

all **CAP** cases must be processed in ENFORCE using the following:

EVENT TYPE: (b)(7)e

PROGRAM CODE: (b)(7)e

G.23 LINE: (b)(7)e (except for the DEPORT Center which is (b)(7)e)

Method of Arrest: will utilize one of the prefix following codes:

CFD CAP federal incarceration

CST CAP state incarceration

CLC CAP local incarceration

*Officers **will not** enter a method of arrest when an encounter is entered in ENFORCE solely for the issuance of a Form I-247 detainer.

LANDMARKS & ADDITIONAL REQUIREMENTS

FODs are to ensure, through their DSAs, the creation arrest landmarks within the ENFORCE system for their area of responsibility. These **landmarks are to be utilized by ALL DRO or 287(g) personnel when making an arrest and issuance of a charging document.** **The site landmark must be specific to the location or entity where the arrest took place,** and utilized consistently throughout your AOR to ensure the accuracy of statistics kept. **Instructions for how landmarks are to be used, as well as how the DSA should enter those landmarks into ENFORCE are attached. There can be no abbreviations or slang used for landmarks,** in that EARM will not recognize and link more than one landmark descriptor per location.

Examples:

Harris County Sheriff's Office

Houston Police Department

Ft. Bend County Jail

**UNITED STATES IMMIGRATION AND CUSTOMS ENFORCEMENT
DETENTION AND REMOVAL OPERATIONS**

Agent/officer requesting the pickup: Complete blue fields only. Place cursor in field and Hit "F1" key for help on individual fields.

I. PICKUP REQUEST and CASE/FILE STATUS VERIFICATION

Date Eligible for Pickup: _____ **Deadline Date for Pickup:** _____

FACILITY/LOCATION: _____

CONTACTS: _____
(Names/phone #'s)

ADDITIONAL INFORMATION/COMMENTS: _____

Name (Last, First)	A#	Sex	DOB	Jail/Prison#	Nationality	Medical Issues, Criminal History; Escapes; Violence
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____

Status of Each A-File Listed Above (Current Location, Routing Info): _____

Charging and Custody Documents (Sufficient for Lawful Detention by DRO) Reviewed and Verified by:

_____ (Name and contact # of ICE Agent/Officer) _____ (Date Pickup Request Submitted)

II. OFFICIAL ASSIGNMENT

OFFICER(S): _____

DATE ASSIGNMENT TO BEGIN: _____ **TIME ASSIGNMENT TO BEGIN:** _____
DATE/TIME ASSIGNMENT TO END (estimated): _____

YOU ARE DIRECTED TO PICK UP THE ALIEN(S) DESCRIBED ABOVE – AT THE LOCATION LISTED – AND DELIVER THEM TO THE FOLLOWING LOCATION:

DELIVERY LOCATION: _____

ADDITIONAL INSTRUCTIONS/INFORMATION: _____

**** BOOK-IN or BOOK-OUT IN EADM ONLY IF APPLICABLE****

ASSIGNED BY (Supervisor Name): _____ **DATE:** _____

III. TIME ACCOUNTING AND COMPLETION REPORT

I CERTIFY THAT I HAVE COMPLETED THE ASSIGNMENT AS DIRECTED. DISCREPANCIES/ISSUES/OT INCURRED: _____

DATE/TIME ASSIGNMENT BEGAN: _____ **DATE/TIME ASSIGNMENT COMPLETE:** _____

OFFICER'S SIGNATURE: _____ **DATE:** _____



**U.S. Immigration
and Customs
Enforcement**

Office of Detention and Removal Operations

**QUICK REFERENCE
PROCESSING GUIDE**

*Version II
(As of March 30, 2010)*



This Quick Reference Guide provides instructions for processing subjects encountered by all DRO programs and the Office of State and Local Coordination (OSLC).

Information contained herein is Law Enforcement Sensitive. Do not share this document in any form with anyone who does not have a need to know.

Pages 5 through 41 redacted for the following reasons:

(b)(5), (b)(7)e

ENFORCE Processing Notes for Operation Crosscheck Southeast

-Generally speaking, Officers should refer to the Quick Reference Processing Guide, Version 1 (issued February 23, 2010). The differences seen here are reflective of the next version of the processing guide, which has not yet been released.

-Some AORs have indicated their intent to pre-process. These AORs will assign an Officer to erase pre-processed event numbers that do not result in a successful arrest. This maintains data integrity and alleviates confusion on the part of future processing officers if the subject is later arrested.

-Crosscheck is a Fugitive Operations led initiative, assisted by many ICE components and partner law enforcement agencies. For statistical purposes, all those processing in ENFORCE should change their assigned program at the initial sign-in screen (“the green screen”) to **FUG**, Fugitive Operations.

-Each arrest will be recorded as an individual event. We will not be putting multiple subjects under one event number for this operation.

Here is a basic rundown of some of the pertinent fields:

G-23 Line: *****NEW***** The G-23 line, once used to reflect the efforts of the program or officer, is now being used for the collection other statistical data. It is now subject-centric. Therefore, the G-23 Line should reflect a non-fugitive subject’s criminality (i.e.-

(b)(7)e

Please familiarize yourselves with these line numbers:

- (b)(7)e foreign nationals who have been arrested for or convicted of a narcotics trafficking offense.
- (b)(7)e – foreign nationals who have been arrested for or convicted of criminal activity defined as an Aggravated Felony per Section 101(a) (43) of the Act.
- (b)(7)e – foreign nationals who have been arrested for or convicted of other removable offenses.
- (b)(7)e administrative absconders. (Includes criminal and non-criminal ICE fugitives.)
- (b)(7)e foreign nationals that have been arrested for only being in the United States unlawfully. (Includes non-criminal re-entries)

Arrest type: The majority of Crosscheck arrests will be **NCA** (Non-custodial arrests); the exception is for criminal *fugitives*, which will be **L** (Located).

Event Type: FOE

Lead Type: FOL

Program: FUG

Landmark: Location where the subject was arrested.

Operation: ***NEW*** Crosscheck

If any processing related questions arise, please refer first to the Processing Guide. If you cannot find the answer in the guide, please send an e-mail describing the problem to the NFOP via Detention & Deportation Officer (b)(6), (b)(7)c We will respond as quickly as possible.

Name of Facility	Phone#	Address	City
Appling County	(912) 367	560 Barnes St	Baxley
Atkinson County	(912) 422	20 Smith Ave W.	Pearson
Bacon County	(912) 632	307 S. Dixon St. PO Box 237	Alma
Baker County	(229) 734	PO Box 441	Newton
Baldwin County	(478) 445	311 Linda Drive	Milledgeville
Banks County	(706) 677	160 Windmill Farm Rd	Homer
Barrow County	(770) 307	30 North Broad St	Winder
Bartow County	(770) 382 3051	P.O. BOX 476	Cartersville
Ben Hill County	(229) 426	255 Appomattox Rd	Fitzgerald
Berrien County	(229) 686	500 County Farm Rd	Nashville
Bibb County	(478) 621	P.O. BOX 930	Macon
Bleckley County	(478) 934	112 North Second St	Cochran
Brantley County	(912) 462	P.O. BOX 251	Nahunta
Brooks County	(229) 263	1003 Holloway Dr.	Quitman
Bryan County	(912) 653	P.O. BOX 960	Pembroke
Bulloch County	(912) 764	17257 U.S. Hwy 301 North	Statesboro
Burke County	(706) 554	P.O. BOX 702	Waynesboro
Butts County	(770) 775 ^{(b)(6), (b)(7)c}	835 Ernest Biles Dr	Jackson
Calhoun County	(229) 849	P.O.BOX 211	Morgan
Camden County	(912) 510	209 E. 4th St PO Box 699	Woodbine
Candler County	(912) 685	E. Hiawatha	Metter
Carroll County	(770) 830	1000 Newnan Rd	Carrollton
Catoosa County	(706) 965	5842 Hwy 41	Ringgold
Charlton County	(912) 496	100 S.Third St	Folkston
Chatham County	(912) 652	1050 Charl Griffin Dr	Savannah
Chattahoochee County	(706) 989	379 Broad St	Cusseta
Chattooga County	(706) 857	35 West Washington St	Summerville
Cherokee County	(678) 493	498 Chattin Drive	Canton
Clarke County	(706) 613	3015 Lexington Rd	Athens
Clay County	(229) 768	PO Box 22	Fort Gaines
Clayton County	(770) 471	Harold R. Banke Justice Center 9157 Tara	Jonesboro
Clinch County	(912) 487	115 Court Sq	Homerville
Cobb County	(770) 499	1825 County Services Parkway	Marietta
Coffee County	(912) 384	225 W. Bryan St	Douglas

Colquitt County	(229) 616	(b)(6), (b)(7)c	P.O. BOX 188	Moultrie
Columbia County	(706) 541		2273 County Camp Rd PO Box 310	Appling
Cook County	(229) 896		1000 County Farm Road	Adel
Coweta County	(770) 253		560 Greison Trail	Newnan
Crawford County	(478) 836		21 Hortman Mill Rd	Knoxville
Crisp County	(229) 276		196 GA Hwy 300 South	Cordele
Dade County	(706) 657		P.O. BOX 920	Trenton
Dawson County	(706) 344		19 Tucker Ave	Dawsonville
Decatur County	(229) 248		912 Spring Creek Rd	Bainbridge
Dekalb County	(404) 298		4425 Memorial Dr	Decatur
Dodge County	(478) 374		5401 Anson Ave Rm 111	Eastman
Dooly County	(229) 645		576 Pinehurst/Hawkinsville Rd	Pinehurst
Dougherty County	(229) 430		1302 Evelyn Ave	Albany
Douglas County	(770) 942		6840 W. Church St	Douglasville
Early County	(229) 723		PO BOX 939	Blakely
Echols County	(229) 671		PO BOX 109	Statenville
Effingham County	(912) 754		130 First Street Ext.	Springfield
Elbert County	(706) 283		26 West Church St	Elberton
Emanuel County	(478) 237		769 Kite Rd	Swainsboro
Evans County	(912) 739		123 W. Main St.	Claxton
Fannin County	(706) 632	645 West First St.	Blue Ridge	
Fayette County	(770) 716	2 Center Dr.	Fayetteville	
Floyd County	(706) 291	2526 New Calhoun Hwy	Rome	
Forsyth County	(770) 781	202 Veterans Memorial Boulevard	Cumming	
Franklin County	(706) 384	1 James Little St	Carnesville	
Fulton County	(404) 613	901 Rice St. NW	Atlanta	
Gilmer County	(706) 635	106 Brett Dickey Memorial Dr	Ellijay	
Glascock County	(706) 598	PO BOX 7	Gibson	
Glynn County	(912) 554	1812 Newcastle St	Brunswick	
Gordon County	(706) 629	2700 U.S. 41	Calhoun	
Grady County	(229) 377	250 North Broad St	Cairo	
Greene County	(706) 453	1201 S. Industrial Blvd	Greensboro	
Gwinnett County	(770) 619	2900 University Pkwy Ne	Lawrenceville	
Habersham County	(706) 754	1000 Detention Dr.	Clarkesville	
Hall County	(770) 531	1700 Barber Road	Gainesville	
Hancock County	(706) 444	67 Spring St.	Sparta	
Haralson County	(770) 646	224 Holly St.	Buchanan	
Harris County	(706) 628	9825 Hwy 116	Hamilton	
Hart County	(706) 376	155 N.Carolina St/PO BOX 886	Hartwell	
Heard County	(706) 675	11820 Hwy 100	Franklin	

Henry County	(770) 288		120 Henry Pkway	McDonough
Houston County	(478) 218		200 Carl Vinson Pkwy	Warner
Irwin County	(229) 468		400 S. Irwin Ave	Robbins
Jackson County	(706) 367		268 Curtis H. Spence Dr	Ocilla
Jasper County	(706) 468		1551 Hwy 212 W	Jefferson
Jeff Davis County	(912) 375		PO BOX 237	Monticello
Jefferson County	(478) 625		PO BOX 72	Hazelhurst
Jenkins County	(478) 982		PO BOX 857	Louisville
Johnson County	(912) 864		230 Donovan-Harrison Rd	Millen
Jones County	(478) 986		123 Holmes Hawkins Dr	Wrightsville
Lamar County	(770) 358		121 Roberta Dr	Gray
Lanier County	(229) 482		100 Main St	Barnesville
Laurens County	(478) 272		511 Southern Pines Rd	Lakeland
Lee County	(229) 759		119 Pinewood Rd	Dublin
Liberty County	(912) 876		180 Paul Sikes Dr.	Leesburg
Lincoln County	(706) 359		PO BOX 970 School Street	Hinesville
Long County	(912) 545		22 S. McDonald St	Lincolnton
Lowndes County	(229) 671		120 Prison Farm Rd	Ludowici
Lumpkin County	(706) 864		385 E. Main St.	Valdosta
Macon County	(478) 472	(b)(6), (b)(7)c	PO BOX 345	Dahlonega
Madison County	(706) 795		1436 Hwy 98 W.	Oglethorpe
Marion County	(229) 649		PO BOX 32	Danielsville
McDuffie County	(706) 595		751 Public Safety Dr	Buena Vista
McIntosh County	(912) 437		714 Highway 51	Thomson
Meriwether County	(706) 672		17400 Roosevelt Hwy	Darien
Miller County	(229) 758		300 W. Pine St	Greenville
Mitchell County	(229) 336		4815 Hwy 37	Colquitt
Monroe County	(478) 994		145 L Cary Bittick Dr. PO BOX 1248	Camilla
Montgomery County	(912) 583		PO BOX 277	Forsyth
Morgan County	(706) 342		2380 Athens Hwy	Mount Vernon
Murray County	(706) 695		810 1/2 GI Maddox Pkwy	Madison
Muscogee County	(706) 653		700 10th St.	Chatsworth
Newton County	(678) 625		15151 Alcovy-Jersey Rd	Columbus
Oconee County	(706) 769		PO BOX 563	Covington
Oglethorpe County	(706) 743		115 Buddy Faust Rd P.O. Box 17	Watkinsville
Paulding County	(770) 443		247 Industrial Way North	Lexington
Peach County	(478) 825		1007 Spruce St Extension/PO BOX 510	Dallas
Pickens County	(706) 253		2985 Camp Road	Fort Valley
				Jasper

Pierce County	(912) 449		300 Pierce Industrial Blvd	Blackshear
Pike County	(770) 567		PO BOX 236	Zebulon
Polk County	(770) 749		1676 Rockmart Hwy	Cedartown
Pulaski County	(478) 783		PO Box 330	Hawkinsville
Putnam County	(706) 485		PO Box 3637	Eatonton
Quitman County	(229) 334		PO Box 338	Georgetown
Rabun County	(706) 782		175 Boen Creek Rd	Tiger
Randolph County	(229) 732		PO BOX 506	Cuthbert
Richmond County	(706) 821		401 Walton Way	Augusta
Rockdale County	(770) 918		911 Chambers Dr	Conyers
Schley County	(229) 937		PO BOX 809	Ellaville
Screven County	(912) 564		339 Rocky Ford Rd	Sylvania
Seminole County	(229) 524		208 Court St	Donalsonville
Spaulding County	(770) 467		401 Justice Blvd	Griffin
Stephens County	(706) 886		205 N. Alexander St Suite 205	Toccoa
Stewart County	(229) 838		PO BOX 817	Lumpkin
Sumter County	(229) 924		352 McMath Mill Rd/ PO Box 726	Americus
Talbot County	(706) 665		PO BOX 544	Talbotton
Taliaferro County	(706) 456		PO BOX 970 School Street	Crawfordville
Tattnall County	(912) 557		PO Box 545	Reidsville
Taylor County	(478) 862	(b)(6), (b)(7)c	PO BOX 606	Butler
Telfair County	(229) 868		124 E. Oak St	McRae
Terrell County	(229) 995		PO BOX 463	Dawson
Thomas County	(229) 225		921 Smith Ave	Thomasville
Tift County	(229) 388		500 Morgan Dr	Tifton
Toombs County	(912) 526		357 NW Broad St Ste	Lyons
Towns County	(706) 896		4070 State Hwy 339	Young Harris
Treutlen County	(912) 529		110 3rd St	Soperton
Troup County	(706) 883		130 Sam Walker Dr	Lagrange
Turner County	(229) 567		1301 Industrial Dr	Ashburn
Twiggs County	(478) 945		PO BOX 650	Jeffersonville
Union County	(706) 439		940 Beasley St	Blairsville
Upton County	(706) 647		235 Aviation Dr.	Thomaston
Walker County	(706) 638		105 S. Duke St	Lafayette
Walton County	(770) 267		1425 S. Madison Ave	Monroe
Ware County	(912) 287		3487 Harris Rd	Waycross
Warren County	(706) 465		112 North Legion Dr	Warrenton
Washington County	(478) 552		PO BOX Drawer 30 Kaolin Rd	Sandersville
Wayne County	(912) 427		1892 S. Macon St	Jesup
Webster County	(229) 828		PO BOX 55	Preston
Wheeler County	(912) 568		PO BOX 126	Alamo

White County
Whitfield County
Wilcox County
Wilkes County
Wilkinson County
Worth County

(706) 865
(706) 278
(229) 467
(706) 678
(478) 946
(229) 776

(b)(6), (b)(7)c

1210 Hulsey Rd
805 Professional BLVD
126 Main St E.
225 Andrew Dr
PO BOX 225
201 N. Main St Rm 14

Cleveland
Dalton
Abberville
Washington
Irwinton
Sylvester

Instructions for Updating the Criminal Alien Program CAP Risk Assessment (CAPRA) Database

This provides the latest compilation of penal facilities with Risk Assessment information within your Area of Responsibility (AOR) based on your previous submissions. Please check, validate, and update the provided information for all jails. Please adhere to the following guidance on editing and re-submitting your Risk Assessment information.

The provided document is in an Excel Spreadsheet format. Upon receipt of the completed Risk Assessment, Headquarters (HQ) CAP will upload the data to the CAP Risk Assessment (CAPRA) database. CAP will then provide all the field offices with an updated CAPRA via the DACS FTP server under "CAP Risk Assessment Database" folder.

It is critical that you fill out the spreadsheet in its entirety. Do not leave blank cells. If you find a blank cell, fill it out with the appropriate information and highlight the cell in light **green**, indicating the addition of new information. All new information must be highlighted with the appropriate color. Do not use "Not Available," "NA," "N/A," or any other term signifying that you are not providing that information. You will be asked to provide any missing information until the requested information is satisfied. In the event you need to update or modify the data in a cell, remove the original information, replace it with the new information, and highlight the cell in **red**, indicating that you edited the previous information.

You may add new jails to your institutional listing that house or process illegal or criminal aliens, and again, highlight in **green** the new jail additions. Should you delete a jail, highlight it in **yellow**, and cut and paste it to the bottom of the spreadsheet.

At the bottom of the spreadsheet, also list jails in **Blue** you did not include in the spreadsheet, noting the main reason for their exclusion.

All additions, modifications, deletions, or exclusions must be appropriately color highlighted.

Before adding to or changing information in a cell, please refer to the column heading for any instructional information. Please ensure that your data entries are letter and character perfect, exactly according to the data entry choices provided (3 - County/City instead of 3-County-City).

The Excel Spreadsheet contains a Master Spreadsheet and the spreadsheet for each AOR tabbed and labeled at the bottom. Use and edit

the tab designated for your AOR only. Please make all entries in Title Case and *NOT* UPPER CASE such as Jackson County Jail – TX, and not JACKSON COUNTY JAIL - TX.

You have approximately four weeks to complete this tasking. Upon completion, send the Excel Spreadsheet to the (b)(7)e mailbox entitled “CAPRA Update Tasking 2010.”

The following is the CAP Legend on Screenings that you are to use in terming the type of coverage for each institution.

Screening Legend	
100% Screening Legend	Limited Coverage Legend
100% Screening - ICE has an understanding with the facility that it will refer to ICE all self-proclaimed foreign born nationals booked into the facility. ICE in turn will review facility referrals for removability.	Limited Coverage - ICE does not have an understanding with the facility that the facility will refer to ICE all self-proclaimed foreign born nationals booked into the facility.

If you have any Threshold Level II institutions with Limited Coverage, you must provide an explanation for this deficiency in coverage and a plan of action to provide 100% Screening within 30 days of your submission of your CAPRA update.

For Threshold Level III and IV institutions, you also must provide a plan, including milestones, for increasing 100% Screening coverage over the remainder of the fiscal year. If you do not plan to significantly increase coverage, you must provide an explanation.

Below is a cross tabulation table showing jails for each AOR by the four risk threshold levels. This is to assist you as you rate and fill-in numeric scores for the six risk data fields, tally the Total Weighted Score, and determine the appropriate threshold levels for jails. Note the number of Threshold I and II jails in comparison with other AOR’s. This is to help establish consistent and reliable jail risk ratings. Please feel free to consult with other AOR’s on determinations of threshold levels.

Please note that several AOR’s cover institutions in other AOR’s. Do not list institutions in your AOR that are serviced by other AOR’s. Check for duplicate data entries of institutions with other AOR’s. To assist you with this, an entire database list of institutions for all AOR’s is provided for your reference.

