

Request for Records Disposition Authority (See Instructions on reverse)		Leave Blank (NARA use only)	
To National Archives and Records Administration (NIR) 8601 Adelphi Road, College Park, Md 20740-6001		Job Number	NI-567-10-11
1 From (Agency or establishment) U S Immigration and Customs Enforcement (USICE)		Date Received	2-23-10
2 Major Subdivision Office of Chief Financial Officer	Notification to Agency In accordance with the provisions of 44 USC 3303a, the disposition request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10		
3 Minor Subdivision			
4 Name of Person with whom to confer Joseph M Gerhart	5 Telephone (include area code) (202) 732-6337	Date 30 Nov 10	Archivist of the United States
6 Agency Certification I hereby certify that I am authorized to act for this agency in the matters pertaining to the disposition of its records and that the records proposed for disposal on the attached ___3___ page(s) are not needed for the business of 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			
Signature of Agency Representative 		Title Chief, Records Management Branch	Date (mm/dd/yyyy) 02/02/2010
Item Number	8 Description of Item and Proposed disposition	9 GRS OR Superseded Job Citation	10 Action taken (NARA Use Only)
1	See attached sheet(s) for Bond Management Information System – Web (BMISWeb)		

**U.S. Department of Homeland Security
Headquarters Systems Schedules**

Immigration and Customs Enforcement (ICE)

Bond Management Information System Web Version (BMIS Web)

The Bond Management Information System/Web Version (BMIS Web) is an immigration bond management database used primarily by the Office of Financial Management (OFM) at U S Immigration and Customs Enforcement (ICE) The basic function of BMIS Web is to record and maintain, for financial management purposes, the immigration bonds that are posted for aliens involved in removal proceedings

BMIS Web tracks the life cycle of immigration bonds from the time an individual posts a bond at an ICE Detention and Removal Operations (DRO) field office until the bond is considered closed

With the deployment of BMIS Web (September 2008), ICE retired the predecessor information technology system known as The Bond Management Information System (BMIS (N1-85-98-2))

BMIS Web information is shared with the Internal Revenue Service (IRS) to report any interest paid to obligors Information about surety bonds may be shared with Department of Justice legal counsel, the U S Treasury Department, State insurance regulators, debt collection agencies, insurance investigators for surety companies or bonding agencies, and legal representatives for surety companies and bonding agencies This information is shared when ICE is pursuing further collection efforts on monies owed on a bond or if a surety bonding agent or agency is being investigated for its financial stability, licensing or business practices

BMIS Web interfaces with the ICE Federal Financial Management System (FFMS) with regard to all cash bond transactions, such as the posting of the cash bond and the disbursements paid to the individual who posted the bond, in order to record the cash received and disbursed on the general ledger of the financial records BMIS Web also interfaces with the ICE Debt Collection System (DCOS) for any surety bonds on which amounts are owed to ICE and an invoice must be sent to the surety company or bonding agency DCOS tracks the invoice from the time it is created to the time it is paid ICE plans to retire DCOS in the near future, at which point this function will be performed by FFMS

1. Bond Management Information System Web Version (BMIS Web)

A. Master File/Data

(1) Bond and Affiliated Parties Data

BMIS Web maintains the following information related to a bond, the obligor and the individual for whom the bond is being issued

OBLIGOR INFORMATION

Name
Address

Disposition:

Supersedes N1-85-98-2, Item 1

TEMPORARY Cutoff when bond is closed, cancelled, or breached and collateral returned to obligor (where applicable)
Destroy/delete six (6) years and three (3) months after cutoff

**U.S. Department of Homeland Security
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Immigration and Customs Enforcement (ICE)

Phone Number
Social Security Number (SSN)

ALIEN INFORMATION
Alien Number (A-Number)
Name
Current Location
Date of Birth

SURETY COMPANY AND/OR BONDING AGENCY
For surety bonds, the obligor is a surety company and not an individual. The same alien and obligor information listed above will be collected, except ICE will collect a Taxpayer Identification Number (TIN) instead of an SSN. ICE will also collect the bonding agency and agent's name and contact information.

OTHER GENERAL INFORMATION ABOUT THE BOND
Amount
Number
Date, etc
Status (Approved, Cancelled, Breached)

C. Output

(1) Collection Documents for Breached Surety Bonds

If the surety bond is breached then the information about the surety company, agent and bonding agency is needed to allow ICE to issue an invoice of the amount owed on the bond and to issue further collection documents to the appropriate responsible parties.

Disposition (Media Neutral):

TEMPORAY Cutoff at end of calendar year when bond is breached. Destroy/delete six (6) years and three (3) months after cutoff.