



INTERSTATE COMMISSION FOR  
ADULT OFFENDER SUPERVISION

# 04-2009 - SCREENING A SUPERVISED INDIVIDUAL FROM PUBLIC VIEW IN ICOTS' PUBLIC ACCESS PORTAL

POLICY NUMBER

04-2009

ISSUED

August 1, 2009

REVISED

March 20, 2024

Downloaded:

**May 31, 2026**

## **I. Authority**

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The Executive Committee is vested with the power to adopt a policy on behalf of the Interstate Commission during periods when the Interstate Commission is not in session. The Executive Committee oversees the day-to-day activities managed by the Executive Director.

## **II. Applicability**

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This policy applies to Commissioners, Compact Administrators, Deputy Compact Administrators, State Legal Representatives, and all persons engaged in the business of the Compact.

## **III. Policy**

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The Interstate Compact Offender Tracking System (ICOTS) provides limited public access to ICOTS information using a public access portal. In certain situations, there is a legitimate need to hide specific information on supervised individuals from public viewing. This policy outlines the process by which a state can petition to conceal an individual from public view.

### **A. Eligibility**

1. The supervised individual must be a participant in a state or federal witness protection program to be eligible for concealment from public viewing.
2. State laws prohibit the public display of the information.

### **B. Process**

1. The State Compact Commissioner or designee must document and maintain a file on all requests to exclude a supervised individual from public viewing. At a minimum, the documentation shall include the following:
  - a. Supervised individual's name, date of birth, and ICOTS number, if available; and,
  - b. Brief description of the need to conceal the supervised individual from public viewing.

### **C. Audit**

1. The required records are subject to review by the national office.