Crosstab Threshold by AOR

Field Office	Level I (300-399)	Level II (200-299)	Level III (100-199)	Level IV (0-99)	Total of Thresholds by AOR
Atlanta	0	25	177	272	474
Baltimore	0	1	29	23	53
Boston	1	19	56	32	108
Buffalo	0	6	60	33	99
Chicago	0	47	67	645	759
Dallas	0	48	39	275	362
Denver	0	2	35	80	117
Detroit	0	28	58	177	263
El Paso	3	17	28	26	74
Houston	0	13	105	59	177
Los Angeles	0	17	21	15	53
Miami	0	8	99	45	152
New Orleans	0	88	177	228	493
New York City	0	5	24	3	32
Newark	0	22	17	0	39
Philadelphia	0	3	68	69	140
Phoenix	2	7	19	7	35
Salt Lake City	1	3	17	110	131
San Antonio	0	5	30	37	72
San Diego	1	3	7	2	13
San Francisco	1	37	49	19	106
Seattle	5	40	49	71	165
St. Paul	0	27	34	267	328
Washington DC	0	31	54	43	128
Total	14	502	1,319	2,538	4,373

National Fugitive Operations and Criminal Alien Programs



LIMITED OFFICIAL USE

HEADQUARTERS
OPERATION PLAN:

1

Law Enforcement Sensitive-Official Use Only

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Department of Homeland Security
Immigration and Customs Enforcement
Detention and Removal Operations

DETENTION AND REMOVAL OPERATIONS
National Fugitive Operations Program (NFOP)
Criminal Alien Program (CAP)

Operation Cross Check
(SOUTHEAST)

Dates: April 27-29, 2010

I. Situation

The objective of Operation Cross Check is to apply the combined resources of the National Fugitive Operations Program (NFOP), the Criminal Alien Program (CAP), and the Office of Investigations (OI) in an organized, methodical approach to the location and arrest of ICE criminal fugitives and violent at-large criminal aliens throughout the United States. The primary purpose of this operation is to promote community safety and national security by targeting the criminal alien population in the Southeast Region of the country, which encompasses the Atlanta, Miami, and New Orleans area-of-responsibility (AOR).

Operation Cross Check will utilize the (b)(7) Fugitive Operations Teams (FOT) located within the AORs of Atlanta, Miami, and New Orleans, and agents from corresponding OI Special Agent In Charge (SAC) offices. Resources from the Violent Criminal Alien Section (VCAS) and Criminal Alien Program (CAP) will also participate in the operation. Local teams from the three field offices will be supported by TDY officers for the operation, if needed.

The combined resources from the existing FOT, local CAP and OI resources, and possible TDY staff will result in (b)(7) operational teams. Each local team will target at least three (3) criminal aliens per day within their area-of-responsibility (AOR) yielding at least 648 targeted criminal aliens.

Prior to commencement of the operation, teams will evaluate lead information to identify criminal aliens that pose a threat to national security and community safety, or are convicted violent criminals and may be amenable to criminal prosecution. Target cases will be presented to the U.S. Attorney's Office (USAO) in pursuit of criminal arrest warrants to include, but not limited to, 8USC1326 and 8USC1253. Prosecutions for other offenses will be guided by the August 20, 2007 memorandum entitled DRO/OI Protocols. OI will collaborate with U.S. Citizenship and Immigration Services to evaluate criminal alien case referrals for inclusion in the operation.

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**Department of Homeland Security
Immigration and Customs Enforcement
Detention and Removal Operations**

Upon approval of this operational plan, Field Office Directors (FOD) will collaborate with the USAO in their AORs to seek their cooperation in obtaining criminal arrest warrants, indictments and acceptance of prosecutions.

In addition, the FOD is directed to coordinate with the local OI Special Agent in Charge (SAC), as well as other federal, state and local law enforcement agencies (LEA) to encourage their participation in this operation. FOD should coordinate with the United States Marshal Service (USMS) Regional Task Forces, local USMS task forces, and other law enforcement partners. Arrangements should be made with the USMS to ensure space requirements and coordinate initial appearances. The local probation and parole offices should also be consulted in target development and 4th amendment waiver considerations during operations.

This operation will consist of three days of enforcement activity executed throughout the AORs of Atlanta, Miami, and New Orleans field offices from April 27, through April 29, 2010.

The Director, Deputy Director, Assistant Director for Enforcement and the Field Office Directors have been briefed on this operational plan, and support its execution.

A) Targeted Criminal Aliens –

Approximately 648 criminal aliens will be identified and targeted during this operation. Within 30 days of the approval of this plan, each of the 3 field offices will compile a target list and submit it to the Fugitive Operations Support Center (FOSC) for additional screening and consolidation. The target list will be sent to the HQDRO by the FOSC for final review and approval. Once approved, the final list will be disseminated to the FOD and SACs participating in the operation. **(See Attached handout for target list.)**

B) Hours of Operation

Team members will conduct necessary pre-operational surveillance. Operational hours will be from (b)(7)e hrs each day. Although the operational hours for conducting arrests will be from (b)(7)e hrs daily, the team leader(s) will determine the actual duty hours. No operation will begin prior to (b)(7)e hrs or after (b)(7)e hrs, unless the FOD has reviewed the case, and given approval based on specific justification for each case (attachment three). All activities will be conducted pursuant to the National Fugitive Operations Program Policy and Procedures.

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**Department of Homeland Security
Immigration and Customs Enforcement
Detention and Removal Operations**

Supervisory staff will adjust shift hours as needed in order to facilitate the operation. Operational hours will be between [redacted (b)(7)e] hrs.

C) Operational De-Confliction

The target list will be queried in TECS utilizing [redacted (b)(7)e] to ensure de-confliction with OI and other law enforcement entities. The target list will also be submitted to the HQ National Gang Unit within OI for vetting against the ICE Gangs database.

D) Local Law Enforcement Agencies (LEAs)

The team leaders shall advise non-participating local law enforcement agencies (LEAs) prior to the execution of the operational plan. The standard operating procedure for local law enforcement agencies will vary from location to location and should be established through proactive liaison. In the presence of exigent circumstances, it may be prudent not to provide notification to LEAs of the impending operation. If indeed this is the case, the FOD must be made aware of these circumstances and concur with written justification not to notify the local LEAs.

E) Community Issues or Politically Sensitive Issues

Three (3) days prior to the execution of the operation, HQDRO will provide the Office of Public Affairs (OPA) and Office of Congressional Relations (OCR) with the specifics of the operation, to include the operational dates and location of the initiative. OPA will coordinate with USAO, HQDRO, HQ OI and FOD's to draft a joint press release within 24-48 hrs of the conclusion of the operation. This operation may result in negative community response due to area being designated a "Sanctuary City" or other social / political issues currently taking place.

F) Juveniles

The presence of juveniles at a target location, or in the care of a fugitive, will be explored during initial investigation, surveillance and diligent research of available indices. In the event that children are identified, or likely to be encountered at a particular residence; family members, care providers and community, as well as state and county juvenile resources, will be examined and a

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plan of care for the juveniles will be addressed prior to the commencement of operations. No juveniles are being targeted.

If unaccompanied alien juveniles are encountered, the Office of Refugee Resettlement (ORR) will be notified at 202-401-(b)(6), (b)(7)(c) after all processing tasks are performed.

In the event that juvenile(s) are present, and their presence was not anticipated during operational enforcement activities, the SDDO and Team Leaders may need to seek assistance from the state or local governmental agency responsible for juvenile issues, i.e. Child Protective Services (CPS). As such, the SDDO and team leaders are in possession of the agency's appropriate contact numbers, to be used as deemed necessary throughout the entirety of the operation. **List agency names, contacts and phone numbers here or add as an attachment and state so.**

Whenever possible, juveniles will be placed in the care of immediate family members that have no ascertainable criminal history. If there are no other options, sole care givers who are subject to removal, that have no ascertainable criminal record may be placed on an Order of Supervision with SDDO/AFOD approval.

G) Prosecutions

During the week subsequent to HQ approval of this operation, the FOD will meet with the USAO within their AOR to explain the operation and solicit cooperation in accepting cases for prosecution including obtaining indictments and/or arrest warrants including cases that may not normally meet USAO guidelines. Aliens with violent criminal convictions and those that are a threat to national security or the community will be targeted. Prosecutions should include, but are not limited to, 8USC1326 and 8USC1253. OI will be responsible for presenting cases for prosecution in violation of 18USC1028, 18USC1546, or any other violation falling under the purview of OI that may lead to prosecution. All criminal arrests and seizures will be reported in the TECS case management system.

Upon arrest, these aliens, or any other persons identified during the course of operations that have outstanding warrants, will be turned over to the custody of the USMS or any other LEA maintaining the warrant. Once arrested, an I-247 (Detainer) will be filed with the agency assuming custody if the subject is eligible for removal proceedings. All evidence seized will be collected and maintained in accordance with stated ICE policy and procedure.

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H) Gangs

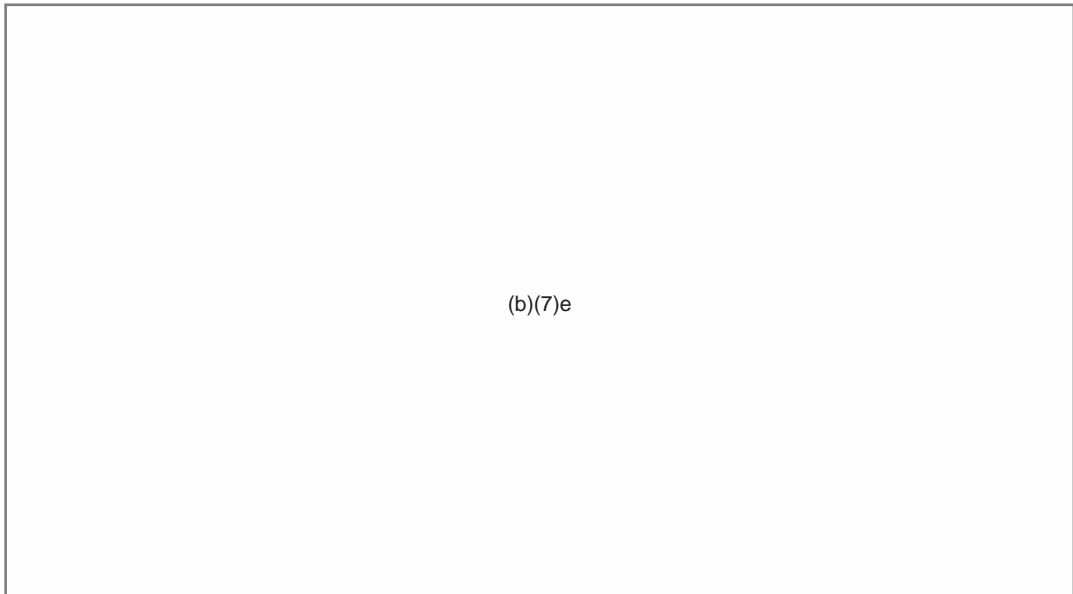
In the event that ICE personnel encounter a gang member or an associate gang member (as defined below) they must immediately refer the subject(s) to OI for investigation. OI will document the encounter using ICE Field Interview Card (ICE Form 73-011). ICE Form 73-011 and any photos will be forwarded to operational personnel responsible for entering the subject's information into the ICE GANGS database within 72 hours.

Consent Searches

OI will be responsible for obtaining consent to search any gang member's or associate gang member's residence, conveyance, or other location in writing, which must be witnessed by two other law enforcement officers. All consent searches will be documented after the fact by OI in a Report of Investigation (ROI). The ROI will include the details surrounding the search, including who gave consent, the name and biographical information of all persons encountered and/or arrested, a list of all items seized, and the names of all operational personnel involved.

ICE Definitions of Gang Member and Gang Associate

Gang Member: A gang member is defined as anyone who admits gang affiliation or falls under two or more of the following criteria, one of which occurred in the previous five (5) years:



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Associate Gang Member: An associate gang member is defined as an individual who exhibits one of the above listed gang member criteria but not formally initiated into the gang. The agent(s) conducting the arrest will determine whether indications of association are present.

II. Mission

Operation Cross Check is an effort to apply an organized, methodical approach to the location and arrest of ICE criminal fugitives and at-large criminal aliens throughout the United States. The sustained cooperation of other LEAs throughout the area is paramount to the success of this initiative.

Execution

A) Director's Intent

This operation combines the resources of CAP, NFOP, as well as the investigative capacity of OI in support of the ICE mission to promote community safety and national security.

B) Concept of Operations

The operation will consist of multiple arrest teams dispatched throughout the AORs of Atlanta, Miami, and New Orleans field offices. A DO will be assigned as the Team Leader (TL) for each team and one will be assigned as the File Control Officer (FCO). The teams will be assigned unmarked vehicles as well as secure transport vehicles for their use.

As arrest efforts progress, team resources may be reassigned to other geographical areas to meet operational needs or returned to their official duty posts as deemed appropriate by the SDDO. The law enforcement liaison officer will be responsible for establishing liaison with local law enforcement offices in the areas that arrest efforts will be conducted. All participating officers will be fully equipped with both deadly and non-deadly force equipment and personal body armor.

Beyond identifying themselves verbally as law enforcement officers/agents, DRO and OI enforcement personnel shall utilize law enforcement identifiers, such as neck badges, belt badges, and/or outer garments affixed with ICE identifiers. In order to ensure uniformity, if utilized during enforcement operations, outer garments must be prominently affixed with both the words "ICE" and "Police."

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This operation will consist of three (3) days of enforcement activity being executed throughout the Atlanta, Miami, and New Orleans area-of-responsibility from April 27, 2010, through April 29, 2010.

Phase I: Upon approval of this operational plan, the FOD/SAC will collaborate with the USAO within their AORs to seek their cooperation in obtaining criminal arrest warrants, indictments and relaxed prosecutorial guidelines. In addition, FODs will begin coordination with OI and other federal, state and local LEAs.

Phase II: Within 30 days of the approval of this plan, each field office will compile a target list and submit it to the FOSC. Within five days, FOSC will submit the consolidated list to HQDRO. A copy of the consolidated list will be provided to the OI National Gang Unit at ICE HQ.

Phase III: On April 26, 2010, HQDRO will provide the Office of Public Affairs (OPA) and Office of Congressional Relations (OCR) with the specifics of the operation, to include the operational dates and location of the initiative.

Phase IV: April 26, 2010: Operational briefing. All officers participating in the operation will attend the pre-operational briefing.

Phase V: April 27, 2010, through April 29, 2010: Arrest teams will deploy throughout Atlanta, Miami, and New Orleans area-of-responsibility to initiate arrests at residences and places of employment.

Phase VI: April 30, 2010: The Headquarters ICE Public Affairs Office will issue a press release following the completion of the operation once approved by the FOD and HQ.

C) Tasks

1. Fugitive Operations Support Center (FOSC): A copy of the Operational Plan and target list will be sent to the FOSC.
2. The Law Enforcement Support Center (LESC): Is available 24 hours a day, seven days a week and can provide support to the teams conducting operations. HQNFOP will coordinate with the LESL and provide a list of all officers/agents participating in the operation, all officer/agents will have the contact number for the LESL.

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Detention Operations Coordination Center (DOCC): Detention space is limited / suitable within the AOR's, and detention locations have been identified. The DOCC has been provided a copy of this Operational plan and their assistance was requested.

D) Safety and Logistics

1. Mandatory Element: **Safety is paramount.** Officers (b)(7)e
(b)(7)e Officers will carry and have on their person non-lethal force weapons, service-issued firearms and personal body armor.

Beyond identifying themselves verbally as law enforcement officers/agents, DRO enforcement personnel shall utilize law enforcement identifiers, such as neck badges, belt badges, and/or outer garments affixed with ICE identifiers. In order to ensure uniformity, if utilized during enforcement operations, outer garments must be prominently affixed with both the words "ICE" and "Police."

2. No additional training will be necessary prior to this operation.
3. Primary processing location: All detainees will be transported to the local detention offices for processing.
 - a. Secondary detention and processing site(s) to be determined as needed.
 - b. The SDDO will coordinate requests for additional staff to support the enforcement operation. Requests will be made through the Operations AFOD with concurrence from the appropriate Field Office Directors.
4. Logistics.
 - a. Lodging and per diem expenses will be required for the operation.
 - b. No Health & Safety inspection required for any facility or equipment being utilized for this operation
 - c. No contracts need to be reevaluated

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d. Temporary Duty (TDY)

Airfare, lodging, per diem and vehicle rental expenses will be required for the operation. Estimated operational costs for the (b)(7)e TDY officers are \$191,124.00. Explanations of these expenses are listed below and are subject to change based on local resources committed to the operation.

Per Diem

The Southeast Cross Check Operation will require a total of (b)(7)e TDY officers to travel to various cities within the AOR of Atlanta, Miami, and New Orleans on Monday April 26th, perform the operation, and return on Friday March 30th. Officers provided by other field offices will come from both Fugitive Operations and CAP, and participation by OI and other LEAs will offset the number of DRO TDY officers necessary to accomplish the operation.

Of the (b)(7)e officers, the Miami Field Office will require (b)(7)e officers, the Atlanta Field Office will require (b)(7)e officers, and the New Orleans Office will require (b)(7)e officers. Estimated lodging and MI&E expense for each city are listed below. Miscellaneous expenses are estimated to be (b)(7)e per officer. Total estimated per diem and miscellaneous expenses are (b)(7)e officers are needed.

Vehicles

The Southeast Cross Check Operation, encompassing the AORs of Atlanta, Miami, and New Orleans, will require rental of (b)(7)e vehicles. (b)(7)e vehicles will be required for the Miami Field Office, (b)(7)e for the Atlanta Field Office, and (b)(7)e for the New Orleans. (b)(7)e
(b)(7)e

Gas, tolls, and parking have been estimated to be an additional (b)(7)e per vehicle. Vehicle expenses by field office are shown below.

Total estimated vehicle expense = (b)(7)e

Airline Costs

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Air travel to the operation will require (b)(7)e flights for officers from around the country. These officers will be (b)(7)e
(b)(7)e

Government fare airline tickets range from (b)(7)e per individual. For the purpose of this operational plan, flight costs have been estimated at (b)(7)e This figure is used an average as there is no way of estimating the exact cost until it is known where officers are flying from and to which city they will be flying. Overweight or extra luggage charges were estimated at (b)(7)e per individual.

Total Airline costs (b)(7)e

Total anticipated TDY expense for this operation is (b)(7)e

Note: Significant cost savings may be realized by utilizing transportation via government own vehicle (GOV). TDY officers from surrounding states will be required to submit constructive cost analysis' regarding use of GOV in lieu of common carrier travel prior to receiving travel authorization. TDY expense may also be reduced by utilizing available officers from local OI offices and participating local LEAs in lieu of TDY officers.

Expense	TDY Location			Totals(144)
	MIA (56)	ATL (48)	NOL (40)	
MI&E	(b)(7)e			
Lodging				
Vehicles				
Air Travel				
Misc Exp				
Totals				

5. Removal Efforts: It is the intent of the Director to expeditiously remove all ICE fugitive aliens and criminal aliens from the United States. The below actions have been performed to facilitate this objective:
 - a. Once arrested, all detainees will be transported to the closest DRO office for initial processing. All files will be reviewed by the Team Leader and SDDO for legal sufficiency prior to the alien being

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transferred to an appropriate detention facility or to the custody of the USMS.

- b. Each operational team has been instructed to secure any and all legally issued identity documents for all arrestees who will require a travel document for removal. All teams will make every legal effort to secure these documents prior to departing the arrest location. Obtaining these documents at the time of arrest will greatly decrease time spent in detention for all cases.
- c. All non-fugitive arrests that require a Notice to Appear will be presented with the option of a Stipulated Removal to aid in the reduction of detention time. The OPLA and EOIR have been advised and contacted as to the availability to approve stipulated removals during the operation.
- d. When appropriate, a form of alternative detention will be utilized. **List alternative methods here if utilized.**

E) General Reporting Requirements

- 1. Daily Reports: Submitted to the AFOD, FOISC and HQ FUGOPS Operations utilizing the HQ approved Enforcement Activity Report spreadsheet. Reports will be submitted three times daily at (b)(7)e (EST) and at the close of business local time.

Via/Transmission: E-mail (b)(7)e
Due: 2400 daily
Period Covered: That day's 24-hour period (0001-2400 hours)
- 2. Weekly Reports: Standard HQ FUGOPS reporting via the FCMS system.
- 3. Significant Event Notification (SEN): A SEN / SIR / SPEAR will only need to be submitted if events or incidences occur that warrant their generation in accordance with established policy and procedures.
- 4. Report Format: At the conclusion of field operations the Team Leaders will ensure that the Command Center and Processing Teams properly update FCMS with all arrests by COB each day.

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5. A/S Notes: A/S notes will only need to be submitted if events or incidences occur that warrant their generation in accordance with established policy and procedures.

