

This document was requested and posted by AltGov2

www.altgov2.org/records-destruction-requests



NATIONAL ARCHIVES *and*
RECORDS ADMINISTRATION
8601 ADELPHI ROAD
COLLEGE PARK, MD 20740-6001
www.archives.gov

Date: September 27, 2016
Appraiser: Rania Mahmoud, ACRA
Agency: United States Immigration and Customs Enforcement
Subject: DAA-0567-2015-0008

MIT
10/4/16

INTRODUCTION

Schedule Overview

Protective Equipment Records

Overall Recommendation

I recommend approval of the attached schedule.

APPRAISAL

This schedule covers Immigration and Customs Enforcement (ICE) protective equipment records. The agency indicated that most of the equipment-related records are created and maintained in the Office of Firearms and Tactical Programs (OFTP), but not all of these records are exclusive to OFTP and may originate in other offices across the agency, including field sites and ICE headquarters. OFTP provides ICE personnel access to protective equipment, such as body armor and firearms, as well as guidance and training. Other office functions include tactical and safety guidance, armory services, and accountability. The OFTP office is under the Office of Management and Administration.

Item 0001: Use of Force Incident Case Files

Proposed Disposition: Temporary

Appropriateness of Proposed Disposition: Appropriate

Appraisal Justification:

- * Does not document significant actions of Federal officials. Records consist of routine reporting of incidents involving ICE officers used for personnel and administrative documentation at the operational level, rather than higher-level policy or planning; their value is in their contemporary business use.
- * Captured elsewhere in permanent records, Annual and Other Reports to Congress (DAA-0563-2013-0005). If these files provide significant impact on processes or policy it will be captured in top-level DHS reports that cover substantive issues of component agencies.

Adequacy of Proposed Retention Period: Adequate from the standpoint of legal rights and accountability. The agency requests a long retention period to protect agents' legal rights for the duration of their careers.

Media Neutrality: Approved

Item 0002: Medical Exceptions and Waivers

Item 0003: Extension of Instructor Certification Records

Item 0005: Lost or Stolen Firearms and Body Armor Records

Item 0006: Personally Owned Weapons (POW) Records

Item 0007: Body Armor Requests

Proposed Disposition: Temporary

Appropriateness of Proposed Disposition: Appropriate

Appraisal Justification:

* Does not document significant actions of Federal officials. Consists of records pertaining to the operational functions of this office that have contemporary business use only.

Adequacy of Proposed Retention Period: Adequate from the standpoint of legal rights and accountability.

Media Neutrality: Approved

Item 0004: Special Response Team Incident Case Files

Item 0008: Annual Incident Reports

Proposed Disposition: Temporary

Appropriateness of Proposed Disposition: Appropriate

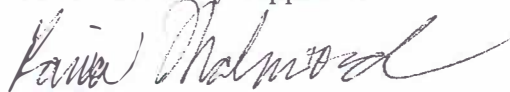
Appraisal Justification:

* Does not document significant actions of Federal officials. Records consist of routine tactical and logistical reporting used for operational planning, rather than higher-level policy or strategic planning; their value is in their contemporary business use.

* Captured elsewhere in permanent records, Annual or Other Reports to Congress (DAA-0563-2013-0005). If these files or reports provide significant impact on processes or policy it will be captured in top-level DHS reports that cover substantive issues of component agencies.

Adequacy of Proposed Retention Period: Adequate from the standpoint of legal rights and accountability.

Media Neutrality: Approved



RANIA MAHMOUD

Records Analyst