ICAOS COMPACT ACTION REQUEST QRG

Compact Action Request (CAR) is a free form communication tool that allows you to request or notify another state of any action that is not addressed by a specifically named compact process. CARs can be linked to a formal compact activity (such as a Transfer Request or Case Closure) or labeled as 'specialized' (such as request for a Progress Report or relay information related to fines/fees owed, etc.)

COMMON COMMUNICATIONS USING COMPACT ACTION REQUESTS

- ✓ Restitution, fines, fees, etc. owed by the supervising individual in the sending state.
- ✓ Additional information related to why a supervision end date was changed by a sending state.
- ✓ Corrections needed on the ICOTS profile (demographic errors, address updates, special statuses.)
- ✓ Travel permits issued by the receiving state. See Rule 3.110.
- ✓ Additional communication related to a preceding compact activity.
- ✓ Initiation and communication regarding a Subsequent State Transfer. See Rule 4.110.
- ✓ Sending state requests for a Progress Report. See Rule 4.106.

COMPACT ACTION REPLY

- ✓ Acknowledgement of CAR.
- ✓ Reply to CAR request from other state.

OTHER IMPORTANT NOTES

- ✓ CARs and CAR Replies are unmanaged processes. Upon submission, emails are generated to the assigned users in the opposite state.
- ✓ There is no way to withdraw or delete a CAR after submission.
- ✓ To ensure compliance with Rule 2.101 use Addendums to Violations Requiring Retaking during the retaking process rather than CARs to communicate:
  - o Status of the violation;
  - o Location of the supervised individual;
  - o Availability of the supervised individual; and
  - o Probable cause documentation.