F) After Action Reporting Requirements

1. Initial after action conferences will be conducted as follows:
 - a. Key operational personnel involved in the final Phase(s) of the enforcement operation will be held on April 30, 2010 at each participating office.
2. Format: The format for issues will be:
 - a. Topic
 - b. Discussion
 - c. Recommendation(s)
3. Formal after action report: A memorandum of results will be generated and forwarded to the FOD for review.
4. HQ ICE Public Affairs will coordinate with the Assistant Director and generate a press release upon completion of the operation. ICE Public Affairs contact number(s)

G) Command and Control

1. Primary means of communication will be via radio, telephone and E-mail.

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Miami Field Office

Felicia S. Skinner
Field Office Director
Atlanta Field Office

Philip T. Miller
Field Office Director
New Orleans Field Office

APPROVING OFFICIAL

Thomas D. Homan
Assistant Director for Enforcement
Office of Detention and Removal

TABS:

TAB A: Operational Support
Attachment 1: CPS Contacts
Attachment 2: Supporting Agency Contact Information
Attachment 3: Other than normal operational hour's justification
Handout: Complete target list

DISTRIBUTION:

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U.S. Immigration and Customs Enforcement

Criminal Alien Program/Fugitive Operations (CAP/FUGOPS)

QUICK REFERENCE PROCESSING GUIDE

Version 2

This Quick Reference Guide is designed for the processing of subjects encountered through the Criminal Alien Division utilizing the JCART, VCAS, CAP, FUGOPS and LEAR programs.

Information contained herein is Law Enforcement Sensitive. Do not share this document in any form with anyone who does not have a need to know.

Initial Processing

All processing of CAP/FUGOPS subjects will begin at the initial event screen to ensure proper event creation. This quick reference is designed to guide all officers involved with CAP/FUGOPS in the correct procedures for processing of aliens. There are no other acceptable methods to process. Full processing should be completed after the subject's identity, arrest and criminal history have been verified through IDENT/IAFIS.

QUICK REFERENCE GUIDE

CAP/FUGOPS Specific

1. Log into ENFORCE using (b)(7)e
2. When the green screen appears choose the “office that you are currently assigned to” by selecting the appropriate site code and office code from the drop down list (Example, SND/T– DRO San Diego)

** NOTE: It is important to log onto the correct site. Statistical reports and tracking records will be made from ENFORCE based on the logon information.*

(b)(7)e

ALL PROCESSING WILL BEGIN AT THE INITIAL EVENT SCREEN

QUICK REFERENCE GUIDE

CAP/FUGOPS Specific

1. From the “Enforce” drop down menu, choose “Initial Event”. (**DO NOT** begin by selecting VR, Full VR, or NTA)

NOTE: All subjects arrested/encountered together must be processed under the same event as directed by the National Incident Based Reporting System. There can be a single event with multiple subjects.

(b)(7)e

2. “**Lead type**” field- This field is to indicate the program that initially encountered the subject(s) of the event created in ENFORCE.

- | | | | |
|----|---|----|---|
| 1. | CLC (CAP LOCAL facility) | 5. | VCS (Violent Criminal Alien Section) |
| 2. | CST (CAP STATE facility) | 6. | CA (Law Enforcement Area Response Units ONLY) |
| 3. | CFD (CAP FEDERAL facility) | 7. | FOL (Fugitive Operations) |
| 4. | JCT (Joint Criminal Alien Response Taskforce) | | |

3. “**Lead box**”- this box is to be unchecked unless the event created is meant to be an investigation.

4. “*Event occurred on*” – Enter the date and time of the encounter/event.

(b)(7)e

(b)(7)e

5. “Event type” –

➤ CAP - to include all criminal alien program contingents(CAP, LEAR, VCAS, JCART).

➤ FOE – Fugitive Operations.

6. “Program”- The program coed is to reflect the program issuing a document through the event whether in the future or present.

➤ CAP (DRO Criminal Alien Program)

➤ DDP (LEAR)

➤ JCT (JCART)

➤ FUG (Fugitive Operations)

➤ VCS (VCAS)

QUICK REFERENCE GUIDE

CAP/FUGOPS Specific

7. **ORI** field should populate automatically. This might have to be changed to your agency **ORI**, depending on your location.
8. **Lead Source:** **When an event is initiated by a Immigration Alien Response (IAR) or interoperability, “SC” is to be placed in the Lead Source. The county for which the hit occurred is to be placed in the comment section**

(b)(7)e

QUICK REFERENCE GUIDE

CAP/FUGOPS Specific

9. “G-23 line number” field- Enter one of the following:

- (b)(7)e for foreign nationals who have been arrested for or convicted for a narcotics trafficking offense.
- (b)(7)e for foreign nationals who have been arrested for or convicted for criminal activity defined as an aggravated felon per Section 101(a)(43) of the Act.
- (b)(7)e for foreign nationals who have been arrested for or convicted of other removable offenses.

- (b)(7)e for administrative absconders.
- (b)(7)e for foreign nationals who have been arrested for or convicted of non-removable offenses.
- (b)(7)e for foreign nationals that have been arrested for only being in the United States unlawfully.
- (b)(7)e for all other CAP related encounters.
- (b)(7)e for all other DEPORT center encounters.

(b)(7)e

10. **“Operation” field-** Operations are designated by DRO headquarters, select only the following when appropriate.

- DEPORT should now use “DEPORT CENTER” for all associated events.
- CAP SURGEs should utilize “CAP SURGE” for all associated events.
- “Southwest Border Initiative” for all SWBI associated events.
- “Arizona Operational Plan” for all AOP associated events
- **“Secure Communities” for all Secure Communities initiated events.**

*****Other operations will be tasked to DRO personnel *****

11. **“Site”-** Select DRO office in the assigned AOR with appropriate “T” code.

(b)(7)e

12. ***“Landmark”***- Select the appropriate area for the initial encounter.

13. ***“Place of Apprehension or Seizure”***- Type the arrest location.

14. ***“Received by”***, ***“Primary Agent”*** and ***“Event Supervisor”*** should be the case agent, case agent and case supervisor, respectfully.

QUICK REFERENCE GUIDE

CAP/FUGOPS Specific

15.

A. Note the **EVENT** number assigned at the top of the screen for future reference

B.

C. On the subject information screen.

D. Input the first subject's control name, first name, middle name (optional), sex, primary citizenship, subject role, and date of birth.

E. Select either interview or screening. The selection is to reflect the initial encounter.

1) An interview is an one-on-one questioning

2) A screening is the searching of biometric information in databases.

(b)(7)e

QUICK REFERENCE GUIDE

CAP/FUGOPS Specific

F. Finish completing all appropriate fields.

G.

H. **If there are multiple subjects [for the same jail], you can now top button bar). This will give you a blank screen to input the next subject. You should see the first subject in the drop-down “subject” field near the top of the screen.**

I. REPEAT steps a, b, and c above until all subjects have been added to the event.

Detainers and Criminal Severity Levels

***** This steps below must be completed before completing a Detainer*****

1. Identify the charge or conviction severity level for which the person listed on the detainer is being encountered.

- NCIC level 1 – major drug offenses and violent offenses such as murder, manslaughter, rape, robbery, and kidnapping.
- NCIC level 2 – minor drug offenses and mainly property offenses such as burglary, larceny, fraud, and money laundering.
- NCIC level 3 – all other offenses.

a.

b. and select the appropriate severity level as listed above

c. 1, 2 or 3

d. In comments enter the charge/conviction

e. fter entering the charge/conviction

f.

2.

a. Find the appropriate detention facility using the dropdown arrow.

*Note: if the facility or Agency is not listed use OTH and manually input the facility, then immediately forward the facility Name, Address and type to HQ CAP.

b. INPUT a probable release date.

c.

(b)(7)e

Arrests and Severity Levels

As noted, all arrests should have an appropriate Arrest Landmark associated that represents the means of the arrest. As outlined in the ENFORCE/EARM Landmark tasking dated October 30, 2008, all Field Office Directors are to ensure, through their ENFORCE Data Systems Administrators (DSA), the creation of Arrest Landmarks within ENFORCE for their area of responsibility (AOR). These landmarks are to be utilized by all DRO and 287(g) personnel when making an arrest and issuance of a charging document. The following steps should be completed in ENFORCE when the arrest and issuance of a charging document against an alien is warranted.

QUICK REFERENCE GUIDE

CAP/FUGOPS Specific

After initial processing through full client and at the time the subject is to be placed in ICE custody users will continue processing the Arrest from the **ARREST BUTTON**:

(b)(7)e

(b)(7)e

- A. Enter the date of the arrest; this will also be the date of issuance.
- B. Choose the method of arrest
 1. **CAP**

QUICK REFERENCE GUIDE

CAP/FUGOPS Specific

- i. **CLC** (CAP Local)
- ii. **CST** (CAP State)
- iii. **CFD** (CAP Federal)
- iv. **NCA** (Non Custodial Arrest - to be used for all street arrests with an appropriate landmark)
- 2. **JCART = NCA** (Non Custodial Arrest - to be used for all street arrests with an appropriate landmark)
- 3. **VCAS= NCA** (Non Custodial Arrest - to be used for all street arrests with an appropriate landmark)
- 4. **LEAR= LEA** (with an appropriate landmark)
- 5. **FUGOPS**
- i. **L** (Located –to be used for fugitives arrested by Fugitive Operations with an appropriate landmark)
- 6. **NCA** (Non Custodial Arrest - to be used for all street arrests with an appropriate landmark)

Appropriate landmarks will contain a minimum as follows for the corresponding programs:

CAP:

Name of Jail

“CAP Street Arrest” = a CAP arrest without coordination with an LEA and the subject is not incarcerated

Name of LEA

JCART:

NAME of LEA

“JCART Street Arrest” an arrest without coordination with an LEA and the subject is not incarcerated.

VCAS:

Name of LEA

“VCAS Street Arrest” an arrest without coordination with an LEA and the subject is not incarcerated.

LEAR:

LEAR/Name of LEA

“LEAR Street Arrest” an arrest without coordination with an LEA and the subject is not incarcerated.

QUICK REFERENCE GUIDE

CAP/FUGOPS Specific

FUGOPS:

“Fugitive Operations”

- A. (b)(7)e nter the immigration status
- B. (b)(7)e the Site is selected (Ensure that “T” is selected)
- C. (b)(7)e select the appro (b)(6), (b)(7)c ark.
- D. (b)(7)e **NON INS LAWS- OFFENSE** (b)(6), (b)(7)c
1. Officers are to determine the level o (b)(6), (b)(7)c the charge/conviction that led to the encounter, issuance of the charging document and arrest.
- 1-NCIC Level 1 – major drug offenses and violent offenses such as murder, manslaughter, rape, robbery, and kidnapping.
 - 2-NCIC Level 2 – minor drug offenses and mainly property offenses such as burglary, larceny, fraud, and money laundering.
 - 5-NCIC Level 3 – all other offenses.
 - N-None
 - 4-Traffic DUI – Select if encountered specifically due to a DUI Charge.
 - 3-Traffic – Select if encountered specifically for a traffic citation.

*Officers are to use only these codes for severity level determination

(b)(6), (b)(7)c

E. Using the drop down arrow select the appropriate severity level above.

F.

➤ A-Aggravated Felony

➤ F-Felony

(b)(7)e

➤
Misdemeanor

➤ N-None

➤ T-Traffic

QUICK REFERENCE GUIDE

CAP/FUGOPS Specific

G. Select the degree that corresponds with the severity level selected for the offense, Click OK

H.

Criminal Statistics:

CAP, VCAS, LEAR, JCART and FUGOPS officers are to ensure that all criminal statistics are inputted correctly in the ENFORCE system. In order to satisfy the minimum standard that is necessary to comply with the memorandum titled “Criminal Alien Statistics” signed by DRO Director (b)(6), (b)(7)c on August 29,2008, officers are to utilize the “criminal record” box to notate if the subject found removable is a convicted criminal or not.

1. Finish processing the subject
2. Press the Pinter Icon in the menu bar
3. Select the I-213
4. If the subject is a convicted criminal select the “criminal record” box. If the subject is not convicted of a crime DO NOT select the box

(b)(7)e

Rapid Removal of Eligible Parolees Accepted for Transfer (REPAT):

ICE Rapid REPAT is another law enforcement tool available that assists in ensuring that all criminal aliens serving criminal sentences are identified and processed for removal prior to their release from state custody. The identification and processing of incarcerated criminal aliens prior to release

QUICK REFERENCE GUIDE

CAP/FUGOPS Specific

reduces the burden on the taxpayer, and ensures that criminal aliens are promptly removed from the United States upon completion of their criminal sentence. This program allows ICE to more effectively achieve its objective of identifying and quickly removing criminal aliens from the United States. ICE Rapid REPAT also allows ICE and participating States to reduce the costs associated with bed space.

When an alien is encountered based on a RAPID REPAT release, officers will ensure that it is notated in the alert section of the edit subject screen.

(b)(7)e

QUICK REFERENCE GUIDE

CAP/FUGOPS Specific

It is imperative that these procedures are followed for all CAP/JCART/VCAS/LEAR cases. This will insure that DRO maintains data integrity in the management. Data quality errors will be published monthly. These errors will be corrected within seven days of receipt and notification of the correction will be forwarded to the CAP HQ mailbox along with the manager that is to be contacted if errors are found to be pending.

Guide prepared by:

Headquarters, Immigration and Customs Enforcement
Criminal Alien Program
Operations

For questions, please contact:

Unit Chief (b)(6), (b)(7)c
DDO (b)(6), (b)(7)c



**U.S. Immigration
and Customs
Enforcement**

***Criminal Alien Program/Fugitive Operations
(CAP/FUGOPS)***

**QUICK REFERENCE
PROCESSING GUIDE**

Version 2



This Quick Reference Guide is designed for the processing of subjects encountered through the Criminal Alien Division utilizing the JCART, VCAS, CAP, FUGOPS and LEAR programs.

Information contained herein is Law Enforcement Sensitive. Do not share this document in any form with anyone who does not have a need to know.



Initial Processing

All processing of CAP/FUGOPS subjects will begin at the initial event screen to ensure proper event creation. This quick reference is designed to guide all officers involved with CAP/FUGOPS in the correct procedures for processing of aliens. There are no other acceptable methods to process. Full processing should be completed after the subject's identity, arrest and criminal history have been verified through IDENT/IAFIS.

1. Log into ENFORCE using
2. When the green screen appears choose the "office that you are currently assigned to" by selecting the appropriate site code and office code from the drop down list (Example, SND/T- DRO San Diego)

** NOTE: It is important to log onto the correct site. Statistical reports and tracking records will be made from ENFORCE based on the logon information.*



(b)(7)e

ALL PROCESSING WILL BEGIN AT THE INITIAL EVENT SCREEN

1. From the “Enforce” drop down menu, choose “Initial Event”. (**DO NOT** begin by selecting VR, Full VR, or NTA)

NOTE: All subjects arrested/encountered together must be processed under the same event as directed by the National Incident Based Reporting System. There can be a single event with multiple subjects.



(b)(7)e

2. **“Lead type”** field- This field is to indicate the program that initially encountered the subject(s) of the event created in ENFORCE.
 1. **CLC** (CAP LOCAL facility)
 2. **CST** (CAP STATE facility)
 3. **CFD** (CAP FEDERAL facility)
 4. **JCT** (Joint Criminal Alien Response Taskforce)
 5. **VCS** (Violent Criminal Alien Section)
 6. **CA** (Law Enforcement Area Response Units ONLY)
 7. **FOL** (Fugitive Operations)
3. **“Lead box”**- this box is to be unchecked unless the event created is meant to be an investigation.
4. **“Event occurred on”** – Enter the date and time of the encounter/event.



(b)(7)e

5. “Event type” –

- **CAP** - to include all criminal alien program contingents(CAP, LEAR, VCAS, JCART).
- **FOE** – Fugitive Operations.



6. **“Program”**- The program code is to reflect the program issuing a document through the event whether in the future or present.

- ***CAP (DRO Criminal Alien Program)***
- ***JCT (JCART)***
- ***VCS (VCAS)***
- ***DDP (LEAR)***
- ***FUG (Fugitive Operations)***

7. **ORI** field should populate automatically. This might have to be changed to your agency **ORI**, depending on your location.

8. **Lead Source:** When an event is initiated by a Immigration Alien Response (IAR) or interoperability, “SC” is to be placed in the Lead Source. The county for which the hit occurred is to be placed in the comment section

(b)(7)e



9. “G-23 line number” field- Enter one of the following:

- (b)(7)e for foreign nationals who have been arrested for or convicted for a narcotics trafficking offense.
- (b)(7)e for foreign nationals who have been arrested for or convicted for criminal activity defined as an aggravated felon per Section 101(a)(43) of the Act.
- (b)(7)e for foreign nationals who have been arrested for or convicted of other removable offenses.
- (b)(7)e for administrative absconders.
- (b)(7)e for foreign nationals who have been arrested for or convicted of non-removable offenses.
- (b)(7)e for foreign nationals that have been arrested for only being in the United States unlawfully.
- (b)(7)e for all other CAP related encounters.
- (b)(7)e for all other DEPORT center encounters.

(b)(7)e



10. “Operation” field- Operations are designated by DRO headquarters, select only the following when appropriate.

- DEPORT should now use “DEPORT CENTER” for all associated events.
- CAP SURGEs should utilize “CAP SURGE” for all associated events.
- “Southwest Border Initiative” for all SWBI associated events.
- “Arizona Operational Plan” for all AOP associated events
- “Secure Communities” for all Secure Communities initiated events.

*****Other operations will be tasked to DRO personnel *****

11. “Site”- Select DRO office in the assigned AOR with appropriate “T” code.

(b)(7)e

12. “Landmark”- Select the appropriate area for the initial encounter.

13. “Place of Apprehension or Seizure”- Type the arrest location.

14. “Received by”, “Primary Agent” and “Event Supervisor” should be the case agent, case agent and case supervisor, respectfully.



A. Note the **EVENT** number assigned at the top of the screen for future reference.

B.

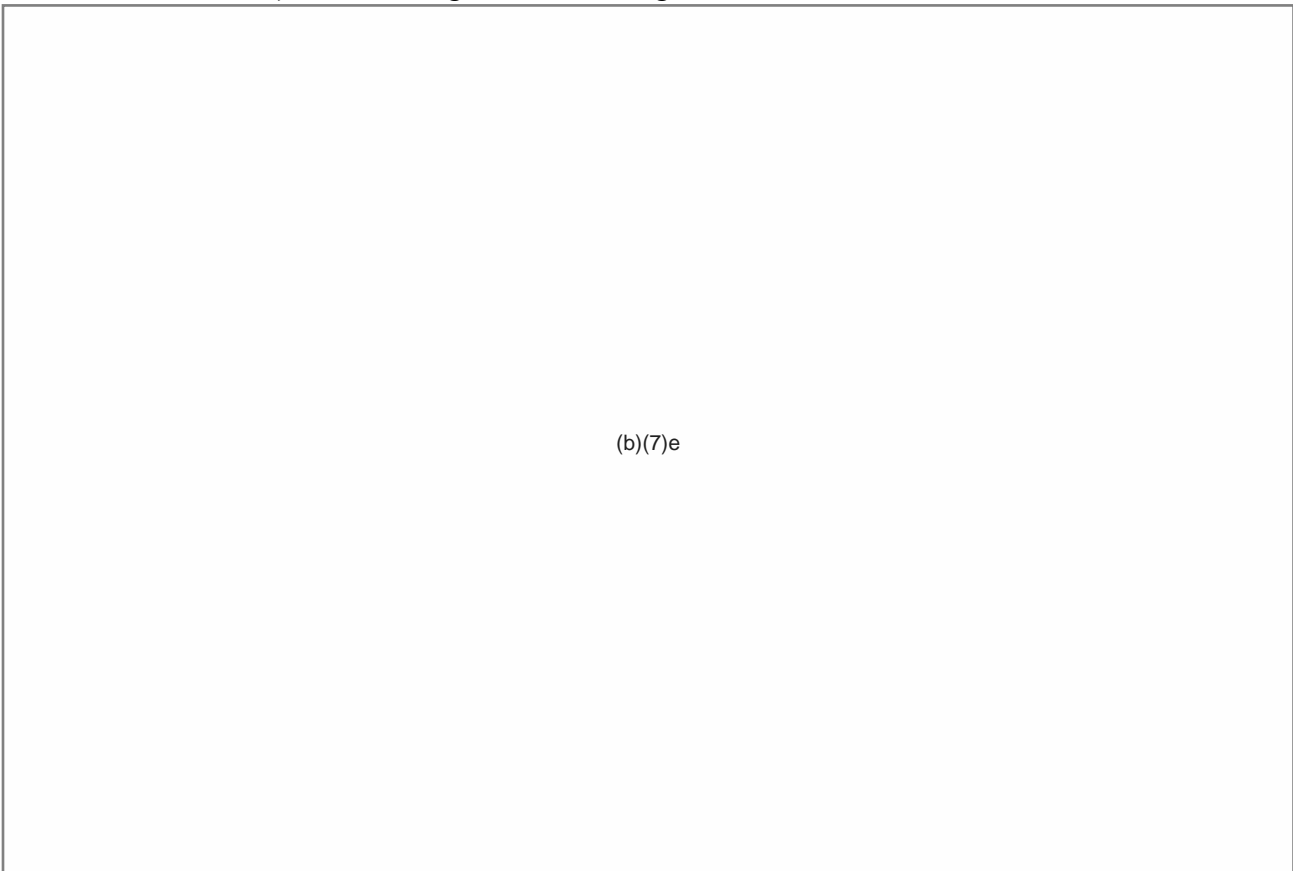
C. On the subject information screen:

D. Input the first subject's control name, first name, middle name (optional), sex, primary citizenship, subject role, and date of birth.

