

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Number of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items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>Participant Tracking Records</p> <p>Disposition Authority Number DAA-0567-2018-0001-0001</p> <p>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>Final Disposition Temporary</p> <p>Item Status Active</p> <p>Is this item media neutral? Yes</p> <p>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>Do any of the records covered by this item exist as structured electronic data? No</p> <p>Disposition Instruction</p> <p>Cutoff Instruction Cut off on the date in which the participant is terminated from the ATD Program</p> <p>Retention Period Destroy 7 year(s) after cutoff.</p> <p>Additional Information</p> <p>GAO Approval Not Required</p>
2	<p>Incident/Violation Reports</p> <p>Disposition Authority Number DAA-0567-2018-0001-0002</p> <p>Records documenting ATD participant incidents and violations related to program requirements. Records include, but are not limited to, reports and supporting documentation</p> <p>Final Disposition Temporary</p> <p>Item Status Active</p> <p>Is this item media neutral? Yes</p> <p>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	Sara Cheeseman	Archivist	Office of Information Governance and Privacy - Records Division
08/17/2018	Return for Revision	Ashby Crowder	Archives Specialist	National Archives and Records Administration - ACRA
11/07/2018	Submit for Concurrence	Ashby Crowder	Archives Specialist	National Archives and Records Administration - ACRA
12/17/2019	Concur	Margaret Hawkins	Director of Records Management Services	National Records Management Program - ACNR Records Management Services
12/19/2019	Concur	Laurence Brewer	Chief Records Officer	National Records and Archives Administration - National Records and Archives Administration
12/20/2019	Approve	David Ferriero	Archivist of the United States	Office of the Archivist - Office of the Archivist