

Request for Records Disposition Authority

Records Schedule Number DAA-0567-2017-0003
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 Agency-wide
Schedule Subject Performance and Audit Tracking System (PATS) Records
Internal agency concurrences will be provided No

Background Information The Performance Audit Tracking System (PATS) is a SharePoint site used to track, process, and respond to ICE's audits, inspections, and reviews by the Government Accountability Office (GAO), Internal Revenue Service (IRS), and the DHS Office of Inspector General (OIG).

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Number of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items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-0567-2017-0003

Sequence Number	
1	Master File Data Disposition Authority Number: DAA-0567-2017-0003-0001

Records Schedule Items

Sequence Number	
1	<p data-bbox="373 414 600 446">Master File Data</p> <p data-bbox="373 457 1144 500">Disposition Authority Number DAA-0567-2017-0003-0001</p> <p data-bbox="373 521 1477 957">PATS provides a centralized location for audit and inspection related information and offers a single source for creating, tracking, reporting, and archiving audit- and inspection-related information. Additionally, PATS provides auditors and inspectors with the capability to initiate and follow-up on audit related requests for information, documents, etc., and gives agency representatives the ability to respond to those requests and documents. The system enables both parties to assign and track all requests and responses, and allows reporting on various aspects of the information being stored and captured within the system. PATS maintains information associated with an audit or inspection, such as, but not limited to: audit name, type, requestor, committee, subcommittee, chairs, hearing, person(s) testifying, hearing date, audit date, audit entities, project number, and final report number.</p> <p data-bbox="373 968 925 1010">Final Disposition Temporary</p> <p data-bbox="373 1021 860 1064">Item Status Active</p> <p data-bbox="373 1074 828 1117">Is this item media neutral? Yes</p> <p data-bbox="373 1127 828 1255">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="373 1266 828 1361">Do any of the records covered by this item exist as structured electronic data? Yes</p> <p data-bbox="373 1393 682 1436">Disposition Instruction</p> <p data-bbox="373 1447 1494 1606">Cutoff Instruction Cut off at end of fiscal year when all recommendations for a given audit have been resolved (after final resolution and implementation of all findings and recommendations).</p> <p data-bbox="373 1617 1291 1659">Retention Period Destroy or delete 3 years after cut off.</p> <p data-bbox="373 1691 682 1734">Additional Information</p> <p data-bbox="373 1744 958 1787">GAO Approval Not Required</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
03/23/2017	Certify	Rachel Frier	ICE Records Officer	M and A - Records Division
08/23/2017	Submit for Concurrency	Ashby Crowder	Archives Specialist	National Archives and Records Administration - ACRA
08/23/2017	Concur	Margaret Hawkins	Director of Records Management Services	National Records Management Program - ACNR Records Management Services
08/23/2017	Concur	Margaret Hawkins	Director of Records Management Services	National Records Management Program - ACNR Records Management Services
08/24/2017	Approve	David Ferriero	Archivist of the United States	Office of the Archivist - Office of the Archivist