E. Select either interview or screening. The selection is to reflect the initial encounter.

1) An interview is an one-on-one questioning

2) A screening is the searching of biometric information in databases.



F. Finish completing all appropriate fields.

G.

H. If there are multiple subjects, you can now click the (top button bar). This will give you a blank screen to input the next subject. You should see the first subject in the drop-down "subject" field near the top of the screen.

I. REPEAT steps a, b, and c above until all subjects have been added to the event.



Detainers and Criminal Severity Levels

**** This steps below must be completed before completing a Detainer****

1. Identify the charge or conviction severity level for which the person listed on the detainer is being encountered.
 - NCIC level 1 – major drug offenses and violent offenses such as murder, manslaughter, rape, robbery, and kidnapping.
 - NCIC level 2 – minor drug offenses and mainly property offenses such as burglary, larceny, fraud, and money laundering.
 - NCIC level 3 – all other offenses.
 - a.
 - b. elect the appropriate severity level as listed above
 - c. 1, 2 or 3
 - d. In comments enter the charge/conviction
 - e. fter entering the charge/conviction
 - f.
2.
 - a. Find the appropriate detention facility using the dropdown arrow.

*Note: if the facility or Agency is not listed use OTH and manually input the facility, then immediately forward the facility Name, Address and type to HQ CAP.
 - b. INPUT a probable release date.
 - c.



(b)(7)e

Arrests and Severity Levels

As noted, all arrests should have an appropriate Arrest Landmark associated that represents the means of the arrest. As outlined in the ENFORCE/EARM Landmark tasking dated October 30, 2008, all Field Office Directors are to ensure, through their ENFORCE Data Systems Administrators (DSA), the creation of Arrest Landmarks within ENFORCE for their area of responsibility (AOR). These landmarks are to be utilized by all DRO and 287(g) personnel when making an arrest and issuance of a charging document. The following steps should be completed in ENFORCE when the arrest and issuance of a charging document against an alien is warranted.

After initial processing through full client and at the time the subject is to be placed in ICE custody users will continue processing the Arrest from the **ARREST BUTTON**:

(b)(7)e



(b)(7)e

A. Enter the date of the arrest; this will also be the date of issuance.

B. Choose the method of arrest

1. CAP

- i. **CLC** (CAP Local)
- ii. **CST** (CAP State)
- iii. **CFD** (CAP Federal)
- iv. **NCA** (Non Custodial Arrest - to be used for all street arrests with an appropriate landmark)

2. **JCART = NCA** (Non Custodial Arrest - to be used for all street arrests with an appropriate landmark)

3. **VCAS= NCA** (Non Custodial Arrest - to be used for all street arrests with an appropriate landmark)

4. **LEAR= LEA** (with an appropriate landmark)

5. FUGOPS

- i. **L** (Located –to be used for fugitives arrested by Fugitive Operations with an appropriate landmark)

6. **NCA** (Non Custodial Arrest - to be used for all street arrests with an appropriate landmark)



Appropriate landmarks will contain a minimum as follows for the corresponding programs:

CAP:

Name of Jail

“CAP Street Arrest” = a CAP arrest without coordination with an LEA and the subject is not incarcerated

Name of LEA

JCART:

NAME of LEA

“JCART Street Arrest” an arrest without coordination with an LEA and the subject is not incarcerated.

VCAS:

Name of LEA

“VCAS Street Arrest” an arrest without coordination with an LEA and the subject is not incarcerated.

LEAR:

LEAR/Name of LEA

“LEAR Street Arrest” an arrest without coordination with an LEA and the subject is not incarcerated.

FUGOPS:

“Fugitive Operations”



- A. [redacted] and enter the immigration status
- B. [redacted] until the Site is selected (Ensure that “T” is selected)
- C. [redacted] and select the appropriate landmark.
- D. [redacted] **“NON INS LAWS- OFFENSE”** [redacted]

1. Officers are to determine the level of severity of the charge/conviction that led to the encounter, issuance of the charging document and arrest.
 - 1-NCIC Level 1 – major drug offenses and violent offenses such as murder, manslaughter, rape, robbery, and kidnapping.
 - 2-NCIC Level 2 – minor drug offenses and mainly property offenses such as burglary, larceny, fraud, and money laundering.
 - 5-NCIC Level 3 – all other offenses.
 - N-None
 - 4-Traffic DUI – Select if encountered specifically due to a DUI Charge.
 - 3-Traffic – Select if encountered specifically for a traffic citation.

*Officers are to use only these codes for severity level determination

(b)(7)e



E. Using the drop down arrow select the appropriate severity level above.

F.

- A-Aggravated Felony
- F-Felony
- M-Misdemeanor
- N-None
- T-Traffic

G. Select the degree that corresponds with the severity level selected for the offense,
Click OK

(b)(7)e



Criminal Statistics:

CAP, VCAS, LEAR, JCART and FUGOPS officers are to ensure that all criminal statistics are inputted correctly in the ENFORCE system. In order to satisfy the minimum standard that is necessary to comply with the memorandum titled "Criminal Alien Statistics" signed by DRO Director James T. Hayes Jr. on August 29, 2008, officers are to utilize the "criminal record" box to notate if the subject found removable is a convicted criminal or not.

1. Finish processing the subject
2. Press the Pinter Icon in the menu bar
3. Select the I-213
4. If the subject is a convicted criminal select the "criminal record" box. If the subject is not convicted of a crime DO NOT select the box.

(b)(7)e



Rapid Removal of Eligible Parolees Accepted for Transfer (REPAT):

ICE Rapid REPAT is another law enforcement tool available that assists in ensuring that all criminal aliens serving criminal sentences are identified and processed for removal prior to their release from state custody. The identification and processing of incarcerated criminal aliens prior to release reduces the burden on the taxpayer, and ensures that criminal aliens are promptly removed from the United States upon completion of their criminal sentence. This program allows ICE to more effectively achieve its objective of identifying and quickly removing criminal aliens from the United States. ICE Rapid REPAT also allows ICE and participating States to reduce the costs associated with bed space.

When an alien is encountered based on a RAPID REPAT release, officers will ensure that it is notated in the alert section of the edit subject screen.

(b)(7)e



U.S. Immigration and Customs Enforcement

QUICK REFERENCE GUIDE *CAP/FUGOPS Specific*

It is imperative that these procedures are followed for all CAP/JCART/VCAS/LEAR cases. This will insure that DRO maintains data integrity in the management. Data quality errors will be published monthly. These errors will be corrected within seven days of receipt and notification of the correction will be forwarded to the CAP HQ mailbox along with the manager that is to be contacted if errors are found to be pending.

Guide prepared by:

Headquarters, Immigration and Customs Enforcement
Criminal Alien Program
Operations

For questions, please contact:

Unit Chief
DDQ



U.S. Immigration
and Customs
Enforcement

October 4, 2011

Interoffice Memorandum

MEMORANDUM TO FILE

FROM:

(b)(6), (b)(7)(C)

Deportation Officer
Atlanta Field Office

SUBJECT:

(b)(6), (b)(7)c

On September 22, 2011, (b)(6), (b)(7)c was encountered and taken into ICE custody without incident at the Carroll County Probation Office, 497 Rome Street Carrollton, Georgia, by ICE-ERO Deportation Officers (b)(6), (b)(7)c. This arrest occurred as part of Operation Cross Check. (b)(6), (b)(7)c admitted at the time of encounter that he was a citizen and national of Mexico who was issued a U-1 visa in 2008. Certified conviction documents were previously obtained that showed (b)(6), (b)(7)c was convicted in 2011 of Possession of Cocaine, which is a violation of his status pursuant to INA 237(a)(2)(B)(i). (b)(6), (b)(7)c was transported to the ICE-ERO-Atlanta Field Office for further processing.

(b)(6), (b)(7)c admits to being a citizen and national of Mexico who entered the United States at Atlanta, Georgia on or about 10/11/2007 as a non-immigrant, category B-2 (one entry). (b)(6), (b)(7)c was escorted into the U.S. at that time by an ICE Agent and the Clayton County District Attorney, as (b)(6), (b)(7)c witnessed the murder of his wife and was scheduled to testify for the prosecution. As a result of this event, (b)(6), (b)(7)c was authorized to change his status on September 16, 2008 to a non-immigrant, category U-1. To date, (b)(6), (b)(7)c has not adjusted his status to that of a Lawful Permanent Resident.

A review of the National Crime Information Center (NCIC) database reveals the following criminal record for (b)(6), (b)(7)c

- 02/12/2005 Carroll County, GA: Arrested for Driving While License Suspended or Revoked. Disposition: Unknown
- 06/20/2010 Bremen, GA: Arrested for Driving Without a Valid License. Disposition: Unknown
- 09/28/2010 Carrollton, GA: Arrested for Driving Without a Valid License. Disposition: 11/17/2010, Bond Forfeiture.
- 01/17/2011 Carrollton, GA: Arrested for Possession of Cocaine with Intent to Distribute. Disposition: 06/01/2011, Convicted of the lesser offense of Possession of Cocaine and sentenced to 3 years confinement with the condition that the sentence could be served on probation; Case (b)(6), (b)(7)c, (b)(7)c Certified Conviction Documents were placed in the alien file.

In issuing the Notice to Appear ("NTA") in this case, DHS/ICE has complied with the provisions of 8 U.S.C. 1367 [the confidentiality provisions of the Illegal Immigration Reform and Immigrant Responsibility Act of 1996].

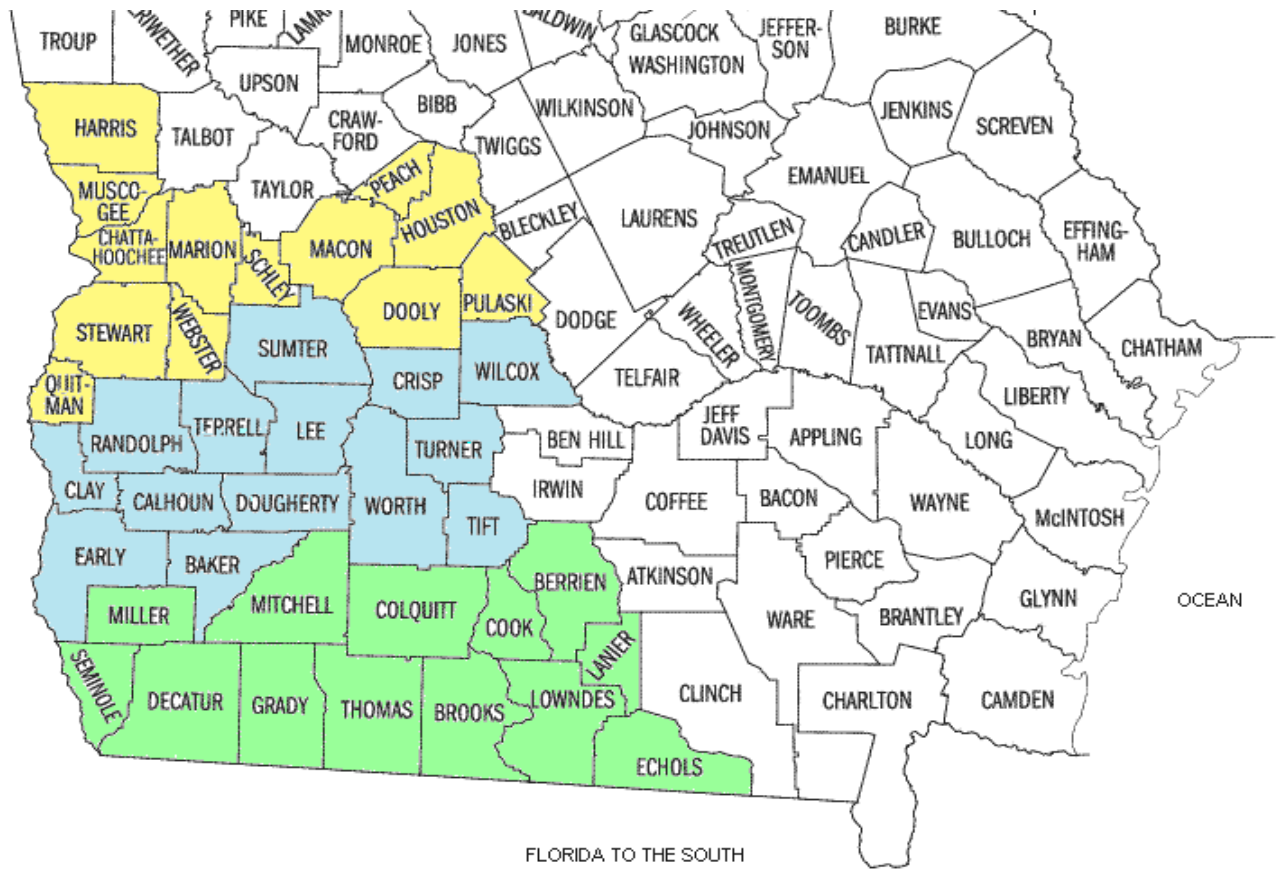
Signed

(b)(6), (b)(7)c

Deportation Officer

SDC AOR

A
M
A
T
O
T
H
E
W
E
S
T



(b)(6), (b)(7)c
 (229) 838-
 Harris County
 Muscogee County
 Chattahoochee County
 Stewart County
 Quitman County
 Webster County
 Marion County
 Schley County
 Macon County
 Dooley County
 Peach County
 Houston County
 Pulaski County

(b)(6), (b)(7)c
 (229) 838-
 Clay County
 Early County
 Randolph County
 Calhoun County
 Baker County
 Terrell County
 Dougherty County
 Sumter County
 Lee County
 Crisp County
 Worth County
 Wilcox County
 Turner County
 Tift County

(b)(6), (b)(7)c
 (229) 838-
 Seminole County
 Miller County
 Decatur County
 Mitchell County
 Grady County
 Thomas County
 Colquitt County
 Brooks County
 Cook County
 Lowndes County
 Berrien County
 Lanier County
 Echols County

Contact numbers:

FAX 229-838-1115 *This Fax number needs to be used when subject ready for release to Immigration Custody, Fax a copy of detainer with cover sheet stating subject is ready for release.

Duty phone for emergencies and after hours and weekends: 229-321-

Supervisor: Supervisory Detention and Deportation Officer **Desk 229-838-** **Cell 229-321-** **or inquiries or emergencies,**

South Georgia Duty Roster

Duty phone 229-321-1631

(PP 11) May 23, 2010 to June 5, 2010	IEA
(PP 12) June 6, 2010 to June 19, 2010	IEA
(PP 13) June 20, 2010 to July 3, 2010	IEA
(PP 14) July 4, 2010 to July 17, 2010	DO
(PP 15) July 18, 2010 to July 31, 2010	DO
(PP 16) August 1, 2010 to August 14, 2010	IEA
(PP 17) August 15, 2010 to August 28, 2010	IEA
(PP 18) August 29, 2010 to September 11, 2010	IEA
(PP 19) September 12, 2010 to September 25, 2010	IEA
(PP 20) September 26, 2010 to October 9, 2010	IEA
(PP 21) October 10, 2010 to October 23, 2010	IEA
(PP 22) October 24, 2010 to November 6, 2010	DO
(PP 23) November 7, 2010 to November 20, 2010	DO
(PP 24) November 21, 2010 to December 4, 2010	IEA
(PP 25) December 5, 2010 to December 18, 2010	IEA
(PP 26) December 19, 2010 to January 1, 2011	IEA

(b)(6), (b)(7)c

South Georgia Duty Roster

Duty phone 229-321-1631

(PP 1) January 2, 2011 to January 15, 2011	IEA
(PP 2) January 16, 2011 to January 29, 2011	IEA
(PP 3) January 30, 2011 to February 12, 2011	IEA
(PP 4) February 13, 2011 to February 26, 2011	IEA
(PP 5) February 27, 2011 to March 12, 2011	DO
(PP 6) March 13, 2011 to March 26, 2011	IEA
(PP 7) March 27, 2011 to April 9, 2011	IEA
(PP 8) April 10, 2011 to April 23, 2011	IEA
(PP 9) April 24, 2011 to May 7, 2011	IEA
(PP 10) May 8, 2011 to May 21, 2011	IEA
(PP 11) May 22, 2011 to June 4, 2011	IEA
(PP 12) June 5, 2011 to June 18, 2011	IEA
(PP 13) June 19, 2011 to July 2, 2011	DO
(PP 14) July 3, 2011 to July 16, 2011	IEA
(PP 15) July 17, 2011 to July 30, 2011	IEA
(PP 16) July 31, 2011 to August 13, 2011	IEA

(b)(6), (b)(7)c

South Georgia Duty Roster

Duty phone 229-321-1631

(PP 21) October 9, 2011 to October 22, 2011	DO
(PP 22) October 23, 2011 to November 5, 2011	IEA
(PP 23) November 6, 2011 to November 19, 2011	IEA
(PP 24) November 20, 2011 to December 3, 2011	IEA
(PP 25) December 4, 2011 to December 17, 2011	IEA
(PP 26) December 18, 2011 to December 31, 2011	IEA
(PP 01) January 1, 2012 to January 14, 2012	IEA
(PP 02) January 15, 2012 to January 28, 2012	IEA
(PP 03) January 29, 2012 to February 11, 2012	IEA
(PP 04) February 12, 2012 to February 25, 2012	DO
(PP 05) February 26, 2012 to March 10, 2012	IEA

(b)(6), (b)(7)c

Stewart Detention Center Criminal Alien Program (SDCCAP)

SDCCAP Area of Responsibility (AOR) would cover the south west region of Georgia. This would consist of Muscogee County, east to Houston County, then south to Lowndes County and west to the state line, Seminole County. SDCCAP will also cover the south east region of Georgia. This would consist of Twiggs County, east to Effingham County and all counties south. This region will be covered by the Immigration Enforcement Agents station at the Savannah office. These AOR will be outlined on the AOR map for Georgia.

SDCCAP will consist of (b)(7)e Immigration Enforcement Agents (IEA) that would each be responsible for a quadrant of the SDCCAP AOR. Thus far (b)(7)e IEA's have selected; the fourth will be selected in the next two weeks.
CAP IEA's

(b)(6), (b)(7)c

(b)(7)e Deportation Officer (DO) to handle prosecution cases and to assist the IEA's with case work. (If we are going to assume prosecution duties for our AOR.)

CAP DO

(b)(6), (b)(7)c

(b)(7)e Detention and Removal Assistant (DRA) to assist with administrative duties. The DRA can perform these duties as a collateral duty assignment. This can be with a DRA assign to the operation unit (no DRA assign to operations at this time) to assist in their administrative responsibilities or with a DRA assign to a docket unit.

CAP DRA

(b)(6), (b)(7)c

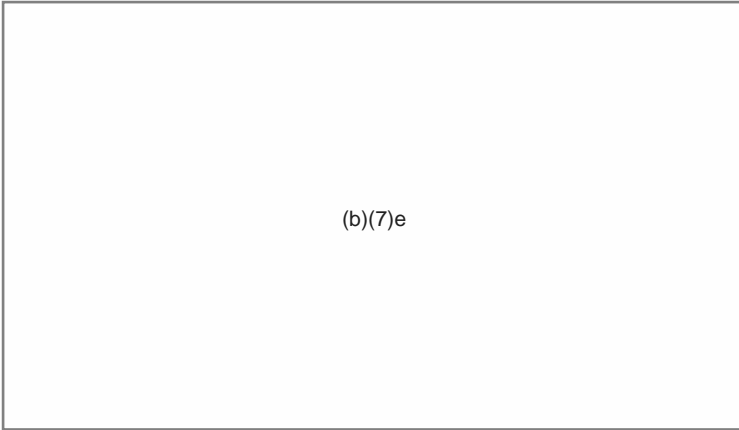
(b)(7)e Supervisory Detention and Deportation Officer (SDDO) to assign work, review files, ensure legal sufficiency, and for signature authority and to be the primary point of contact for County Sheriffs.

CAP SDDO

(b)(6), (b)(7)c

The SDCCAP will follow policies and procedures as outlined in the Criminal Alien Program, Atlanta field Office, Operational Guide July 2007. SDCCAP will prioritize conducting interviews telephonically. IEA and DO rotation will be on a yearly basis, with the IEA's rotating two every six months to overlap the rotation to continue continuity in the program.

