

REQUEST FOR RECORDS DISPOSITION AUTHORITY		JOB NUMBER <i>NI-292-107</i>	
To NATIONAL ARCHIVES & RECORDS ADMINISTRATION 8601 ADELPHI ROAD COLLEGE PARK, MD 20740-6001		Date received <i>1/19/10</i>	
1 FROM (Agency or establishment) Department of Health and Human Services		NOTIFICATION TO AGENCY In accordance with the provisions of 44 U.S.C. 3303a, the disposition request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10	
2 MAJOR SUBDIVISION Administration for Children and Families			
3 MINOR SUBDIVISION			
4 NAME OF PERSON WITH WHOM TO CONFER Douglas Johnson, ACF Records Officer	5 TELEPHONE NUMBER 202-690-1205	DATE <i>11 Jan 11</i>	ARCHIVIST OF THE UNITED STATES <i>[Signature]</i>
6 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 on the attached <u>2</u> page(s) are not needed now for the business for this agency or will not be needed after the retention periods specified, and that written concurrence from the General Accounting Office, under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies. <input checked="" type="checkbox"/> is not required <input type="checkbox"/> is attached, or <input type="checkbox"/> has been requested			
DATE 01/11/2010	SIGNATURE OF AGENCY REPRESENTATIVE <i>Yvonne K. Wilson</i> S // Yvonne K. Wilson		TITLE HHS Records Officer
7 ITEM NO	8 DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARA USE ONLY)
	ACF Electronic Systems Schedule: Trafficking Victims Tracking System (TVTS) See attached		

Trafficking Victims Tracking System (TVTS)

Item # Trafficking Victims Tracking System (TVTS) Collects, stores, and maintain information regarding victims of severe forms of trafficking in the United States for the purposes of issuing certification (for adults) and eligibility (for children) letters that make them eligible to apply for Federal benefits and services to the same extent as refugees

1 TVTS Database Records

This information is used for the purposes of issuing certification (for adults), eligibility (for children) letters, and to prepare and publish various statistical reports. Data includes victim identifying information, such as names, DOB, country of origin, gender, type of trafficking, and Alien number, as well as name and business address of victim's case manager. Information may be provided and collected to track types of services for which victims applied, including NGO provider information and type(s) of benefits.

Disposition: TEMPORARY Cut off at the end of the fiscal year in which certification or eligibility is issued. Retain for a minimum of 10 years after cutoff or when no longer needed for business purposes, whichever is later.