

National Archives and Records Administration
REQUEST FOR DISPOSITION AUTHORITY

Records Schedule Number: DAA-0562-2025-0002

Status: APPROVED
Date Approved: 07/15/2026

General Information

Agency or Establishment	Pretrial Services Agency for the District of Columbia
Record/Scheduling Group	0562 - Records of the Court Services and Offender Supervision Agency for the District of Columbia
Records Schedule Applies To	Agency Subdivision
Major Subdivision	Defendant Engagement and Systems Support
Schedule Subject	Pretrial Services Agency's (PSA) Global Positioning Monitoring database
Additional Schedule Information	PSA is responsible for supervising and monitoring defendants on pretrial release in the District of Columbia or elsewhere pursuant to D.C. Code Title 23, Chapter 13, 84 Stat 639, Pub. Law 91-358, title II Section 210(a). PSA's GPS system of records documents global positioning monitoring tracks for individuals arrested for and charged with federal and local misdemeanor and felony offenses, municipal violations, and traffic offenses in the District of Columbia and defendants arrested for and charged with criminal offenses in other jurisdictions for which the Agency provides courtesy supervision. To carry out this mandate, PSA contracts with a third-party contractor to provide global positioning monitoring services (GPS) for individuals released pretrial and ordered to wear a GPS device. During the life of the contract, all data is maintained by and obtained from the contractor's client management system (CMS). The defendant tracking information and device location feeds directly into PSA's CMS for real time monitoring. Records are maintained by the contractor during the contract life. At the end of the contract period, the contractor transfers all archived monitoring data to PSA's Office of Information Technology. PSA's OIT then maintains the transferred data and will dispose of the records in accordance with the proposed disposition schedule in which we are seeking approval.
Is There a Classified Version of This Schedule?	No
Is consultation and coordination with Tribal Governments required?	No - the records covered by this schedule do not implicate Tribal interests

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Item Count

Total number of disposition items: 1

Number of Temporary disposition items: 1

Number of Permanent disposition items: 0

Number of Items with Disposition Not Approved: 0

Number of Inactive disposition items: 0

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Outline of Records Schedule Items for DAA-0562-2025-0002

Item #	Title	Disposition
0001	Master File	Temporary

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Records Schedule Items

DAA-0562-2025-0002-0001		STATUS: Active
ITEM GENERAL INFORMATION		
Item Title	Master File	
Item Description	PSA's Global Positioning Monitoring database contains data from pre-trial supervision defendants which includes: a defendant's first and last name, system generated client ID, home address, home telephone number, Metropolitan Police Department Identification (PDID) numbers, assigned GPS device model and serial number, GPS device status, recent alarm activity, GPS monitoring tracks and associated images, addresses from which individuals must stay away (geozone locations), defendant tracking information and location, device events and alerts, device battery life, defendant schedules, enrollment, data analytics, and reports.	
Is this item media neutral?	Yes	
Is this item a Big Bucket?	No	
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS		
Does this item supersede existing disposition authorities?	No	
Is this item a deviation from the GRS?	No	
DISPOSITION INSTRUCTION		
Final Disposition	Temporary	
Cutoff Instructions	Cut off when contract ends	
Retention Period	Destroy 6 year(s) after cutoff	
ADDITIONAL INFORMATION		
Are any of the records covered by this item national security classified?	No	
GAO Approval Required	No	

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Signatory Information

Action	User	Date
Approve	Edward Forst (Acting Archivist)	07/15/2026



Office of the Chief
Records Officer for the
U.S. Government

This schedule was signed outside of the ERA system using Standard Form 115.

NARA staff updated ERA to reflect this approval, moving the record schedule into an approved status. The approved status allows for generation of a PDF indicating that the schedule has been approved, and allows an agency to use the schedule in ERA to create transfer requests. The approved date in the system and on the PDF version of the records schedule reflects the system actions.