

**Request for Records Disposition Authority**  
(See Instructions on reverse)

**Leave Blank (NARA use only)**

Job Number NI-567-11-2

To National Archives and Records Administration (NIR)  
8601 Adelphi Road, College Park, MD 20740-6001

Date Received 10/29/10

1 From (Agency or establishment)  
U S Immigration and Customs Enforcement (ICE)

**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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10

2 Major Subdivision  
Enforcement and Removal Operations (ERO)

3 Minor Subdivision  
Bond Management Unit (BMU)

4 Name of Person with whom to confer  
Joseph M Gerhart

5 Telephone (include area code)  
(202) 732-6337

Date Sept 11 Archivist of the United States  
[Signature]

**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 \_\_\_\_\_ 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,

is not required,  is attached, or  has been requested

Signature of Agency Representative

Title

Date (mm/dd/yyyy)

Joseph M Gerhart

Chief, Records Management Branch

10/5/2010

7 Item Number	8 Description of Item and Proposed disposition	9 GRS OR Superseded Job Citation	10 Action taken (NARA Use Only)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 <b>Bonds Online (eBonds)</b>		

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

**U.S. Immigration and Customs Enforcement (ICE)**

**N1-567-11-02**

**Bonds Online (eBonds)**

The Bonds Online System (eBONDS) is a U S Immigration and Customs Enforcement (ICE) web-based application used primarily by surety agents and ICE Enforcement and Removal Operations (ERO) to facilitate the ICE immigration bond management process. The basic function of eBONDS is to allow surety companies to post immigration bonds online for aliens that ERO has determined are eligible for release on bond.

eBONDS is owned by ICE ERO and will be deployed in two phases. eBONDS Phase One enables surety agents to make online requests to verify that a particular alien in ICE custody is eligible for release pursuant to the posting of an immigration bond, and to initiate, complete, and submit to ERO a bond documentation package containing the ICE Immigration Bond Form (Form I-352, OMB Control No. 1653-0022), any orders (documents that amend the bond, such as updating personal information) to the bond, Power of Attorney forms, and digital signatures of the surety agent. eBONDS also tracks the status of all requests for verification of bond eligibility, the completion of the I-352, and the approval of bond documentation packages. eBONDS Phase Two will seek to further automate and facilitate the life cycle of the surety bond processing, and to automate the processing of cash bonds.

eBonds is linked to the Bond Management Information System - Web (BMIS Web) and the ENFORCE Alien Removal Module (EARM) to complete the bond application process.

**1. Bonds Online (eBonds)**

**A. Master File/Data**

**(1) Surety Company and Surety Agent Information**

System retains surety company user (agent) and company information as well as system activity history to include:

- Name of surety company
- Agent's name
- Address
- E-mail
- Phone number
- Digital signature
- Username and password
- Name of the surety administrator
- Surety company administrator username and password

**Disposition:**

TEMPORARY Destroy/delete once surety company is no longer U S Department of Treasury certified and all associated bonds have been deleted from the database.

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

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**U.S. Immigration and Customs Enforcement (ICE)**

**N1-567-11-02**

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**( 2 ) I-352 Bond Documentation Package - APPROVED BONDS**

I-352 bond documentation related to bond requests that are approved by an ERO officer. The bond documentation includes alien information submitted in order to determine eligibility for a bond and information about the bond itself. This information includes

- Alien name
- Alien Registration Number (A-Number)
- Alien's bondable status
- Detention location
- Date and country of birth
- Nationality
- Gender
- Date, port and means of entry
- Name and address of the bond requestor (e.g., family member that requested the surety bond)
- Power of Attorney
- Bond Date
- Bond Amount
- Alien residence address after release

**Disposition:**

**TEMPORARY** Upon approval of the bond by ERO BMU, bond package is migrated to Bond Management Information System - Web (BMIS-Web), destroy/delete no earlier than forty-eight (48) hours and no later than two (2) weeks after migration

Note eBonds automatically deletes the approved bond package forty-eight (48) hours after acknowledgement of receipt by surety agent, or (2) weeks after approval if the surety agent does not acknowledge receipt

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

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**U.S. Immigration and Customs Enforcement (ICE)**

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**N1-567-11-02**

**( 3 ) I-352 Bond Documentation Package - BONDS NOT APPROVED**

I-352 bond documentation related to bond requests that are not approved by an ERO officer, including bond requests that are rejected, withdrawn or not formally submitted for approval. This documentation can include some or all of the following

- Alien name
- Alien Registration Number (A-Number)
- Alien's bondable status
- Detention location
- Date and country of birth
- Nationality
- Gender
- Date, port and means of entry
- Name and address of the bond requestor (e.g., family member that requested the surety bond)
- Power of Attorney

**Disposition:**

**TEMPORARY** System automatically deletes two (2) weeks from the date when record is initially created