Operational Needs



Office of Enforcement and Removal Operations

U.S. Department of Homeland Security
146 CCA Road
Lumpkin, GA 31815



U.S. Immigration and Customs Enforcement

Stewart Detention Center Monthly Report FY 2012

Report Date: October 09, 2012

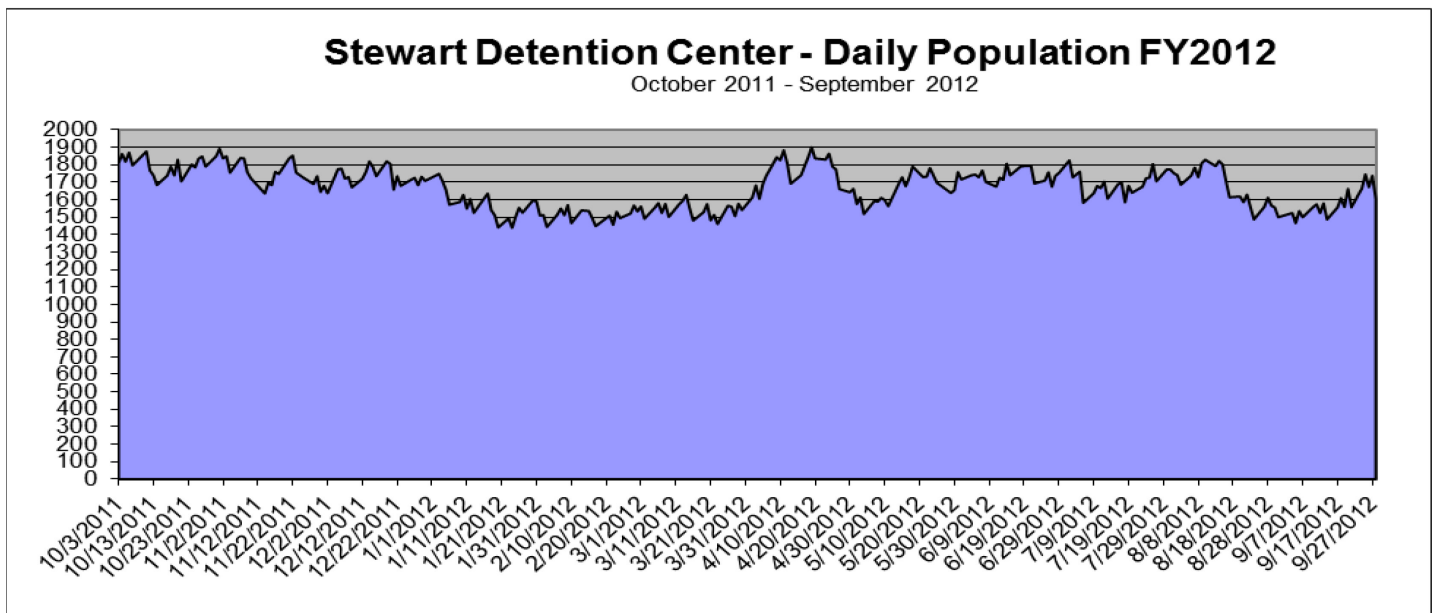
ICE 2012FOIA02544.002055

Overview

The Stewart Detention Center (SDC) is operated under an Intergovernmental Service Agreement (IGSA) between Stewart County, Georgia, and Immigration and Customs Enforcement (ICE). An IGSA provides a relationship that operates in a manner similar to contractual relationship but unique in that it is between governmental entities such as a State or County government and the Federal Government. The Stewart County government has a contract with Corrections Corporation of America (CCA) to operate the detention center in support of the IGSA requirements. ICE works together with CCA and the ICE Detention Services Manager (DSM) to administer the operations of SDC in a manner consistent with the ICE Performance Based National Detention Standards (PBNDS). ICE manages the legal and procedural aspect of the removal proceedings and provides IGSA compliance oversight as well as oversight of compliance with the ICE PBNDS.

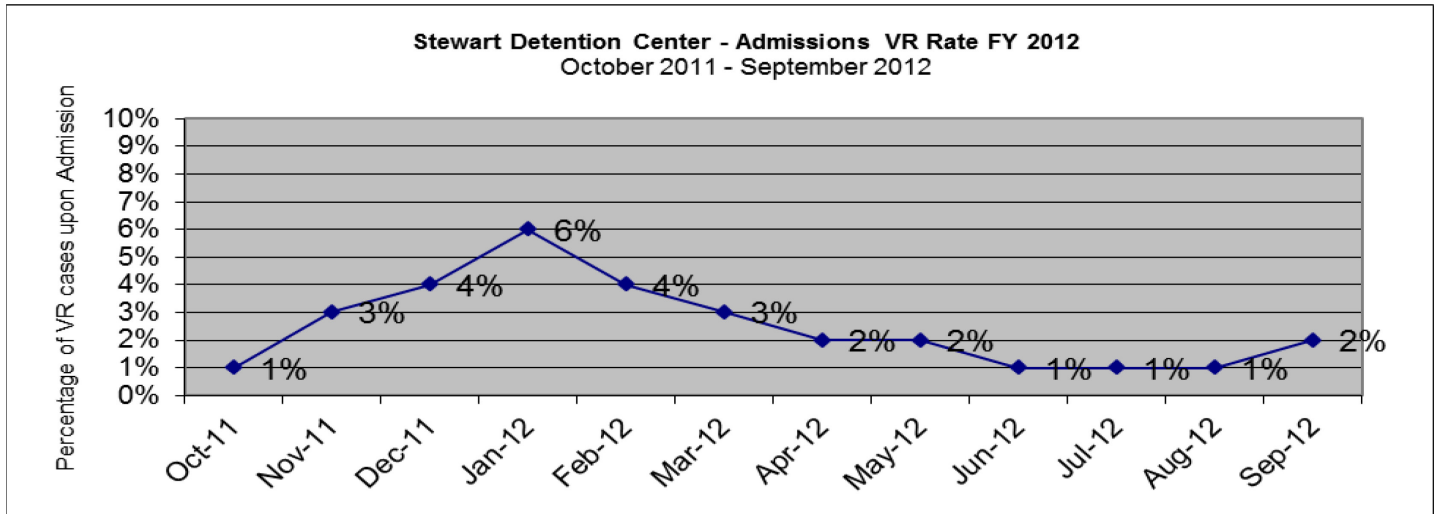
The SDC is currently ICE’s largest facility and has a history of successful audits and accreditations reflecting the SDC commitment to operate at or above the industry standard providing safe, secure, and humane detention for aliens illegally in the United States.

The SDC initially was designated an operational (rated) capacity of 1,524. On October 19, 2007, the rated capacity of the SDC was increased to 1,752 beds, and on December 12, 2008, the rated capacity of the SDC was increased to 1,924 beds. The Emergency Capacity is 2,000 beds. However, Emergency Capacity can only be maintained for a short duration of time, not to exceed two weeks. Operating at Emergency Capacity for any prolonged period (beyond 2 weeks) can be expected to put an unreasonable strain on the public utilities such as water and septic and has the potential to diminish the facility’s ability to comply with appropriate health and safety standards. The Average Daily Population for Stewart Detention Center during FY 2012 is 1,645 detainees.



During FY 2012, the overall Average Length of Stay (ALOS) was 35.7 days. This is a fairly significant decrease in ALOS from FY 2011, which was 39.4 days. The Air Operations Unit at Stewart removed 1,109 aliens via ICE Air during the month of September, bringing the total number of removals via ICE Air from Stewart Detention Center to 15, 841 for FY 2012.

In addition, Voluntary Returns (VR) continue to be a useful tool to decrease Executive Office for Immigration Review (EOIR) backlogs that delay cases and result in ALOS inefficiencies. The average VR rate upon admission into SDC for FY 2012 is 2%.



Areas of Concern:

As previously documented on the monthly briefing papers, staffing deficiencies at SDC remain an area of concern. (b)(7)e

(b)(7)e SDC was originally allotted with (b)(7)e Full Time Employees (FTE) IEAs, but are struggling to operate with only (b)(7)e IEAs, as HQ has rescinded (b)(7)e IEA FTE positions. Currently there are (b)(7)e IEA vacancies unfilled for SDC. The following are some of the effects from these losses until new IEAs can be hired. The McRae FCI in McRae, GA is currently understaffed by IEAs. There is still an immediate need for at least (b)(7)e however, assignment of a new officer from the existing pool of IEAs would erode our ability to meet current requirements. Other staff shortages would include (b)(7)e vacancies for the position of Enforcement and Removal Assistant (ERA). These substandard staffing levels at SDC put a strain on the staff and risk a drop in productivity due to the demanding workload.

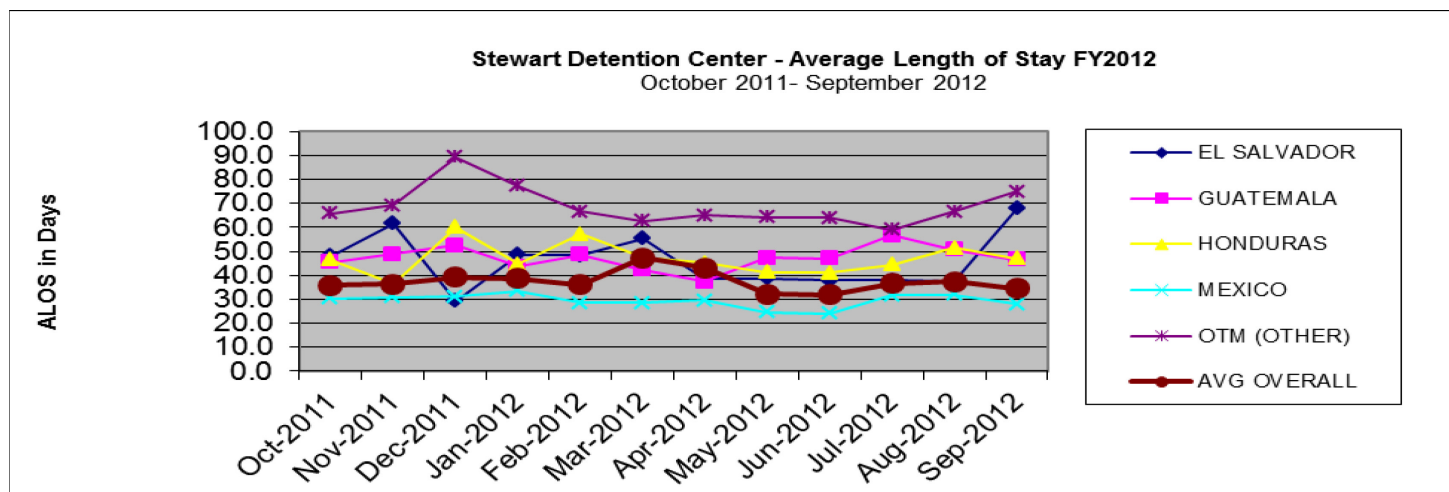
In a related matter affecting the SDC staff, Stewart CAP officers have still been on site as the ICE representative for some of the Institution Removal Program (IRP) hearings held in the last quarter of FY 2012, at the McRae FCI in McRae, GA. Any staffing proposal that would result in a long-term commitment of existing SDC staff to the IRP project could have a dramatic impact on our ability to maintain coverage for current requirements.

Efforts continue to improve the quality of incoming cases. As most cases come from within the Atlanta Field Office, it is imperative that other units within the entire Atlanta AOR are cognizant of the importance in ensuring that cases arrested within their AOR receive the highest level of quality control. As the primary source of detention and removals for the Atlanta Field Office, the management staff at SDC will make a concerted effort to work with other managers to ensure that all cases processed within the Atlanta AOR are completed in a manner consistent with the highest standards of quality and in accordance with administrative guidelines. As such, this effort must be ongoing and may require the oversight and guidance of the Field Office Director.

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Information provided by the Stewart OCC revealed that EOIR is still scheduling contested voluntary departure hearings several months into the future. It is an increasing concern that EOIR will continue to schedule merits hearings further down the calendar thus lengthening the time of detention and other related issues.

The tables below show the average length of stay (ALOS) for each month during and the overall for FY 2012.



Nationality	Oct-2011	Nov-2011	Dec-2011	Jan-2012	Feb-2012	Mar-2012	Apr-2012	May-2012	Jun-2012	Jul-2012	Aug-2012	Sep-2012	FY2012
EL SALVADOR	48.1	61.6	29.2	48.7	48.3	55.4	38.4	38.8	38.0	37.9	37.3	67.9	43.3
GUATEMALA	45.5	48.8	52.5	43.5	48.7	42.4	37.3	47.2	47.0	56.6	50.8	46.6	46.8
HONDURAS	46.4	36.5	60.0	44.8	57.2	47.5	45.1	41.4	41.0	44.4	51.4	47.1	45.8
MEXICO	30.4	30.9	31.0	33.5	28.5	28.6	29.5	24.7	24.0	31.7	31.9	28.0	30.1
OTM (OTHER)	65.9	69.2	89.2	77.2	66.7	62.6	65.1	64.2	64.0	59.1	66.7	75.0	69.0
AVG OVERALL	35.8	36.2	39.1	38.7	36.1	47.3	43.1	32.2	32.0	36.5	37.4	34.4	35.7

Intake/Admission Sources

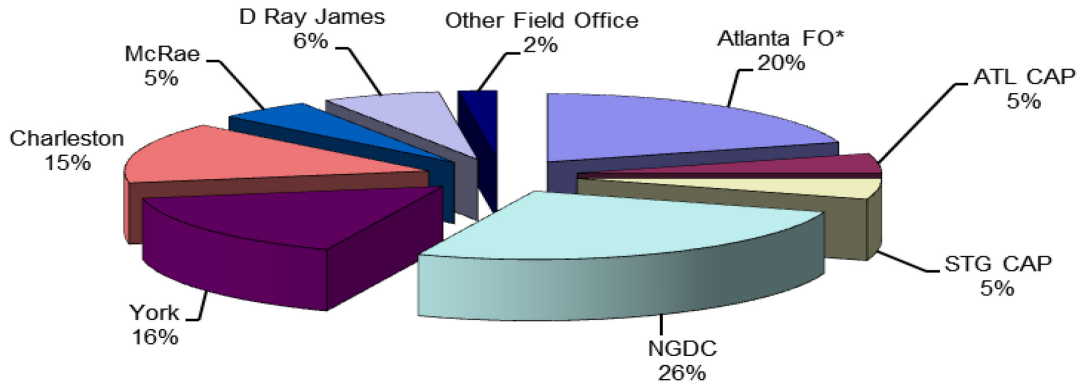
The following charts below show the majority of admissions are driven by 10 primary sources:

1. Atlanta Field Office*
2. North Georgia Detention Center
3. Charleston, SC
4. York, NC
5. STG CAP
6. McRae, GA (Federal release site)
7. D Ray James (Federal release site)
8. ATL CAP**
9. DOCC Flights/PATH Flights
10. Other Field Office Cases

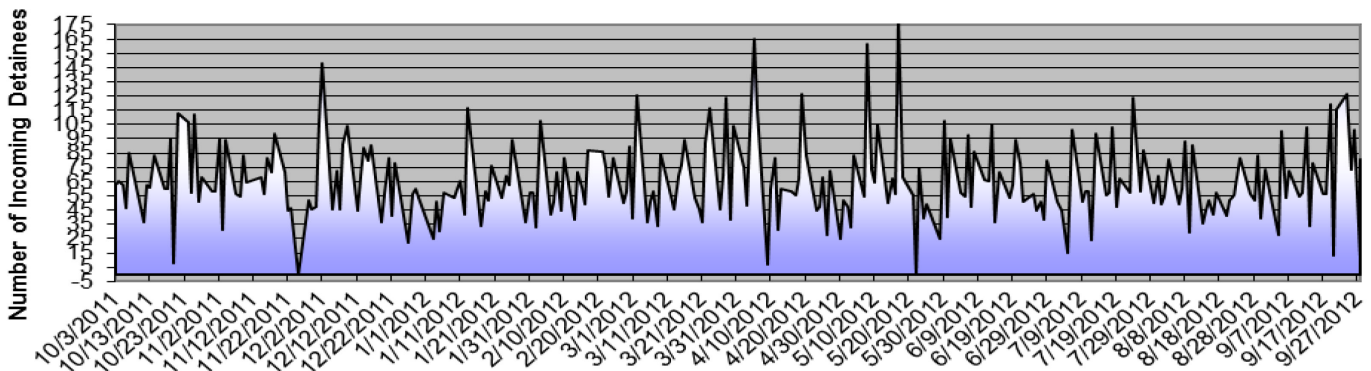
*Includes ICDC transfers

**Includes SAV CAP Cases

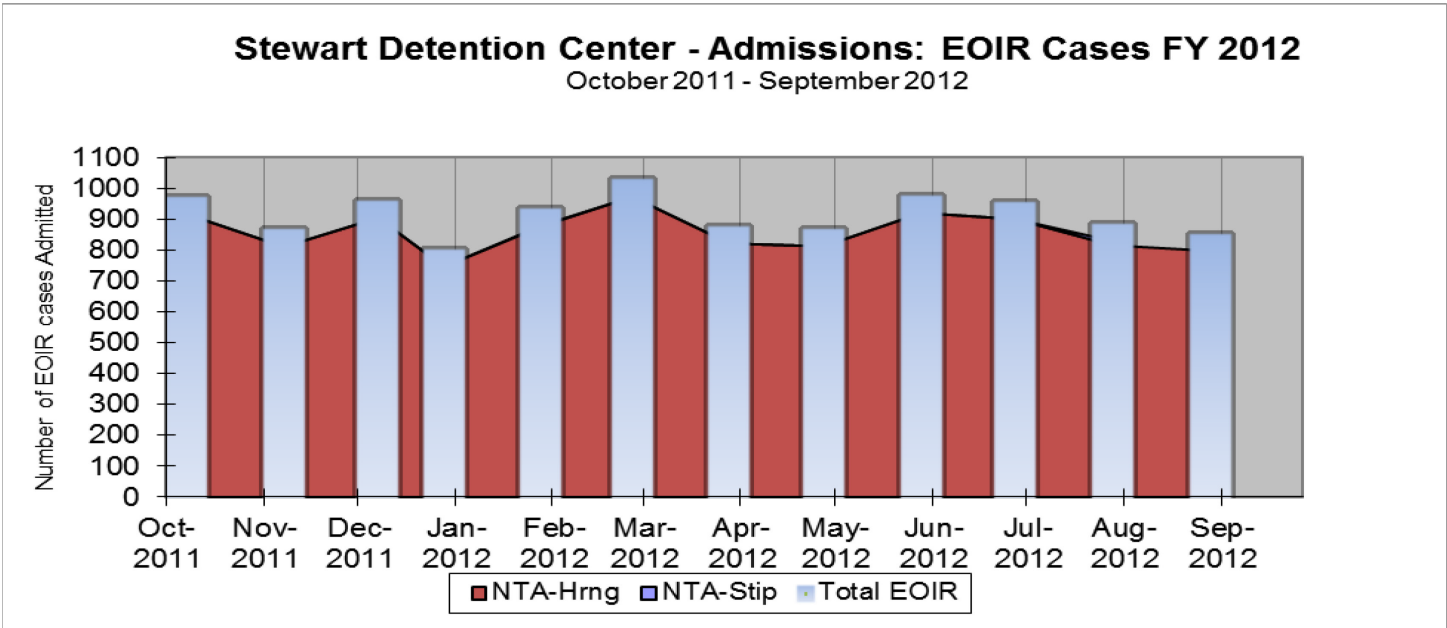
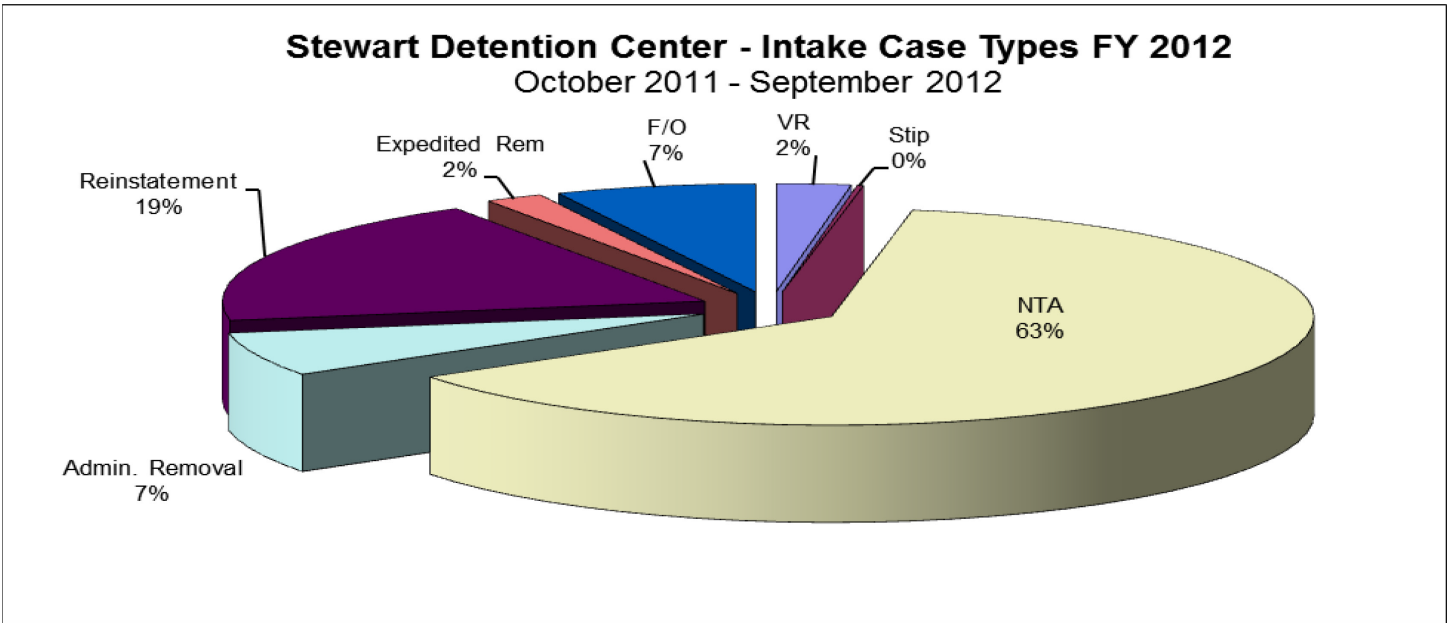
Stewart Detention Center - Intake Sources FY 2012
October 2011 - September 2012



Stewart Detention Center - Daily Intake FY 2012
October 2011 - September 2012



The chart below represents the various types of case classifications at the point of admission to the SDC during FY 2012, with the majority of the cases admitted (e.g. 70%) requiring adjudication by EOIR. As the “Admissions – EOIR Cases” chart below reflects, the number of Notice To Appear (NTA) cases arriving at SDC has been steadily significant totaling 10,306 for FY 2012.



