

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 <b>11-567-11-8</b>	
1 From (Agency or establishment) U S Immigration and Customs Enforcement (ICE)		Date Received <b>10/29/10</b>	
2 Major Subdivision Homeland Security Investigations (HSI)		<b>Notification to Agency</b> 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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10	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 Law Enforcement Support Center			
4 Name of Person with whom to confer Joseph M Gerhart	5 Telephone (include area code) (202) 732-6337	Date	Archivist of the United States <b>WITHDRAWN</b>
<b>6 Agency Certification</b>  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, <input type="checkbox"/> is not required, <input type="checkbox"/> is attached, or <input type="checkbox"/> has been requested			
Signature of Agency Representative <i>Joseph M Gerhart</i>		Title Chief, Records Management Branch	Date (mm/dd/yyyy) <b>10/5/2010</b>
Item Number	8 Description of Item and Proposed disposition	9 GRS OR Superseded Job Citation	10 Action taken (NARA Use Only)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>Alien Criminal Response Information Management System (ACRIME)</b>		<b>WITHDRAWN</b>

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

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**Alien Criminal Response Information Management System (ACRIME)**

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The Alien Criminal Response Information Management System (ACRIME), which is owned by U S Immigration and Customs Enforcement (ICE), provides real-time immigration status determinations to Federal, state, local, tribal and international criminal justice agencies. ACRIME also supports the ICE Secure Communities Program, which provides a biometric-based means to identify criminal aliens for possible removal from the United States. Criminal justice agencies submit four types of Immigration Alien Queries (IAQs) to ICE for processing via ACRIME:

- (1) Traditional Law Enforcement Checks – ICE receives IAQ's from Federal, state, local, tribal, and international criminal justice agencies seeking the immigration status of persons encountered, arrested, in custody, or under investigation by those agencies,
- (2) Brady Act Checks – ICE receives IAQ's from the FBI (some of these originate from state law enforcement) seeking the immigration status of foreign born firearm applicants subject to a Brady Act background check to confirm they are legally in the United States before they will be authorized to purchase or possess a firearm,
- (3) Special Security Event Checks – ICE receives IAQ's from other agencies seeking the immigration status of individuals in support of special security events, and
- (4) OPM Checks – ICE receives IAQ's from the U S Office of Personnel Management (OPM) seeking the immigration status of Federal and contract applicants and employees undergoing a background investigation

ICE uses ACRIME to prepare a response to the IAQ's which communicates the subjects' last known immigration or citizenship status. This response is forwarded to the requesting criminal justice agency as an Immigration Alien Response (IAR). ICE also uses ACRIME to generate standard and ad hoc statistical and performance-based reports to help manage workloads and comply with various reporting requirements (e.g. Congressional and senior management).

**1. Alien Criminal Response Information Management System (ACRIME)**

**A. Master File/Data**

**(1) Operations Module Data**

The ACRIME Operations Module supports various discrete criminal justice activities in which ICE receives and responds to another agency's request for an immigration status check on an individual related to a law enforcement encounter, investigation,

**Disposition:**

a. Records pertaining to Traditional Law Enforcement Checks  
TEMPORARY Destroy/delete seventy-five (75) years after the Immigration Alien Response is returned to the requestor

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Headquarters Systems Schedules**

WITHDRAWN

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

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or a background check called an "Immigration Alien Query" (IAQ). Agencies submitting IAQ's are seeking the individual's citizenship and/or immigration status. IAQ's contain personally identifiable information (PII) about the individual collected by the requesting agency. The Operations Module facilitates the receipt of electronic IAQ's from these agencies. The ACRIME Operations Module automatically searches various criminal, customs, and immigration databases to gather information about the subject of the request. The search results are presented to the ACRIME user (ICE personnel) who reviews the results and selects the most accurate and complete information to determine the individual's immigration status. Based on the search results, the ACRIME user (ICE personnel) prepares an Immigration Alien Response (IAR) by selecting the appropriate response that communicates the individual's last known immigration or citizenship status then electronically returns the IAR to the requesting agency.

b Records pertaining to Brady Act Checks  
TEMPORARY Destroy/delete five (5) years after the Immigration Alien Response is returned to the requestor

c Records pertaining to Special Security Event Checks  
TEMPORARY Destroy/delete five (5) years after the Immigration Alien Response is returned to the requestor

d Records pertaining to OPM Checks  
TEMPORARY Destroy/delete five (5) years after the Immigration Alien Response is returned to the requestor

U.S. Department of Homeland Security  
Headquarters Systems Schedules

WITHDRAWN

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U.S. Immigration and Customs Enforcement (ICE)

