



**Homeland
Security**

BED SPACE TRACKING IN

Facility Submission Form

Instructions

1. Select the 'Bed Space Input Form' tab
2. Fill in the white cells within columns C & D
3. Add a comment for the data within cell G34 at the bottom of the page
4. Save the file
5. Email the file to Service-Now, email BSTI@ice.dhs.gov with 'BSTI' in the subject email. Note: 'BSTI' should be capitalized.
6. You should receive a confirmation email from ServiceNow within 10 minutes was successful.

If you have any BSTI-related questions, please email to BSTIHelpDesk@ice.dhs.gov

INITIATIVE

ect line or the body of the
; that your submission

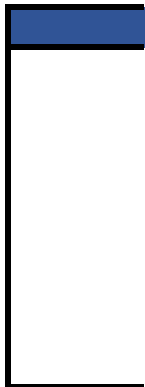
uestions please reach out

Male Beds				
Bed Type	Classification Category	Available Beds	Occupied Beds	Total Beds
General	High	0	0	0
General	Medium - High	0	0	0
General	Medium - Low	0	0	0
General	Low	0	0	0
Quarantine	High	0	0	0
Quarantine	Medium - High	0	0	0
Quarantine	Medium- Low	0	0	0
Quarantine	Low	0	0	0

Female Beds				
Bed Type	Classification Category	Available Beds	Occupied Beds	Total Beds
General	High	0	0	0
General	Medium - High	0	0	0
General	Medium - Low	0	0	0
General	Low	0	0	0
Quarantine	High	0	0	0
Quarantine	Medium - High	0	0	0
Quarantine	Medium - Low	0	0	0
Quarantine	Low	0	0	0

Special Beds				
Bed Type	Sex	Available Beds	Occupied Beds	Total Beds
Medical	Male	0	0	0
Medical	Female	0	0	0
Mental Health	Male	0	0	0
Mental Health	Female	0	0	0
Segregation	Male	0	0	0
Segregation	Female	0	0	0
Transgender		0	0	0

OVERALL TOTALS:	0	0	0
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Comments