

Request for Records Disposition Authority

Records Schedule Number DAA-0567-2017-0002
Schedule Status Approved

Agency or Establishment Immigration and Customs Enforcement
Record Group / Scheduling Group Records of the Bureau of Immigration and Customs Enforcement
Records Schedule applies to Agency-wide
Schedule Subject Alien Criminal Response Information Management System (ACRIME)
Internal agency concurrences will be provided No

Background Information

The Alien Criminal Response Management Information System (ACRIME) is an information system used by U.S. Immigration and Customs Enforcement (ICE) to support various law enforcement activities at the ICE Law Enforcement Support Center (LESC) and other ICE locations. ACRIME supports ICE's handling of a response to immigration status inquiries made by other agencies regarding individuals arrested, subject to background checks, or otherwise encountered by those agencies.

The system provides real-time immigration status determinations to federal, state, local, tribal, and international criminal justice agencies who submit Immigration Alien Queries (IAQ) to ICE. After receiving an IAQ, ICE uses ACRIME to research the subject of the IAQ, determine the immigration status of the subject, and generate an Immigration Alien Response (IAR) which is ultimately forwarded to the requesting criminal justice agency. ACRIME provides updates to lookout files for aliens ICE has an interest in, using the Federal Bureau of Investigation (FBI) Criminal Justice Information Services (CJIS), which provides a range of state of the art tools and services to law enforcement, national security and intelligence community partners, and the general public. ACRIME also queries The National Crime Information Center (NCIC) for information on specific aliens. The NCIC is an electronic database of documented criminal justice information available to all law enforcement agencies. It is used to help apprehend fugitives, locate missing persons recover stolen property and identify terrorists.

Item Count

Number of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items
-----------------------------------	---------------------------------------	---------------------------------------	---------------------------------------

6	0	6	0
---	---	---	---

GAO Approval

Outline of Records Schedule Items for DAA-0567-2017-0002

Sequence Number	
1	Master File Data: Immigration Alien Queries (IAQ) / Immigration Alien Responses (IAR) - Traditional Law Enforcement Check Disposition Authority Number: DAA-0567-2017-0002-0001
2	Master File Data: Immigration Alien Queries (IAQ) / Immigration Alien Responses (IAR) - Brady Act Check Disposition Authority Number: DAA-0567-2017-0002-0002
3	Master File Data: Immigration Alien Queries (IAQ) / Immigration Alien Responses (IAR) - Special Security Event Check Disposition Authority Number: DAA-0567-2017-0002-0003
4	Master File Data: Immigration Alien Queries (IAQ) / Immigration Alien Responses (IAR) - Office of Personnel Management (OPM) Check Disposition Authority Number: DAA-0567-2017-0002-0004
5	Master File Data: Immigration Alien Queries (IAQ) / Immigration Alien Responses (IAR) - Non-Criminal Disposition Authority Number: DAA-0567-2017-0002-0005
6	Master File Data: ICE-Generated National Crime Information Center (NCIC) Records Disposition Authority Number: DAA-0567-2017-0002-0006

Records Schedule Items

Sequence Number	
1	<p>Master File Data: Immigration Alien Queries (IAQ) / Immigration Alien Responses (IAR) - Traditional Law Enforcement Check</p> <p>Disposition Authority Number DAA-0567-2017-0002-0001</p> <p>Immigration Alien Queries (IAQ) and Immigration Alien Responses (IAR) pertaining to the immigration status of persons encountered, arrested, in custody, or under investigation by federal, state, local, tribal, and international criminal justice agencies.</p> <p>Final Disposition Temporary</p> <p>Item Status Active</p> <p>Is this item media neutral? Yes</p> <p>Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing? Yes</p> <p>Do any of the records covered by this item exist as structured electronic data? Yes</p> <p>Disposition Instruction</p> <p>Retention Period Destroy 75 years after Immigration Alien Response (IAR) is returned to the requestor.</p> <p>Additional Information</p> <p>GAO Approval Not Required</p>
2	<p>Master File Data: Immigration Alien Queries (IAQ) / Immigration Alien Responses (IAR) - Brady Act Check</p> <p>Disposition Authority Number DAA-0567-2017-0002-0002</p> <p>Immigration Alien Queries (IAQ) and Immigration Alien Responses (IAR) pertaining to 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.</p> <p>Final Disposition Temporary</p> <p>Item Status Active</p> <p>Is this item media neutral? Yes</p> <p>Do any of the records covered by this item currently exist in</p>

