

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 NI-567-10-9	Date Received 2-23-10
1 From (Agency or establishment) Immigration and Customs Enforcement (ICE)	Notification to Agency 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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10		
2 Major Subdivision Office of Investigations	3 Minor Subdivision Technical Operations Unit/Electronic Surveillance Section	4 Name of Person with whom to confer	5 Telephone (include area code)
6 Agency Certification		Date 12-9-2010	Archivist of the United States WITHDRAWN
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 <u>1</u> 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 checked="" type="checkbox"/> is not required, <input type="checkbox"/> is attached, or <input type="checkbox"/> has been requested			
Signature of Agency Representative <i>Joseph M. Herbert</i>		Title Chief, Records Management Branch	Date (mm/dd/yyyy) 12/30/2009
Item Number	8 Description of Item and Proposed disposition	9 GRS OR Superseded Job Citation	10 Action taken (NARA Use Only)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 Electronic Surveillance Operation and Tracking System (ESOTS) Note: *Some System Inputs to be covered by GRS 20 *System Outputs to be covered by GRS 20		

**U.S. Department of Homeland Security
Headquarters Systems Schedules**

Immigration and Customs Enforcement (ICE)

Electronic Surveillance Operation Tracking System (ESOTS)

Maintains inventory of sensitive electronic surveillance equipment throughout the Office of Investigations. This system is able to track equipment usage and movement of this equipment as it moves frequently between offices and operations.

1. Electronic Surveillance Operation Tracking System (ESOTS)

A. Master File/Data

(1) Equipment Data

Equipment make, model, and serial number, purchase order and initial cost as well as agent/office to which currently assigned

Disposition:

TEMPORARY Delete once the equipment has been decommissioned and is no longer owned by the agency

(2) Agent Information

Each office head appoints a Designated Technical Agent (DTA) who is responsible for issuing equipment through the ESOTS system. Upon the agent's appointment, TechOps headquarters enters DTA information and gives the agent access to the system.

Disposition:

TEMPORARY Cutoff at end of fiscal year of separation of agent from U S Immigration and Customs Enforcement
Delete 25 years after cutoff