

REQUEST FOR RECORDS DISPOSITION AUTHORITY		LEAVE BLANK (NARA use only)	
		JOB NUMBER <i>11-129-10-4</i>	
To: NATIONAL ARCHIVES & RECORDS ADMINISTRATION 8601 ADELPHI ROAD, COLLEGE PARK, MD 20740-6001		Date Received <i>8/16/10</i>	
1 FROM (Agency or establishment) FEDERAL BUREAU OF PRISONS		NOTIFICATION TO AGENCY	
2 MAJOR SUB DIVISION CENTRAL OFFICE		In accordance with the provisions of 44 U.S.C. 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request, including amendments is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10	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 CORRECTIONAL PROGRAMS DIV CTU UNIT			
4 NAME OF PERSON WITH WHOM TO CONFER OMAR HERRAN	5 TELEPHONE 202-514-4563	DATE <i>17 Jan 12</i>	ARCHIVIST OF THE UNITED STATES <i>[Signature]</i>
6 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 on the attached <u>3</u> page(s) are not needed now 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.			
DATE 06/01/2010	SIGNATURE OF AGENCY REPRESENTATIVE <i>[Signature]</i>		TITLE INFORMATION MANAGEMENT OFFICER
7 ITEM NO	8 DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9 GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
	SEE ATTACHED (TRU-INTEL) As with NARA business process and general policy, all new SF-115 are assumed Media Neutral unless otherwise specified. Hence, this Authority applies and covers Media Neutral record holdings.		

eRecords - TRU-INTEL

Authority N1-129-10-xx	Existing Authority(ies)	Approved
Major Sub BOP-ALL	Physical Medium Media Neutral	
Minor Sub SIS	Location BOP-ALL	
Item Name TRU-INTEL		

Federal Bureau of Prisons: Record Group 129

Background

Within the Correctional Programs Division(CPD), the **Intelligence and Counter Terrorism (ICT) Branch** is responsible for the enhancement of the Bureau's intelligence systems to effectively meet the challenges of monitoring and analyzing an increasing amount of intelligence data related to Security Threat Groups (STG), Disruptive Groups (DG), and inmates linked to terrorism. ICT develops and distributes intelligence products to institution staff and the intelligence community. The Branch is also responsible for managing intelligence-based inmate foreign language translation services.

TRU-INTEL Architecture. ICT has enlisted the use and support of outside Information Technology contractors for the implementation of its eRecords applications. The Tru-Intel Architecture is based on contracted information resources operating mainframe-type computers running DB2 relational database management system. These contract resources and associated hardware infrastructures are located in Des Moines, Iowa. All TRU-INTEL-related system applications (STG, ICMS, 583, INTEL) described in this submission operate using this common system architecture.

1. **TRU-INTEL's Security Threat Group (STG) Validation System - DATA-**

The TRU-INTEL-STG system is used to collect information to determine an inmate's membership in a Security Threat Group (STG) or Disruptive Groups (DG). Basic inmate information includes the inmate's register number, height, weight, sex, race, ethnicity, and current housing unit assignment among other basic metadata. The system also contains a numerical value assignment correlated to the inmate's ongoing participation or involvement in STG or DA activities. This value is used to establish an STG assignment and to continue to assess this assignment over time. The system also stores digital content such as documents, inmate pictures, video/audio materials used to validate an inmate's STG assignment.

Disposition Temporary Destroy 30 years after expiration of sentence

2. TRU-INTEL's 583 Incident Reports - DATA -

The TRU-INTEL 583 Incident Reports system contains and serves as the eRecords depository for initial incident report documentation previously collected by the BP-583 form instrument. These reports are classified by levels of seriousness, like the "100 Category" which relates to the most serious crimes that can occur at a Bureau of Prisons facility, such as murder, rioting, escapes, and hostage taking. Other categories like 200, 300, and 400 describe reports of incidents of progressively less severity of impact. Aside from the basic inmate information (register number, height, weight, sex, race, ethnicity, and current housing unit, etc.), this system contains other digital information including medical reports, photographs, videotapes, and official narratives among other related evidence and reports. Note the Bureau of Prisons will bring any historically significant case files to NARA's attention for appraisal on a case-by-case basis.

A. Investigated 583 Incident Reports

Disposition Temporary Transfer record to the TRU-Intel's Investigative Case Management System (ICMS) after completion of the report *Filing instruction*

B. Non-Investigated 583 Incident Reports

Disposition Temporary Destroy 30 years after date of issuance

3. TRU-INTEL's Investigative Case Management System (ICMS) Files - DATA -

Consist of fielded database information and documentary content pertaining to 583 Incident Reports (basic inmate information such as register number, height, weight, sex, race, ethnicity, and current housing unit, etc.) which require the creation of an ICMS file. Aside from the information obtained from the 583 Reports, the ICMS files included additional electronic documentation not available at the time of the 583 Report. These include incident evidence materials (photos, videos, audio, scanned documents), subpoenas, memos, and other information pertaining to the case. Note the Bureau of Prisons will bring any historically significant case files to NARA's attention for appraisal on a case-by-case basis. Note the Bureau of Prisons will bring any historically significant case files to NARA's attention for appraisal on a case-by-case basis.

Disposition Temporary Destroy 30 years after creation

4. TRU-INTEL's Intelligence System - DATA-

Consist of fielded information collected by staff regarding observations of events, knowledge, or raw data gathered from inmate behavior and/or communications, that require further review and/or monitoring. These include but are not limited to phone communications, mail communications, internal illicit activities, external illicit activities, group photos, and staff declaration among other materials.

Disposition Temporary Destroy 30 years after creation

OPERATIONAL UPDATE NOTE

[2010-06-01 Operational Update Note Items #2 and #3 in this submission (583 Reports and ICMS), are presently covered under authority N1-129-05-02 (a.k.a. 2005-02). Paper records not electronically converted and stored in Items #2 and #3 of this submission must continue to follow existing guidance in 2005-02. However, records converted to digital format, loaded, and stored in Items #2 and #3 of this submission, are covered under the media neutral standing of 2005-02 and can be disposed as input to the record keeping system in accordance with GRS-20 instructions.]

[2010-06-01 Operational Update Note Input/Output can be deleted when successfully entered / when no longer needed for reference purposes (Input-GRS 20)]