3	electronic format(s) other than e-mail and word processing?	
	Disposition Instruction	
	Retention Period	Destroy 5 years after the Immigration Alien Response (IAR) is returned to the requestor.
	Additional Information	
	GAO Approval	Not Required
	Master File Data: Immigration Alien Queries (IAQ) / Immigration Alien Responses (IAR) - Special Security Event Check	
	Disposition Authority Number	DAA-0567-2017-0002-0003
	Immigration Alien Queries (IAQs) and Immigration Alien Responses (IARs) pertaining to the immigration status of individuals in support of special security events.	
	Final Disposition	Temporary
	Item Status	Active
Is this item media neutral?	Yes	
Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing?	No	
4	Disposition Instruction	
	Retention Period	Destroy 5 years after the Immigration Alien Response (IAR) is returned to the requestor.
	Additional Information	
	GAO Approval	Not Required
	Master File Data: Immigration Alien Queries (IAQ) / Immigration Alien Responses (IAR) - Office of Personnel Management (OPM) Check	
	Disposition Authority Number	DAA-0567-2017-0002-0004
	Immigration Alien Queries (IAQs) from the U.S. Office of Personnel Management (OPM) and Immigration Alien Responses (IARs) documenting to the immigration status of federal and contract applicants and employees undergoing a background investigation.	
	Final Disposition	Temporary
	Item Status	Active
	Is this item media neutral?	Yes

5	Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing?	Yes
	Do any of the records covered by this item exist as structured electronic data?	Yes
	Disposition Instruction	
	Retention Period	Destroy 5 years after the Immigration Alien Response (IAR) is returned to the requestor.
	Additional Information	
	GAO Approval	Not Required
	Master File Data: Immigration Alien Queries (IAQ) / Immigration Alien Responses (IAR) - Non-Criminal	
	Disposition Authority Number	DAA-0567-2017-0002-0005
	Immigration Alien Queries (IAQs) and Immigration Alien Responses (IARs) pertaining to non-criminal biographical and biometric investigations.	
	Final Disposition	Temporary
Item Status	Active	
Is this item media neutral?	Yes	
Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing?	No	
6	Disposition Instruction	
	Retention Period	Destroy 75 years after the Immigration Alien Response (IAR) is returned to the requestor.
	Additional Information	
	GAO Approval	Not Required
	Master File Data: ICE-Generated National Crime Information Center (NCIC) Records	
	Disposition Authority Number	DAA-0567-2017-0002-0006
	ICE information used to update FBI Criminal Justice Information Services (CJIS) National Crime Information Center (NCIC) wants and warrants. Information may include scanned images of fingerprints and photographs, subject biographical information, information pertaining to arrest warrants, missing, lost, or stolen	

firearms, artwork, and antiques being investigated by ICE, and firearms, badges, and radios stolen from ICE.

Final Disposition Temporary

Item Status Active

Is this item media neutral? Yes

Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing? Yes

Do any of the records covered by this item exist as structured electronic data? Yes

Disposition Instruction

Cutoff Instruction Cut off when warrant is removed/closed.

Retention Period Destroy 75 years from the date the corresponding record is removed from the National Crime Information Center system.

Additional Information

GAO Approval Not Required

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 in this schedule are not now needed for the business of the agency or will not be needed after the retention periods specified.

Signatory Information

Date	Action	By	Title	Organization
11/16/2016	Certify	Dawn Boswell	Records Officer	OAS - Privacy and Records
12/14/2016	Return for Revision	Ashby Crowder	Archives Specialist	National Archives and Records Administration - ACRA
07/25/2017	Submit For Certification	Vanessa Ortiz	Records Management Specialist	Department of Homeland Security - Immigration and Customs Enforcement
07/25/2017	Certify	Vanessa Ortiz	Records Management Specialist	Department of Homeland Security - Immigration and Customs Enforcement
10/26/2017	Submit for Concurrence	Ashby Crowder	Archives Specialist	National Archives and Records Administration - ACRA
10/27/2017	Concur	Margaret Hawkins	Director of Records Management Services	National Records Management Program - ACNR Records Management Services
10/27/2017	Concur	Margaret Hawkins	Director of Records Management Services	National Records Management Program - ACNR Records Management Services
10/30/2017	Approve	David Ferrero	Archivist of the United States	Office of the Archivist - Office of the Archivist