

## Request for Records Disposition Authority

Records Schedule Number      DAA-0566-2020-0001  
Schedule Status                Approved  
  
Agency or Establishment        Citizenship and Immigration Services  
Record Group / Scheduling Group   Records of U.S. Citizenship and Immigration Services  
Records Schedule applies to    Agency-wide  
Schedule Subject                Absconders Data Collection Systems  
Internal agency concurrences will be provided      No

Background Information            USCIS captures and stores data on absconders: subjects who: (1) meet the definitions of an Egregious Public Safety (EPS) case or a Non-Egregious Public Safety (Non-EPS) case; (2) have an active order of removal but who have not left the country; or (3) have absconded from Enforcement and Removal Operations – ICE (ERO) custody. USCIS stores this data in an electronic system out of which is pulled a summary report of individuals who are subject to a final order of removal but have not departed. This report is forwarded to ICE on a routine basis. The current USCIS system performing this function is called Fugitives and Absconders Search Report (FASR). However this schedule will cover all systems at USCIS serving the same purpose regardless of name or platform.

Prior to entry into FASR, a subject is issued an order of removal in conjunction with either a Referral to ICE (RTI) or a Notice to Appear (NTA). Subjects are enter in FASR when they are not complying with orders or cannot be located. USCIS manually creates a record in FASR, inputting pertinent case information, associated biometric data, and biographic data for the designated absconder. Case data includes, but is not limited to:

- A-Number
- Receipt Number
- Receipt Date
- Last Name
- First Name
- Date of Birth
- Gender
- Country of Birth
- In Care of Address
- Street
- City

- State
- Zip Code
- Universal Control Number (UCN)
- Fingerprint Identification Number (FIN)
- TECS ID
- National Crime Information Center (NCIC) ID
- Pertinent case notes detailing court proceedings and previous removal orders (including removal proceeding information)

Exception: Records that are linked to national security, law enforcement, fraud, administrative investigations or actions, congressional inquiries or similar matters may be extended beyond the applicable retention period in five-year increments.

Item Count

Number of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items
1	0	1	0

GAO Approval

## Outline of Records Schedule Items for DAA-0566-2020-0001

Sequence Number
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1	Absconders Data Collection Systems - Master File Data Disposition Authority Number: DAA-0566-2020-0001-0001
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## Records Schedule Items

Sequence Number	
1	<p data-bbox="342 380 1133 411"><b>Absconders Data Collection Systems - Master File Data</b></p> <p data-bbox="342 432 1151 464">Disposition Authority Number      <b>DAA-0566-2020-0001-0001</b></p> <p data-bbox="342 485 1507 831"><b>Absconders Data Collection Systems - Master File Data:</b> Absconders Data Collection Systems master file includes pertinent case information, associated biometric data, and biographic data for the designated absconder. Case data includes, but is not limited to: • A-Number • Receipt Number • Receipt Date • Last Name • First Name • Date of Birth • Gender • Country of Birth • In Care of Address • Street • City • State • Zip Code • Universal Control Number (UCN) • Fingerprint Identification Number (FIN) • TECS ID • National Crime Information Center (NCIC) ID • Pertinent case notes detailing court proceedings and previous removal orders (including removal proceeding information)</p> <p data-bbox="342 846 919 877">Final Disposition                      <b>Temporary</b></p> <p data-bbox="342 898 850 930">Item Status                                <b>Active</b></p> <p data-bbox="342 951 818 982">Is this item media neutral?            <b>Yes</b></p> <p data-bbox="342 1003 818 1129">Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing?        <b>Yes</b></p> <p data-bbox="342 1150 818 1245">Do any of the records covered by this item exist as structured electronic data?                            <b>Yes</b></p> <p data-bbox="342 1276 659 1308"><b>Disposition Instruction</b></p> <p data-bbox="342 1339 1479 1413">Retention Period                         <b>Destroy 25 year(s) after subject's data entered into the system</b></p> <p data-bbox="342 1444 656 1476"><b>Additional Information</b></p> <p data-bbox="342 1507 951 1539">GAO Approval                              <b>Not Required</b></p>

## 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
03/06/2020	Certify	Andrew Smith	Management and Program Analyst	USCIS - USCIS
03/09/2020	Return for Revision	Ashby Crowder	Archives Specialist	National Archives and Records Administration - ACRA
03/10/2020	Submit For Certification	Andrew Smith	Management and Program Analyst	USCIS - USCIS
03/10/2020	Certify	Andrew Smith	Management and Program Analyst	USCIS - USCIS
07/21/2020	Submit for Concurrence	Ashby Crowder	Archives Specialist	National Archives and Records Administration - ACRA
08/04/2020	Concur	Margaret Hawkins	Director of Records Management Services	National Records Management Program - ACNR Records Management Services
08/05/2020	Concur	Laurence Brewer	Chief Records Officer	National Records and Archives Administration - National Records and Archives Administration
08/05/2020	Approve	David Ferriero	Archivist of the United States	Office of the Archivist - Office of the Archivist