Removals

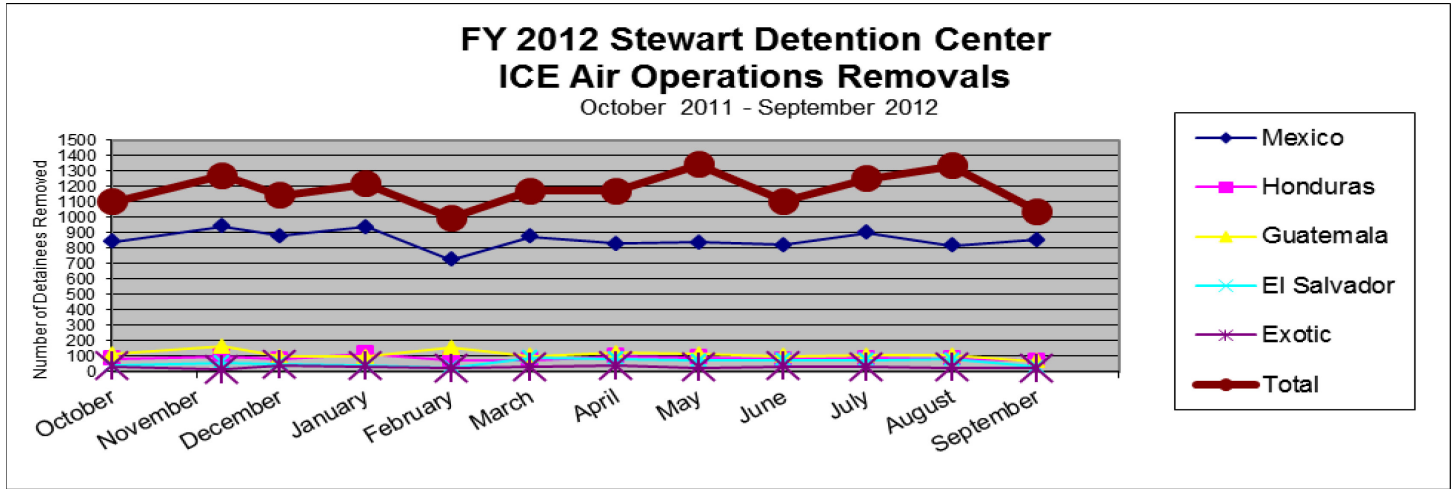
The SDC is located in close proximity to the Columbus Metropolitan Airport, which accommodates regular ICE/Enforcement and Removal Operations (ERO) Air Operations Unit (AOU) flights.

As SDC is located a long distance from any other commercial air transportation hubs, AOU flights are the most effective method to execute removals. For this reason, over 90% of our removals are AOU removals from the Columbus Metropolitan Airport.

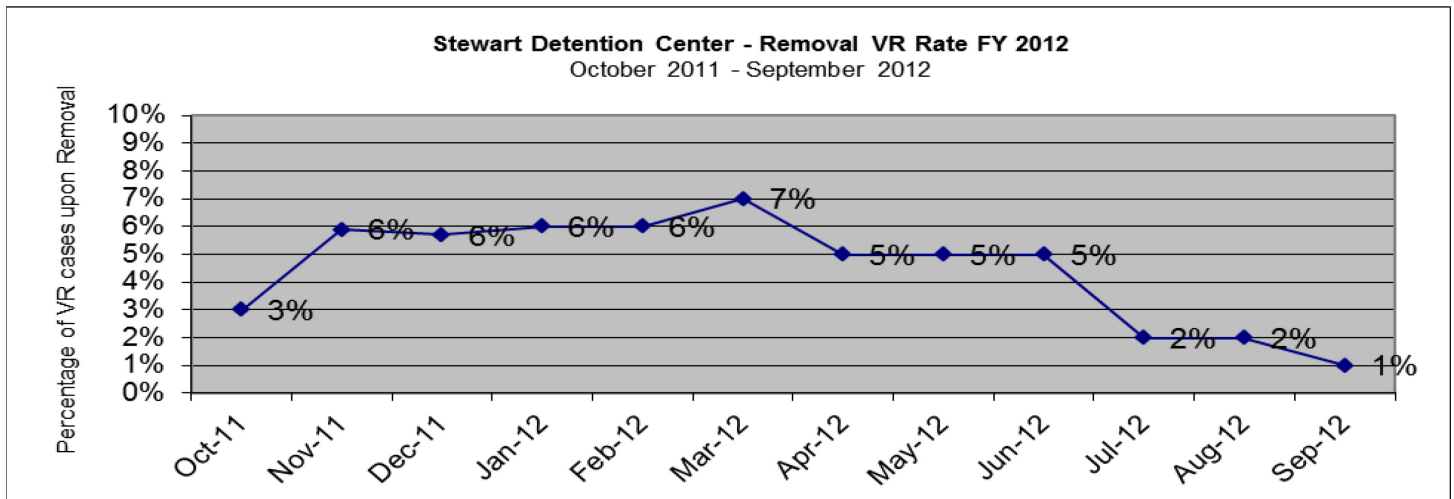
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During the month of September, SDC has completed 1,109 AOU removals to the countries of Mexico, Honduras, Guatemala, El Salvador and other countries. The total number of removals during FY 2012 via ICE Air from SDC is 15, 841.

Please note that our commercial airline removals are counted separately because they are added to the Atlanta Travel Unit removal statistics.



The FY 2012 VR rate for outgoing cases was 1%, as reflected below.



Significant Cases for FY 2012

The Stewart Detention Center is currently working many National Security Law Division cases, as in FY 2012, 8 National Security Law Division (NSLD) cases and 1,161 convicted aggravated felons were successfully removed from the United States.

Stewart Detention Center Criminal Alien Program (SDCCAP)

SDCCAP Area of Responsibility (AOR) covers the southwestern region of Georgia. This consists of Harris County - East to Twiggs County, then all counties south for a total of forty five counties.

SDCCAP southwestern regions are covered by [redacted] (b)(7)e

[redacted] (b)(7)e

[redacted] (b)(7)e all stationed at the Stewart Detention Center (SDC). SDCCAP has established contacts and liaisons that have resulted in the apprehension of criminal and fugitive aliens that pose a threat to the community.

Oversight for SDCCAP is conducted by [redacted] (b)(7)e assigned to SDC.

The SDCCAP follows policies and procedures as outlined in the Criminal Alien Program, Atlanta Field Office Operational Guide July 2007. SDCCAP prioritizes conducting interviews telephonically.

SDCCAP has the responsibility for McRae Federal Correctional Institution in McRae, GA, a Federal Immigration release sites.

During FY 2012, SDCCAP in conjunction with the Atlanta field office has successfully established an Institution Removal Program at the McRae FCI. Under this program, we have drastically shortened the length of detention for aliens being release to our custody with a final order.

In the month of September, SDCCAP apprehended 91 subjects to be placed in Immigration proceedings and located and arrested 1 fugitive alien, bringing this fiscal year's total to approximately 1,251 subjects and 41 fugitive aliens. SDCCAP strives to continue establishing contacts and liaisons with local agencies that result in these apprehensions of criminal and fugitive aliens that pose a threat to the community.

Medical Care

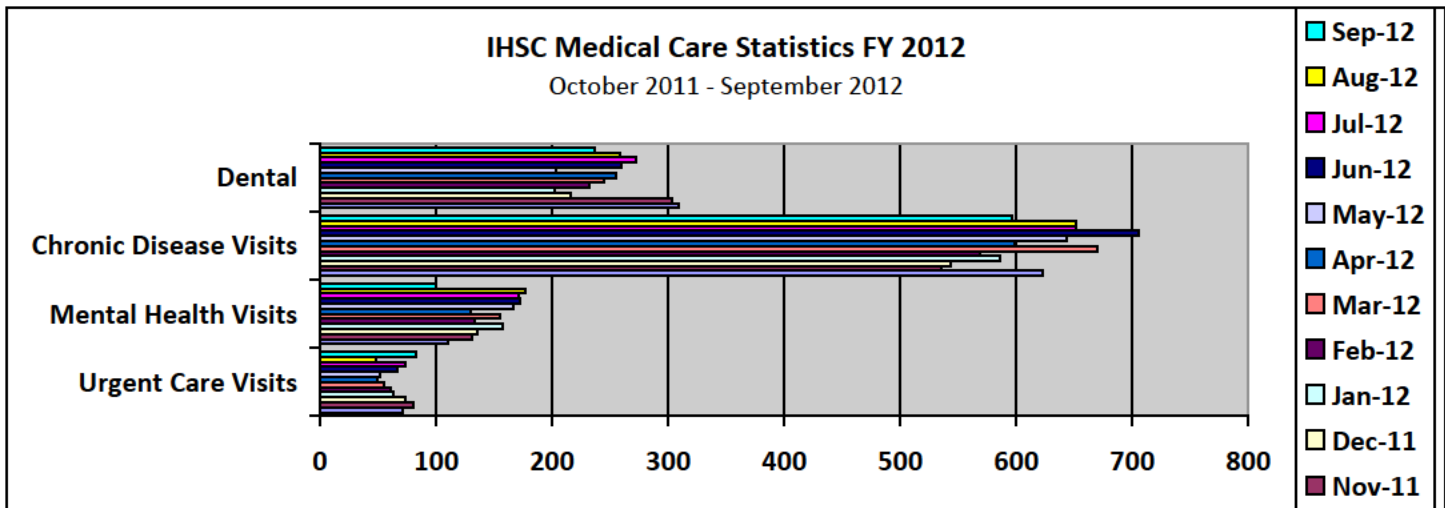
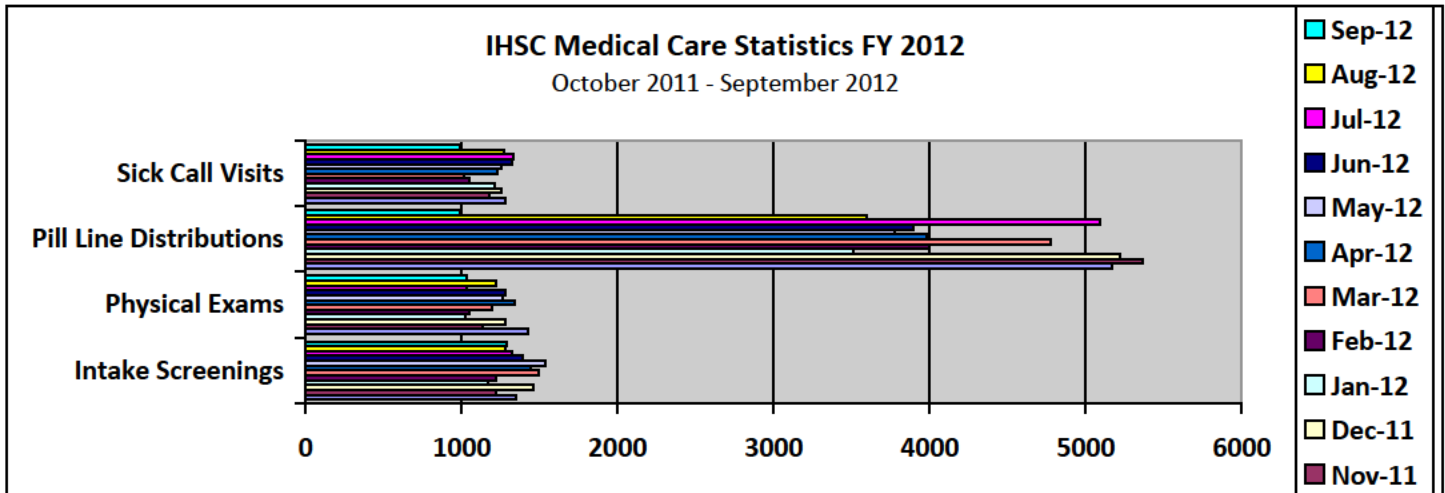
ICE Health Service Corps (IHSC) provides and/or arranges for health care services for aliens illegally in the United States that are detained by ICE. The IHSC relationship with the United States immigration law enforcement dates back to 1891 when the Immigration Act authorized the United States Public Health Service to examine and quarantine aliens at Ellis Island.

The IHSC health care system is a complex system that includes several distinct activities and services required by the Department of Homeland Security (DHS) to support the enforcement of immigration law and maintain national security. The system includes: Ambulatory care clinics, in-patient units, mental health units, and medical staging facilities co-located with Immigration Service Processing Centers and contract detention facilities; IHSC utilizes a managed care/utilization management system which arranges health services for aliens detained in over 500 federal, state, and local jails across the nation.

IHSC at the SDC presently has a nursing and mid-level provider staff level at [redacted] (b)(7)e there is [redacted] (b)(7)e vacancy in the mental health staff (LCSW, Psychologist, Psychiatrist), and a [redacted] (b)(7)e vacancy of Medical Doctors. While the lack of medical staff presents significant challenges, our Health Service Administrators continue to coordinate with

STEWART DETENTION CENTER – FY 2012 Briefing Paper

site medical staff, ICE, offsite Clinical Director and Field Medical Coordinator with our patient population and specialists in the private sector to provide the best health care possible and in a manner that complies with the PBNDS. The following graphs show the high health acuity level of our patients, at approximately 5, 306 combined encounters monthly 177 encounters/day with corresponding high levels of pill line medications dispensed. This high number of pill line medication along with the high chronic and urgent care encounters per month, totaling over 1, 016 further defines the high health acuity levels of incoming detainees at Stewart Detention Center. Coordination of health care with local managed care, IHSC Operations, AFOD, FOD, Field Case Managers, and the various jails and detention areas in Georgia and the Carolinas is of critical importance to all the shareholders as we continue to meet the health needs of our patients.



SDC Personnel/Staffing

The Stewart Detention Center staffing plan was based on the standard staffing/workload ratio for 1,750 detention beds, although we are currently funded for 1924 beds. (b)(7)e positions are assigned to support Stewart CAP, some of which are still assisting with the IRP site at the McRae FCI in McRae, GA, and while others have been on site for hearings in September as the ICE representative. Any staffing proposal that would result in a

STEWART DETENTION CENTER – FY 2012 Briefing Paper

long-term commitment of existing SDC staff to the IRP project could have a dramatic impact on our ability to maintain coverage for current existing requirements.

Stewart Detention Center Monthly Staffing Report:

<i>POSITION TITLE</i>	<i>ON BOARD</i>	<i>VACANT</i>	<i>DETAILED</i>	<i>TOTAL AUTHORIZED</i>
Detention and Removal Assistants	(b)(7)e			
Immigration Enforcement Agents				
Supervisory Immigration Enforcement Agents				
Deportation Officers				
Supervisory Deportation Officers				
Mission Support Specialists				
Assistant Field Office Director				
TOTALS				

(b)(7)e

United States
Immigration and Customs Enforcement
Office of Detention and Removal

CRIMINAL ALIEN PROGRAM

Atlanta Field Office



Operational Guide

July 2007

*The intention of this guide is to provide basic operational information for new ICE personnel assigned to the Criminal Alien Program. This information should be referred to as a "Guide" and shall not supersede any current operational policies set fourth by the office of Deportation and Removal or Atlanta Field Office. **This is only a guide.***



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1. Overview



The mission for the **Department of Homeland Security (DHS)** is to “lead the unified national effort to secure America” by preventing and deterring terrorist attacks, threats and hazards to the nation, and securing US borders. The **Immigration and Customs Enforcement Agency (ICE)**, as the largest investigative branch of DHS, seeks to effectively enforce immigration and customs laws and protect the US against terrorist attacks by targeting undocumented immigrants, who they consider to be “the people, money and materials that support terrorism and other criminal activities.”

The **Office of Detention and Removal (DRO)** the primary enforcement arm of ICE, seeks to remove all removable immigrants from the US, as outlined in their June of 2003 strategic plan called, “Endgame.” This plan lays the framework for “removing all removable aliens” by 2012 by through the development of enforcement and detention infrastructure and strategies. **The Criminal Alien Program (CAP)** focuses on identifying criminal aliens who are incarcerated within federal, state and local facilities thereby ensuring that they are not released into the community by securing a final order of removal prior to the termination of their sentence. The identification and processing of incarcerated criminal aliens prior to release reduces the overall cost and burden to the federal government as the number of aliens detained by U.S. Immigration and Customs Enforcement (ICE), upon expiration of sentence will be minimized.

2. Immigration Enforcement Agent



Immigration Enforcement Agents responsibilities include enforcement functions related to the investigation, identification, apprehension, arrest, prosecution, detention and deportation of aliens and the apprehension of absconders from removal proceedings.

You will assist in the processing and deporting or escorting of aliens to their country of citizenship. You will also perform such detention responsibilities as assuring their care (physical, mental and civil rights), counseling (personal and family matters), and supervising transport.

Additionally, you will arrest and process for removal any aliens encountered who are not authorized to be in or work in the United States.

Working environments range from federal facilities like correction centers to field work.

Core operating hours are from

(b)(7)e

(b)(7)e

3. Criminal Aliens: The Removal Process



The removal process involves four phases:

**Identification and Processing
Case Preparation
Administrative Proceedings and
Removal**

Aliens convicted of committing an **aggravated felony** are subject to removal. Depending on the immigration status of the criminal alien, the type of removal proceedings may be one of the following: administrative (**851**), reinstatement of a prior removal order (**871**), or a hearing before an immigration judge (**NTA**).

Administrative Removal: Under section 238(b) of the Act, no relief from removal exists once a case meets the criteria for administrative removal proceedings. Upon initiation of the proceedings, the criteria include that the individual must be an alien who is not a lawful permanent resident (LPR) and the individual must have a final conviction for an aggravated felony. When processing the alien for this procedure, each of these elements as well as the alien's identity must be established.

1. **Establish alienage.** An alien is any person who is not a citizen or national of the United States. In determining if a person is an alien, the INS officer (i.e. Immigration & Special Agent) must consider place of birth, the nationality of the person's parents at birth, and/or subsequent naturalization by the person or his parents. Those items that would cause an individual to be an alien must be explored during questioning. If the facts indicate that the person is an alien, they must be documented in a Record of Deportable/Inadmissible Alien (Form I-213), sworn statement, and printouts of records checks. The time and date that the alien was questioned should be noted on the Form I-213, and this evidence must be placed in the record of proceeding (ROP).

2. **Verifying immigration status** (not a LPR). In order to establish the alien's immigration status at the time the process begins, the alien must be interviewed and all pertinent INS records systems should be checked. All evidence collected must be placed in the ROP. The Form I-213, sworn statement, printouts of records checks, i.e. (b)(7)e systems, should be used as evidence that the alien is not a LPR. Evidence of LPR status is available both on INS automated record systems and hard copy A-files.

3. **Establishing conviction of an aggravated felony.** The record of conviction must be placed in the ROP. The types of documentary evidence constituting proof of conviction in immigration proceedings include the following:
 - a. A record of judgment and conviction;
 - b. A record of plea, verdict and sentence;
 - c. A docket entry from court records that indicates the existence of a conviction;
 - d. Minutes of a court proceeding or a transcript of a hearing that indicates the existence of a conviction;
 - e. An abstract of a record of conviction prepared by the court in which the conviction was entered, or by a state official associated with the state's repository of criminal justice records, that indicates the following: the charge or section of law violated, the disposition of the case, the existence and date of conviction, and the sentence; or
 - f. Any document or record prepared by, or under the direction of, the court in which the conviction was entered that indicates the existence of a conviction.

4. **Verifying identity.** When questioning the alien and checking records and documents to determine whether the case meets the criteria for administrative removal, special care must be taken to verify his identity. The encountering officer is responsible for making absolutely certain that all information is completely consistent and there is no question whatsoever about the identity of the person or upon whom the Notice of Intent to Issue a Final Administrative Removal Order (NOI) will be served.



The law specifically requires a determination for the record that the individual upon whom the NOI is served is, in fact, the alien named in the NOI. When the NOI is served in person, the INS officer serving the NOI verifies the identity of the person on whom it is served, and signs a statement to that effect in the Certificate of INS on the NOI.

The NOI shall set forth the preliminary determinations and inform the alien of the INS's intent to issue a **Form I-851-A**, Final Administrative Removal Order, without a hearing before an immigration judge. The NOI shall constitute the charging document.

The NOI shall include allegations of fact and conclusions of law. It shall advise the alien has the privilege of being represented at no expense to the government by counsel of the alien's choosing, as long as counsel is authorized to practice removal proceedings; may request withholding of removal to a particular country if he or she fears persecution or torture in that country; may inspect the evidence supporting the NOI; may rebut the charges within 10 calendar days after INS of such Notice (or 13 calendar days if Notice was by mail).