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( 2 ) **Communications Module Data**

The ACRIME Communications Center Module maintains a written record that documents calls ICE receives at the LESC (or at other ICE locations as the LESC operations are supported elsewhere) pertaining to the IAQ's/IAR's and other law enforcement activities. Specifically, the Communications Center Module will document calls from IAQ submitters who have further questions regarding the response (IAR) they received from ICE, from law enforcement agencies who are contacting ICE to report a suspected customs or immigration violation, and from law enforcement agencies seeking to confirm matches against ICE-generated NCIC records (known as "NCIC Hit Confirmation" calls). The ACRIME Communications Center Module records may contain PII about the individuals that are the subject of the call, including persons who were the subject of an IAQ/IAR, persons who are suspected of violating customs or immigration laws, and persons who are the subjects of NCIC records originated by ICE. The ACRIME Communications Center Module also retains information about the person that called ICE (typically a law enforcement officer or another government employee who is conducting or supporting a background check), any information provided by that person, what the inquiry was about, and the response provided by ICE. After receiving a call, ACRIME users may search ACRIME for existing records pertaining to the subject of the inquiry, manually conduct research in various databases as necessary, and provide the results telephonically to the caller.

**Disposition**

a Records pertaining to NCIC Hit Confirmation calls  
TEMPORARY Destroy/delete seventy-five (75) years after the date of the call

b Records pertaining to Immigration Alien Response follow-up calls  
TEMPORARY Destroy/delete in accordance with the corresponding IAQ type

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Headquarters Systems Schedules**

WITHDRAWN

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

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**( 3 ) NCIC Section Module Data**

The ACRIME National Crime Information Center (NCIC) Section Module is used to create, update and clear records in the FBI's NCIC system about persons for whom ICE has an outstanding criminal warrant or immigration lookout. The ACRIME NCIC Section Module maintains separate files for each NCIC record created by ICE. These files, called "hit confirmation files," provide additional information about the subject of the NCIC record and allow easy access to this information so that ICE can quickly confirm whether a person run through NCIC is in fact the person who is the subject of the active warrant or lookout. The NCIC Module also maintains "article" lookout records on missing, lost, or stolen firearms. Article records also include, but are not limited to, stolen badges, and radios belonging to ICE. Article records also support ICE investigations relating to stolen artwork or antiquities.

**Disposition:**

TEMPORARY Destroy/delete seventy-five (75) years from the date the corresponding record is entered into the National Crime Information Center system

**( 4 ) Tip-Line Module Data**

General public calls to the DHS/ICE Tip-line are routed to an ACRIME user who creates a written record in the ACRIME Tip-line Module, including who placed the call (callers may remain anonymous if they wish), what the call pertains to, the information provided by the caller, when the call was received, and to which ICE office the tip was referred for action or investigation. The Tip-line Module records may contain personal information about the individuals who provided the tip, as well as the individuals about whom the tip was made.

**Disposition:**

TEMPORARY Destroy/delete ten (10) years after tip is received

**B. Input**

**( 1 ) Enforcement Alien Removal Module (EARM), ENFORCE and SEVIS Data**

ACRIME obtains relevant data from the Enforcement Alien Removal Module (EARM), ENFORCE, and the Student and

**Disposition (Media Neutral):** GRS 20, Item 05

TEMPORARY Destroy/delete when the agency determines

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Headquarters Systems Schedules

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U.S. Immigration and Customs Enforcement (ICE)

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Exchange Visitor Information System (SEVIS), which are ICE-owned systems, to compose the appropriate response to an Immigration Alien Query that is received from an outside law enforcement agency

that they are no longer needed for administrative, legal, audit, or other operational purposes

**( 2 ) External Agency Systems Data**

ACRIME gathers additional data from systems that are not owned by ICE in order to make an accurate immigration status determination and return the appropriate response to the requesting criminal justice agency

**Disposition (Media Neutral):** GRS 20, Item 02c

TEMPORARY Destroy/delete when data have been entered into the master file or database and verified, or when no longer needed to support reconstruction of, or serve as backup to, the master file or database, whichever is later

**C. Output**

**( 1 ) Management Reports**

ACRIME generates management reports to support statistical requests from ICE Headquarters, and to improve organizational effectiveness. Such reports include fiscal year activity and daily IAQ processing reports as well as reports reflecting the number of IAQs processed as part of the Secure Communities Program

**Disposition (Media Neutral):**

TEMPORARY Cutoff at end of fiscal year report is generated Destroy/delete seventy-five (75) years after cutoff