program.

Retention Period

Destroy 7 year(s) after cutoff.

Additional Information

GAO Approval

Not Required

Agency Certification

I hereby certify that I am authorized to act for this agency in matters pertaining to the disposition of its records and that the records proposed for disposal in this schedule are not now needed for the business of the agency or will not be needed after the retention periods specified.

Signatory Information

Date	Action	By	Title	Organization
07/03/2018	Certify	(b)(6); (b)(7)(C)	Archivist	Office of Information Governance and Privacy - Records Division
08/17/2018	Return for Revision		Archives Specialist	National Archives and Records Administration - ACRA
11/07/2018	Submit for Concurrence		Archives Specialist	National Archives and Records Administration - ACRA
12/17/2019	Concur		Director of Records Management Services	National Records Management Program - ACNR Records Management Services
12/19/2019	Concur		Chief Records Officer	National Records and Archives Administration - National Records and Archives Administration
12/20/2019	Approve		Archivist of the United States	Office of the Archivist - Office of the Archivist

Executive Summary

Summary

Department of Homeland Security, Immigration and Customs Enforcement requests disposition authority for records of participation in alternatives to detention programs. These records have temporary value because they have little or no research value.

Permanent Item Numbers

Federal Register Notice

Required

Publication Date

2018-09-04

Copies Requested

3

Comments Received

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