A **detainer** should be served on the appropriate authorities at the correctional facility after the INS officer verifies the identity and immigration status of a criminal alien amenable to removal.

Review for legal sufficiency. INS attorneys are available to provide advice regarding all aspects of cases being processed under Section 238(b) of the Act. Cases must be reviewed for legal sufficiency in accordance with outstanding instructions.



Executing final removal order of deciding INS officer: Upon the issuance of a Final Administrative Order, the INS shall issue a Warrant of Removal and be executed no sooner than 14 calendar days after the date the Final Administrative Removal Order is issued, unless the alien knowingly, voluntarily, and in writing waives the 14-day period at the time of issuance of the NOI or at any time thereafter and up to the time the alien becomes the subject of a Warrant of Removal. The warrant is served when the alien is released to the INS. The alien is taken into custody under the authority of a Warrant of Arrest issued by a deciding INS Officer (District Director, Assistant District Director for Deportation, IRP Director).

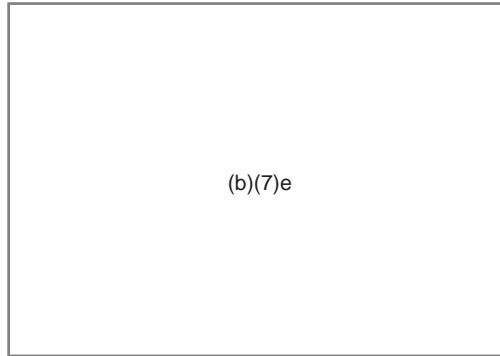
5. **Determining applicability of withholding of removal.** While no relief from removal is available in these proceedings, cases may arise in which removal to a particular country must be withheld under Article 3 of the Convention Against Torture and Other Cruel, Inhuman, or Degrading Treatment or Punishment (CAT). However, an alien sentenced to an aggregate term of imprisonment of at least five years for his aggravated felony conviction(s) is considered to have committed a particularly serious crime and statutorily ineligible for withholding of removal. In addition, Article 3 of the CAT prohibits an alien's removal to a country where he or she is more likely than not to be tortured. There are no exceptions to this prohibition. Therefore, an alien with an aggravated felony conviction(s) may be entitled to protection under Article 3, even if he or she has been sentenced to five or more years' imprisonment.

6. **Determining applicability of a waiver under Section 212(h) of the Act.** An alien in administrative removal proceedings under section 238(b) of the INA is ineligible to apply for any discretionary relief. However, the Board of Immigration Appeals held that an alien not previously admitted to the United States as a LPR is statutorily eligible to seek a section 212(h) waiver despite an aggravated felony conviction. Based on this decision, a NTA must be served on the alien to begin removal proceedings before an immigration judge (see Section on Hearings Before an immigration judge).

7. **Reinstatement of Final Orders:** Section 241(a)(5) of the Act provides that the Attorney General will reinstate (without referral to an immigration court) a final order against an alien who illegally reenters the United States after being deported, excluded, or removed from the United States under a final order. Before reinstating a prior order, the officer processing the case must determine:
 - A. that the alien believed to have reentered illegally was previously deported or removed from the United States. The processing officer must obtain the alien's A-file or copies of the documents contained therein to verify that the alien was subject to a final order and that the previous order was executed.

 - B. that the alien believed to have reentered illegally is the same alien as the one previously removed. If, in questioning an alien, he or she admits to being previously deported or removed, the Form **I-213** and the sworn statement must so indicate. If a record check or fingerprint hit reveals such prior adverse action, that information must be included in the INS file. The alien should be questioned and confronted with any relevant adverse information from the A-file, record check or fingerprint hit, and such information must be included in the **I-213** and sworn statement, if applicable.

If the alien disputes the fact that he or she was previously removed, a comparison of the alien's fingerprints with those in the A-file documenting the previous removal must be completed to document positively the alien's identity. The Forensic Document Laboratory via photo phone or a locally available expert must complete the fingerprint comparison.



- C. that the alien did in fact illegally reenter the United States. In making this determination, the officer shall consider all relevant evidence, including statements made by the alien and any evidence in the alien's possession. The immigration officer shall attempt to verify an alien's claim, if any, that he or she was lawfully admitted, which shall include check of INS data systems available to the officer.

In any case in which the officer is not able to satisfactorily establish the preceding facts, the previous order cannot be reinstated, and the alien must be processed for removal through other applicable proceedings, such as administrative removal under section 238 of the Act, or removal proceedings before an immigration judge under section 240 of the Act.

In all cases in which an order may be reinstated, the officer must create a record of sworn statement. The record of sworn statement will document admissions, if any, relevant to determining whether the alien is subject to reinstatement, and whether the alien expressed a fear of persecution or torture if returned on the reinstated order.

In addition to covering the normal elements (identity, alienage, and the required elements listed above), the sworn statement must include the following question and the alien's response thereto:

“Do you have any fear of persecution or torture should you be removed from the United States?”

If the alien refuses to provide a sworn statement, the record should so indicate. An alien's refusal to execute a sworn statement does not preclude the INS from reinstating a prior order, provided that the record establishes that all of the required elements discussed in the above paragraphs have been satisfied. If the alien refuses to give a sworn statement, the processing officer must record whatever information the alien orally provided that relates to reinstatement of the order or to any claim of possible persecution.



Once the processing officer is satisfied that the alien has been clearly identified and is subject to the reinstatement provision (and the sworn statement has been taken), the officer shall prepare **Form I-871**, Notice of Intent/Decision to Reinstate Prior Order. The processing officer completes and signs the top portion of the form, provides a copy to the alien, and retains a copy for the file. The officer must read, or have read the notice to the alien in a language the alien understands. The alien signs the second box of the file copy and indicates whether he intends to rebut the officer's determination. In the event that the alien declines to sign the form, the officer shall note the block that a copy of the form was provided, but that the alien declined to acknowledge receipt or provide any response. If the alien provides a response, the officer shall review the information provided and promptly determine whether reevaluation of the decision or further investigation is warranted. In not, or if no additional information is provided, the officer shall proceed with reinstatement based on the information already available.

Review for legal sufficiency. INS attorneys are available to provide advice regarding all aspects of cases being processed under Section 241a of the Act. Cases must be reviewed for legal sufficiency in accordance with outstanding instructions.

If, after considering the alien's response the processing officer is satisfied that the alien's prior order should be reinstated, the processing officer presents the **Form I-871** and all relevant evidence to a deciding officer for review and signature at the bottom of the form. A deciding officer is any officer authorized to issue a Notice to Appear, i.e. District Directors, Assistant District Director for Investigations, Officers-In-Charge, IHP Directors.

After the deciding officer signs the **Form I-871** reinstating the prior order, the INS shall issue a new Warrant of Removal, Form I-205, in accordance with 8 CFR 241.2. The officer should indicate on the I-205 in the section reserved for provisions of law that removal is pursuant to section 241(a)(5) of the Act as amended by the IIRIRA.

At the time of removal, the officer executing the reinstated final order must photograph the alien and obtain a classifiable rolled print of the alien's right index finger on the **I-205**. The alien and the officer taking the print must sign in the spaces provided. Once the final order has been executed, it must be attached to a copy of the previously executed documents, which establish the prior departure or removal. The officer executing the reinstated order must also serve the alien with a notice of penalties on **Form I-294**. The penalty period commences on the date the reinstated order is executed. Since this is his or her second (or subsequent) removal, the alien is subject to the 20-year bar, unless the alien is also an aggravated felon, in which case the lifetime bar applies. The officer should route the I-205 and a copy of the I-294 to the A-file. A comparison of the photographs and fingerprints between the original I-205 and the second I-205 executed at the time of reinstatement may prove essential in the event the reinstatement order is questioned at a later date.



4. Removal Hearing Initiation

(Section 240 of the Act):

There are three circumstances whereby a removal hearing may be initiated before an immigration judge:

1. If a Deciding INS Officer (District Directors, Assistant District Director for Investigations, IRP Director) finds that the record of proceeding, including the alien's timely rebuttal, raises a genuine issue of material fact regarding the preliminary findings of an alien who initially has been processed as an administrative removal, the deciding officer may issue a notice to appear to initiate removal proceeding under section 240 of the Act.
2. In general, all legal permanent residents are given the opportunity to present their case before an immigration judge.
3. Aliens who have entered without inspection (EWI) (section 212 of the Act) are entitled to a removal hearing before an immigration judge.¹⁷ To initiate a hearing before an immigration judge, written notice, referred to as a Notice to Appear (NTA) (**I-862**), is either given to the alien in person or by mail if not practicable.



5. Notice to Appear

The Notice to Appear or NTA is the document the government gives an alien and the court to explain why an alien should be removed from the United States. The NTA starts the case against that alien. ICE must serve an NTA within 72 hours of detention. The NTA is divided into two parts.

The first part which is labeled “**ALLEGATIONS**” has the alien’s name, the country they are from, and the date and manner they entered the United States. It also gives the factual basis or reason for an alien’s removal.

The second part is called “**CHARGES.**” It lists the sections of the law under which alien may be removed.

No hearing date may be scheduled earlier than ten days from the date the NTA (to allow sufficient time to obtain counsel and prepare for the hearing).

The NTA includes a waiver, which the alien may execute in order to obtain an earlier hearing date. This is located on the form I-862 under “Request for Prompt Hearing”.

Prior to serving the NTA to an alien, the following steps must be taken in each case referred to an immigration judge for a removal hearing:

1. Search for existing INS records in (b)(7)e or other appropriate automated systems. If an A-file exists, create a temporary file. If a file does not exist, follow local district procedures for creating an A-file.
2. Complete Form **I-213**, Record of Inadmissible Alien.
3. Complete Form **I-826**.
4. Complete applicable sections of Form **I-214**.
5. Provide photograph and fingerprints (2 sets) of the alien.
6. Review the A-file to ensure that necessary court records or other evidence needed for the hearing are available.



If the subject entered without inspection and was convicted of burglary, robbery, theft, or a crime of violence, with a sentence of less than a year a Notice to Appear (I-862) must be issued. If the sentence is over a year then a Notice of Intent to issue an Administrative Removal (I-851) should be issued

6. Mandatory Detention

- **Mandatory Detention** - The Immigration and Nationality Act and federal regulations state that the government must take into custody and hold an alien without bond if they have been convicted of certain removable offenses and released from jail after October 8, 1998. If they were convicted of a removable offense but not sentenced to jail (for example if they were sentenced to community service, probation, or a conditional discharge) they may still be eligible for bond. If they think that they are entitled to bond, they must write to the immigration court and ask for a “Joseph Hearing” where they can try to convince the judge that the mandatory detention law does not apply.
- Grounds for Mandatory Detention of Lawful Permanent Residents in the United States, Persons Who Have Overstayed Their Visa, or Persons Who Have Been Lawfully Admitted into the United States- If a subject was classified as a lawful permanent resident, visa overstay or was otherwise admitted into the United States in some manner, they may be subject to mandatory detention if they were released from jail after October 8, 1998, and convicted of any of the following crimes
- Two Crimes Involving Moral Turpitude (CIMT) at any time after your admission in the United States;
- An aggravated felony;
- A controlled substance offense (see Lopez vs. Gonzales in appendix)
- A Firearms offense.



• Grounds for Mandatory Detention for Lawful Permanent Residents Returning From a Trip

Abroad, Persons Who Entered Without Inspection (EWI), or Persons Seeking Admission into the United States: If you are a lawful permanent resident returning from a trip outside the United States or entered without inspection or are seeking admission into the United States, you may be subject to mandatory detention if you were released from jail after October 8, 1998, and convicted of any of the following crimes. (These grounds are explained in more detail in the section entitled Grounds of Removability Based on Criminal Convictions):

- One CIMT (which may be waived as a petty offense if they have no prior criminal history, the offense was not punishable by more than one year in jail and they did not serve more than six months in jail);⁶
- Controlled substance offense;
- Drug trafficking offense;
- Two or more offenses with aggregate sentence of 5 years incarceration;
- Prostitution;
- Domestic violence or violation of protection order.

7. Determining if an Alien is Removable



DEPORTABILITY V. INADMISSIBILITY: Under the Immigration and Nationality Act, non-citizens can be removed from the United States if they violate either the statutory grounds of “inadmissibility” or “deportability.”

The “inadmissibility” grounds apply to people who

- (1) make an initial application to enter the United States lawfully;
- (2) travel abroad as lawful permanent residents and get stopped by immigration on trying to reenter the country, or
- (3) are in the United States and make an application for legal status. The “deportability” grounds apply to people who have been legally admitted into the US as lawful permanent residents or visitors.

1. **CRIMINAL GROUNDS OF DEPORTABILITY:** An alien may be subject to removal on deportability grounds if you have been lawfully admitted into the United States and have been convicted of:
 - An aggravated felony;
 - A crime involving moral turpitude (CIMT) committed within five years of the date of admission and for which a sentence of one year or longer may be imposed;
 - Two CIMTs at any time after admission; A controlled substance offense (other than a single offense involving possession for one’s own use of thirty grams or less of marijuana);
 - Certain firearms offenses;
 - A crime of domestic violence (including violation of an order of protection).

There are also other grounds of deportability not mentioned above found in section 237 of the Immigration and Nationality Act. Each of the grounds of deportability listed above is discussed further below.

8. Aggravated Felonies

A conviction for an aggravated felony, or an attempt or a conspiracy to commit an act defined as an aggravated felony, has the most serious immigration consequences of any kind of conviction. An aggravated felony conviction will bar an alien from most forms of relief and will likely make an alien subject to mandatory removal. The term “aggravated felony” as used here is an immigration term and has no connection to the definition of a felony in state criminal law. A crime can be considered an aggravated felony even if it is a misdemeanor under state penal law. Whether a felony conviction under state law is an aggravated felony depends upon whether the federal law treats the crime as a felony. Consequently, an alien may be able to challenge the government’s allegation that they were convicted of an aggravated felony if the state definition of the crime differs from the federal definition of the crime.



Many crimes become aggravated felonies if the sentence is for one year or more, even if the sentence is suspended. Other crimes may be aggravated felonies no matter how long the sentence imposed.

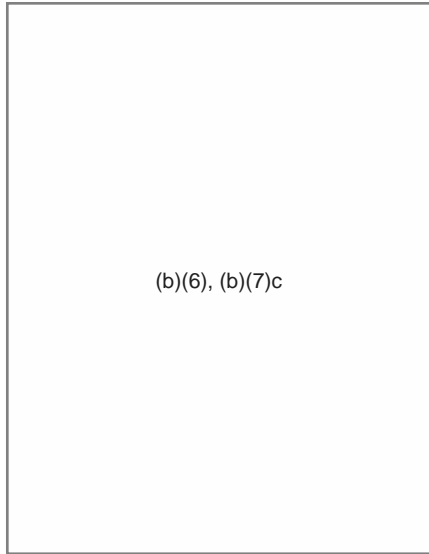
Types of aggravated felonies

- **Crimes of violence** for which the penalty imposed are at least one year (felony or misdemeanor). These are defined as (a) an offense that has as an element the use, attempted use, or threatened use of physical force against a person or property of another, or (b) any other offense that is a felony and that, by its nature, involves a substantial risk that physical force against the person or property of another may be used in the course of committing the offense;
- Murder;
- Drug Trafficking

- **Theft or Burglary** for which the penalty imposed is imprisonment for at least one year (felony or misdemeanor). Theft and burglary have been defined by federal courts

with reference to the federal definition of theft. It is sometimes possible to argue that a state offense does not fall within the generic definition of theft or burglary;

- Any Firearms Trafficking Offense (e.g., sale, distribution);
- Failure to Appear for Service of Sentence if the underlying offense is punishable for a term of five years, or more;
- A Conviction Related to Failure to Appear Before a Court on a Felony **Charge** for which a sentence of two years of imprisonment or more may be imposed;
- Rape;
- **Sexual Abuse of a Minor** (felony or class A misdemeanor) - State sex offenses involving a minor are not “sexual abuse of a minor” if they do not contain the same elements as the federal offense of sexual abuse of a minor;
- Crime of Fraud or Deceit, in which the Loss to the Victim Exceeds \$10,000
An offense is not a “fraud or deceit” offense unless fraud or deceit is a necessary or proven element of the crime;
- **Prostitution Business** - crimes related to owning, controlling, managing or supervising a prostitution business;
- **Crime Related to Commercial Bribery**, counterfeiting, forgery, or trafficking in cars with altered vehicle identification numbers (VIN), where the penalty imposed is imprisonment for one year or more (felony or misdemeanor);
- Crime Relating to Obstruction of Justice, Perjury or Subornation of Perjury, **or Bribery of a Witness**, where the penalty imposed is imprisonment for one year or more (felony or misdemeanor);
- Failure to Appear in Criminal Court for Felony Charge That Could Result in a **Sentence of Two or More Years**.



Crimes Involving Moral Turpitude (CIMT): Defined as crimes which are “inherently base, vile, or depraved, and contrary to the accepted rules of morality and the duties owed between persons or to society in general.” In general, crimes of moral turpitude fall into the following categories: i) crimes in which intent to steal or defraud is an element; ii) crimes in which bodily harm is caused or threatened, by an intentional or willful act; iii) crimes in which serious bodily harm is caused or threatened by a reckless act; or iv) sex offenses. They include—but are not limited to—aggravated assault, sexual abuse (even if it did not involve a minor), kidnapping, arson, malicious destruction of property, criminal possession of stolen property, bribery, forgery, any crime involving either theft (such as robbery, burglary or larceny) or fraud (such as welfare fraud).

Controlled Substances Offenses: This category includes any conviction for sale of a controlled substance, possession of a controlled substance



with intent to sell, or simple possession (only if in possession of cocaine base, flunitrazepam, or has repeat possession offenses, with the exception of a single conviction for possession of less than 30 grams of marijuana. Drug abuse or addiction (whether resulting in a criminal conviction or not) also renders a non-citizen removable.
*see Lopez vs. Gonzales

Firearms: As previously noted, any firearms trafficking offense is an aggravated felony, subjecting a non-citizen to mandatory removal. However, any conviction for mere possession of a firearm, including a class a misdemeanor, renders a non-citizen removable. Note that this ground of Removability refers to firearms and not weapons in - general. In some instances, a challenge can be made that an alien cannot be removed because the particular statute under which he/she was convicted is “divisible” because it includes other types of weapons. The government must then prove with the record of conviction that the weapon was a firearm and not any other type of weapon.

Domestic Violence & Stalking: Convictions in this category include crimes involving domestic violence, stalking, or child abuse, neglect or abandonment. An alien may be able to challenge this charge if the government cannot prove there was a relationship between the alien and the victim that falls within the definition in the immigration law.

Violation of Orders of Protection: Any conviction that constitutes an admission to violating an Order of Protection renders an alien removable if committed at any time after entry, no matter what the actual sentence is.

9. Criminal Grounds of Inadmissibility

CRIMINAL GROUNDS OF INADMISSIBILITY: An alien may be subject to removal on inadmissibility grounds if they entered without inspection (EWI) and/or were convicted of certain crimes or admit to having committed these crimes:

- A controlled substance offense;
- A crime involving moral turpitude (CIMT) subject to the petty offense exception.

Each of these grounds of inadmissibility is discussed further below.

Controlled Substances Offenses: Note that unlike the controlled substance ground of deportability there is no exception for a single conviction for possession of less than 30 grams of marijuana.

Crimes Involving Moral Turpitude: Defined as crimes which are “inherently base, vile, or depraved, and contrary to the accepted rules of morality and the duties owed between persons or to society in general.” In general, crimes of moral turpitude fall into the following categories:

- i) crimes in which an intent to steal or defraud is an element;
- ii) crimes in which bodily harm is caused or threatened, by an intentional or willful act;

- iii) crimes in which serious bodily harm is caused or threatened by a reckless act; or iv) sex offenses. They include—but are not limited to—aggravated assault, sexual abuse (not involving a minor), kidnapping, arson, malicious destruction of property, criminal possession of stolen property, bribery, forgery, any crime involving either theft (such as robbery, burglary or larceny) or fraud (such as welfare fraud). There are two exceptions to this ground of removal:



- **Petty Offense Exception:** There is an exception that bars removability based on a CIMT if an alien has been convicted of only one CIMT. In order to fall within this exception the maximum penalty possible for the crime cannot exceed one year in prison and was not sentenced to a term of imprisonment of more than 6 months;
- **Crime Committed When an Alien Was under 18.** Another exception is if the was convicted of only one CIMT which was committed when the alien were under 18 years old, and the crime was committed more than 5 years before an application for admission.

10. Reentry

If an alien illegally re-enters the United States after having been ordered removed and is re-detained, the alien may be subject to criminal prosecution and prison for as much as twenty years depending on the basis of the original removal order.



Information Systems

Once a person is removed, they are barred from returning to the United States for a period of time, depending on the basis for removal.

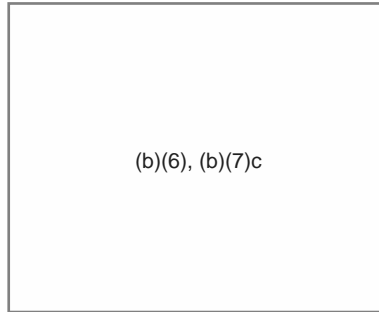
- Ordered removed on inadmissibility grounds
(other than a controlled substance offense) 5 years
- Ordered removed on deportation grounds
(other than an aggravated felony) 10 years
- Two orders of removal 20
years
- Failure to attend removal proceedings 5
years
 - Ordered removed for an Aggravated
Felony or controlled substance offense permanent

Waivers are available to allow certain kinds of re-entry despite these bars.

If an alien illegally re-enters the United States after having been ordered removed and is re-detained, the alien may be subject to criminal prosecution and prison for as much as twenty years depending on the basis of the original removal order.

11. Information Systems

Law Enforcement Support Center (LESC)



The purpose of the **Law Enforcement Support Center (LESC)** is to provide timely information on aliens suspected of criminal activity and status information of aliens under arrest. The information is utilized for investigative purposes, and by correctional departments for identification and background data on subjects, and as a system to notify INS of a subject's incarceration or placement on probation. The staff queries INS databases and responds to the requesting law enforcement agency. The Center operates on a 24 hour, seven day a week basis. The LESK is currently located in South Burlington, Vermont

(b)(6), (b)(7)c

Because of the sensitive nature of the information to be provided by the LESK, only agencies authorized to request criminal record information over NLETS will be authorized to access the LESK. NLETS will reject messages from ORI's that have not been authorized.

- A large rectangular box with a black border, positioned to the right of a bullet point. Inside the box, the text "(b)(7)e" is written in a standard black font.

- A rectangular box with a black border, positioned to the right of a bullet point. Inside the box, the text "(b)(7)e" is written in a standard black font.

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- (b)(7)e

All queries sent to the LESC must contain AT LEAST the required information. Any optional information supplies in the query will increase the probability of finding a positive record and enable a more informative response to be sent.

The operations staff at the LESC will extract information from the various INS indices and reformat it into a response that is understandable by those unfamiliar with INS nomenclature and formats. Users should recognize that since the search process is not fully automated, response times may be slow. Twenty minutes is not unusual. The system will, however, provide a computer-generated message acknowledging receipt of your inquiry within 15 seconds of receipt by the LESC. Responses will vary in format. Users should carefully read the full response to ascertain what action is necessary based on the information provided.

12. Unlawful Presence

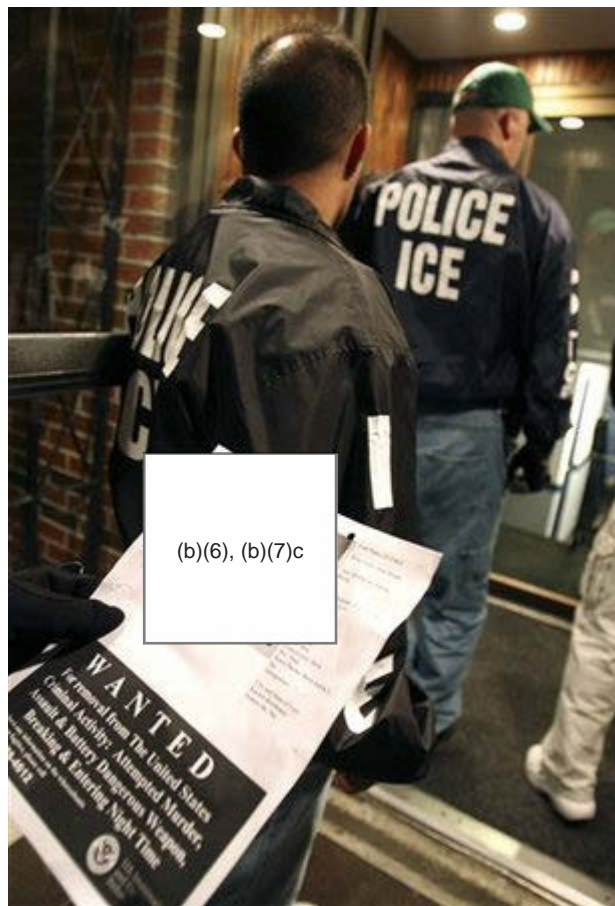
If an alien overstays his/her visa or has entered the United States without inspection since April 1, 1997, he/she may begin to accrue “unlawful presence.”

Once they have accrued 180 days of unlawful presence, they will be subject to a three year bar to admission from the U.S.

If they accrue one year of unlawful presence they will be subject to a ten year bar to admission. This means that if they leave the United States and then attempt to reenter lawfully, they will not be allowed to do so for three or ten years.

Note

that unlawful presence does not begin to accrue until after you turn 18 years old.



13. Typical Daily Operations

This is an outline of typical daily activities of Immigration Enforcement Agents assigned to the Criminal Alien Program. Actual activities vary according to the jail assigned.

1. Agent obtains jail arrest reports.
 - a. Identify possible foreign born nationals.
 - b. Run record checks (b)(7)e
 - c. (b)(7)e Assemble interview packets that include arrest/booking report, record checks, blank I-213, print card and arrest photo if available.
2. Conduct jail interview.
 - a. Establish alienage.
 - b. Verify identity.
3. Generate and submit detainer with detention facility.
4. Submit fingerprints to AFIS
 - a. If return is positive and A-file exists, request file transfer.
 - b. If return is negative, assign alien number from empty jacket.
5. Process alien in ENFORCE and assemble A-file.
 - a. Delay ENFORCE submission if 851 removal is expected.
6. Submit file for review by supervisor.
7. Serve alien charging documents when advised of pending release.
8. Submit pick-up request to transportation coordinator.
 - a. Include copy of I-213
 - b. Copy of Charging documents served (and signed)
 - c. Completed A-file
9. Update NFTS of file transfer.



14. Alien Escort Operations



It is the responsibility of the CAP personnel to participate in the transport aliens for a variety of purposes and to escort those aliens to accomplish specific tasks related to the mission of the Detention and Removal Section.

CAP program officers will be required to transport and escort aliens to and or from:

- ICE and non-ICE custodial facilities;
- shelters (Juvenile);
- Airports;
- courts;
- consulate offices;
- hospitals, doctor's office or other type of medical facility, and
- foreign and domestic destinations

You will also be required to transport and escort aliens through public access areas. It is very important to be as inconspicuous as possible.

Types of Escorts

Consular Presentations: The primary purpose in presenting an alien to his or her respective Consulate in the United States is to obtain a travel document.

Meet and Greet: This is a term used to describe the process of transferring an alien from one Field Office to another, or having another Field Office meet the flight of an alien being removed from the United States. This may be required if that aircraft must land within the United States prior to departing to a foreign destination.

Foreign Escorts: An alien, who is a criminal and/or mentally ill, is usually escorted when removed from the United States. Pursuant to Department of Homeland Security Guidelines, all United States

Verified departure: This term is used to describe the process of physically witnessing the departure of an “unescorted” alien. This activity is essential when a foreign escort has been deemed unnecessary but confirmation of departure from the U.S. is required.

Escort Typical:

PRIOR TO DEPARTURE

1. Receive notification of pending travel.
2. Receive Omega travel itinerary.
3. Conduct pre-escort removal duty checks.
 - Check to see if you were granted Country Clearance for this escort removal mission.
 - See if the Country Clearance cable states that any immunization shots are required before traveling to escorted destination. If the Country Clearance cable recommends immunization shots it is best to obtain them and avoid any problems, which may arise in that country or transit countries.
 - Ask whether this escort mission requires paper airline tickets or e-tickets.
 - Call the airline carrier 24 in advance to ensure that the flight will be departing as planned in the itinerary provided by Omega.
 - Ask to see Escort Threat Assessment form to become familiar with the deportee's behavioral issues such as escape risk, criminal background history and tendency toward violence.
 - Ask for background history on medical issues, which could be requested by the receiving country government officials before they will accept the deportee.
4. Obtain A-file for review and audit to self.

DAY OF DEPARTURE

5. Report to detention area with sufficient time to complete administrative paperwork.
6. Obtain document envelope containing property and various documents.
7. Complete I-205 and I-294 and place stapled copies in document envelope.
8. Ensure copies of shot records and country clearance forms are placed in document envelope.
9. Place signed original I-205 and I-294 in A-file.
10. Meet alien to be escorted at Inspections Orange Secondary at Hartsfield - Jackson Atlanta International Airport.
11. Escort alien to flight.
 - If only verifying departure, indicate so.

Table of Escort-Classification Categories

Group Descriptors	Level of Escort Required*
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(b)(7)e

pre-escort removal duty checks

* Check to see if you were granted Country Clearance for this escort removal mission.

* See if the Country Clearance cable states that any immunization shots are required before traveling to escorted destination. If the Country Clearance cable recommends immunization shots it is best to obtain them and avoid any problems, which may arise in that country or transit countries.

* Ask whether this escort mission requires paper airline tickets or e-tickets.

* Call the airline carrier 24 in advance to ensure that the flight will be departing as planned in the itinerary provided by Omega.

* Ask to see Escort Threat Assessment form to become familiar with the deportees' behavioral issues such as escape risk, criminal background history and tendency toward violence.

* Ask for background history on medical issues, which could be requested by the receiving country government officials before they will accept the deportee.

15. ENFORCE

Processing Procedures

(b)(6), (b)(7)c

Procedures of Aliens in the ENFORCE System and Other Procedures

There are two functions of the ENFORCE system:

1. To capture biographical and event information when a removable alien is encountered, and
2. To produce charging documents in removal proceedings.

The alien's status will often affect which series of processing screens is used in the ENFORCE system, which is why it is ***critical*** to know all pertinent factors about a removable alien before beginning from enforce.

Choosing Processing Series

The removable alien's status will determine the "flow" of screens used to process an alien. On the main ENFORCE screen the pull down menu will offer several "flows" for alien processing. The most commonly used will be "detained NTA" (Notice to Appear). Aliens subject to administrative removal or reinstatement of prior removal order will have a different series of processing screens. At the conclusion of processing, all aliens will be served a **Warrant of Arrest for Alien, (I-200)** and **Notice of Custody Determination, (I-286)**, both which can be completed and printed from ENFORCE.

Removal Proceedings

An alien is placed in removal proceedings by issuance of **Form I-862, Notice to Appear (NTA)** in Removal Proceedings, unless they are administrative removals or reinstatements of prior removal order. The NTA flow in ENFORCE will normally be the most commonly used one for the duty agent. The NTA begins the process for an alien to see an Immigration Judge.

The duty agent will most often encounter aliens who have entered the United States without inspection (EWI) and aliens who have entered the United States legally but have violate their status. These are separate charges, which should be listed on the Notice to Appear. Another common set of charges, which will be listed on the Notice to Appear, will relate to an alien's criminal history. Convictions for theft, fraud, domestic violence, drug possession, violence, firearms possession, sex crimes and many others may add additional charges against the alien on the Notice to Appear.

Aliens issued a Notice to Appear may also be eligible for bond. The minimum bond amount that can be set is

(b)(7)e

(b)(7)e

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\$1,500.00. Amounts are set based on the likelihood to appear at the hearing and maybe set higher for criminal history, false statements made during interview, no fixed address, escape attempts, etc.

Administrative Removal

Aliens are subject to Administrative Removal under Section 238(b) of the Immigration and Nationality Act when they meet two criteria:

1. They are **NOT** lawful permanent residents,
2. They have been ***convicted*** of a crime, which meets the definition of an ***aggravated felony***. Administrative Removals are **issued Form I-851, Notice of Intent to issue a Final Administrative Removal Order**; the administrative removal flow” in ENFORCE will allow this form to be filled in, and printed when processing is complete. Administrative removals are **NOT** issued a Notice to Appear

16. Duty Officer Responsibilities

- Duty officer is expected to at the duty desk from [redacted] (b)(7)e (calls may be forwarded to office desk).
- Detainers are expected to be placed on all deportable aliens unless otherwise stated by a supervisor.
- All received duty officer calls are to be noted in the duty log book.
- Each duty office is responsible for the follow up and processing of detainers that he/she filed for all facilities that don't already have assigned agents.
- All checks [redacted] (b)(7)e should be completed either by the officer or LESC before placing detainers.
- Empty jackets should be issued for all aliens without an A number.
- Each officer is responsible for knowing when he/she is the duty officer.



17. Logistics

Drug Crimes considered to be an Aggravated Felony

Aggravated felony drug trafficking under INA § 101(a)(43)(B) after Lopez v. Gonzales

The United States Supreme Court's decision in Lopez v. Gonzales changes what drug crimes may be considered aggravated felonies under INA § 101(a)(43)(B).

In short, the Supreme Court decided that for a drug crime to be an aggravated felony trafficking offense, it either has to be inherently a trafficking offense (e.g. possession with intent to distribute, manufacture, sell, etc.) or punishable as a felony under federal law, namely the Controlled Substances Act (CSA). The state classification of a drug offense as a misdemeanor or felony is irrelevant.

So, state and federal drug trafficking crimes (e.g. possession with intent to distribute, manufacture, etc) are still aggravated felonies.

State and federal simple possession crimes are NOT aggravated felonies with three explicit exceptions:

- 1) repeat possession offenses
- 2) possession of cocaine base *(crack cocaine)*
- 3) possession of flunitrazepam

All three of these crimes at either the state or federal level would still be aggravated felonies because all three are felonies under the CSA.

There is also a possible exception for a state crime in which an alien was convicted of simple possession but possessed such a large amount of the drug that an intent to traffic could be inferred. The end of the Supreme Court's opinion suggests that this situation probably would not be an aggravated felony, but it did not make a definitive finding on the issue; and, other parts of the opinion actually support an opposite conclusion. So, such a crime could still be considered an aggravated felony because it is arguably more analogous to the federal crime of possession with intent (an aggravated felony) than it is to simple possession (not an aggravated felony). However, in order to argue that such a crime could still be considered an aggravated felony, the record of conviction would have to indicate how much of the drug was at issue or otherwise give some indication that the crime could be considered trafficking under the CSA.

Finally, note that the Supreme Court's ruling only affects whether a drug offense is an aggravated felony under INA § 101(a)(43)(B). It does not affect any charges of removability related to drugs under INA §§ 212(a)(2)(A)(i)(II), 212(a)(2)(C) or 237(a)(2)(B)(i).

18. Common Immigration Terminology

Affidavit of Support: The federal Form I-134 or other legal statement of financial support upon which international offices rely to issue visa documents for international visitors.

Authorized Period of Stay: The length of time an international visitor is allowed to remain in the U.S. as determined by the U.S. Immigration and Naturalization Service and as stated on the Form I-94 Arrival/Departure Record.

Country of Birth: The country in which an individual is born. Citizenship is commonly determined by an individual's country of birth.

Country of Residence: The country in which an individual last established permanent residence. The country may or may not be the same as the country of birth or citizenship.

Employment Authorization: Permission to work inside the borders of the U.S. International visitors must always receive employment authorization to receive payment for services rendered while in the U.S. The type of authorization differs by visa status and by type of employment.

Form I-20: Certificate of Eligibility for international visitors who enter the U.S. in F-1 status as students to pursue degree seeking programs without governmental funding.

Form IAP-66: Certificate of Eligibility for international visitors who enter the U.S. to pursue educational exchange programs in J-1 visa status.

Form I-94: The Arrival/Departure Record that an international visitor receives upon entry into the U.S. which states the period of authorized stay granted the international visitor in the U.S.

INS: Abbreviation for the U.S. Immigration and Naturalization Service.

Port of Entry: The physical location where an international visitor enters the U.S. At the port of entry, INS and Customs Officials inspect visa documents and passports and, upon completion of inspection, grant the international visitor an appropriate visa status and I-94 document.

Visa Documents: The government documents (Form I-20, Form IAP-66, Form I-94, etc.) that verify an individual's visa status. All international visitors (except Canadians entering the U.S. as tourists) possess I-94 documents that state the visa status and the period of time they are allowed to remain in the U.S.

Visa Stamp: The stamp affixed to an international visitor's passport by the U.S. Consulate or Embassy overseas to allow the visitor to enter the U.S. The stamp is needed for entry purposes only and does not determine the international visitor's length of stay in the U.S. or the visa status.

Visa Status: The legal non-immigrant designation an international visitor holds while present in the U.S. This is indicated on the Form I-94.



U.S. Immigration and Customs Enforcement

September 15, 2011

Atlanta Field Office 287(g) Staffing Plan

PURPOSE:

The Atlanta Field Office (FAT) currently has thirteen (13) operational 287(g) programs and four (4) programs pending approval with ICE Headquarters within its Area of Responsibility (AOR). Historically the FAT has not been provided with the necessary positions to provide oversight to all of these programs and in order to comply with the Memorandums of Agreement; the field office has had to rely on Deportation Officers (DOs) and Immigration Enforcement Agents (IEAs) to provide oversight. Supervisory Detention and Deportation Officers (SDDOs) provide roving coverage on a collateral basis to some locations in addition to their other duties. The Office of Professional Responsibility (OPR) has cited the lack of full-time oversight/supervision as an area of concern at some of the 287(g) locations during the required 287(g) reviews.

Based on the guidance provided by HQ 287(g) (b)(7)e Supervisory Detention & Deportation Officer (SDDO) should be assigned per every (b)(7)e 287(g) Designated Immigration Officers (DIOs). The FAT also recommends that an (b)(7)e SDDO or Team Leader (DO) be assigned when the number of DIOs exceeds (b)(7)e. Additionally, the 287(g) programs in the AOR have produced significant increases in the number of aliens being placed into removal proceedings (over 11,000 in FY 2010 alone) yet no additional support positions have been provided to the 287(g) program. Therefore the FAT recommends that consideration be given to acquiring Detention and Removal Assistant (DRA) positions to ensure data quality and timely records maintenance. The FAT submits the following staffing plan.

The 287(g) Jail Enforcement Officer (JEO) Program breakdowns are listed below:

GEORGIA

1. Cobb County 287(g) Program
 - Currently ha (b)(7)e DIOs assigned to the program
 - Currently overseen by a reassigned DO fulltime
 -

(b)(7)e

- FY 2010 Cases Processed = 2,086
- FY 2011 Cases Processed (YTD) = 1,112
- FY 2010 Cases Removed/VR'd = 1,281
- FY 2011 Cases Removed/VR'd (YTD) = 527

- **Staffing Needed** – [(b)(7)e]

2. Gwinnett County 287(g) Program

- Currently has [(b)(7)e] DIOs assigned

- [(b)(7)e]

- FY 2010 Cases Processed = 2,544
- FY 2011 Cases Processed (YTD) = 2,805
- FY 2010 Cases Removed/VR'd = 1,745
- FY 2011 Cases Removed/VR'd (YTD) = 1,588

- **Staffing Needed** – [(b)(7)e]

3. Hall County 287(g) Program

- Currently has [(b)(7)e] DIOs assigned

- [(b)(7)e]

- FY 2010 Cases Processed = 756
- FY 2011 Cases Processed (YTD) = 621
- FY 2010 Cases Removed/VR'd = 514
- FY 2011 Cases Removed/VR'd (YTD) = 298

- **Staffing Needed** – [(b)(7)e]

4. Whitfield County 287(g) Program

- Currently has [(b)(7)e] DIOs assigned

- [(b)(7)e]

- FY 2010 Cases Processed = 803
- FY 2011 Cases Processed (YTD) = 483
- FY 2010 Cases Removed/VR'd = 601
- FY 2011 Cases Removed/VR'd (YTD) = 256

- **Staffing Needed** – [(b)(7)e]

NORTH CAROLINA

5. Alamance County 287(g) Program

- Currently has (b)(7)e DIOs assigned

- [Redacted] (b)(7)e

- FY 2010 Cases Processed = 293
- FY 2011 Cases Processed (YTD) = 259
- FY 2010 Cases Removed/VR'd = 197
- FY 2011 Cases Removed/VR'd (YTD) = 132

- **Staffing Needed** - [Redacted] (b)(7)e

6. Henderson County 287(g) Program

- Currently has (b)(7)e DIOs assigned

- [Redacted] (b)(7)e

- FY 2010 Cases Processed = 247
- FY 2011 Cases Processed (YTD) = 145
- FY 2010 Cases Removed/VR'd = 204
- FY 2011 Cases Removed/VR'd (YTD) = 87

- **Staffing Needed** - [Redacted] (b)(7)e

7. Wake County 287(g) Program

- Currently has (b)(7)e DIOs assigned with (b)(7)e nominees scheduled to attend IADP in FY12

- [Redacted] (b)(7)e

- FY 2010 Cases Processed = 1,817
- FY 2011 Cases Processed (YTD) = 1,171
- FY 2010 Cases Removed/VR'd = 1,276
- FY 2011 Cases Removed/VR'd (YTD) = 645

- **Staffing Needed** - [Redacted] (b)(7)e

NOTE: [Redacted] (b)(7)e

8. Mecklenburg County 287(g) Program

- Currently has (b)(7)e DIOs assigned with [Redacted] (b)(7)e scheduled to attend IADP in Oct 2011

- [Redacted] (b)(7)e

- FY 2010 Cases Processed = 2,055
- FY 2011 Cases Processed (YTD) = 1,441

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- FY 2010 Cases Removed/VR'd = 1,439
- FY 2011 Cases Removed/VR'd (YTD) = 746
- **Staffing Needed** - (b)(7)e

9. Gaston County 287(g) Program

- Currently has (b)(7)e DIOs assigned
- (b)(7)e
- FY 2010 Cases Processed = 325
- FY 2011 Cases Processed (YTD) = 234
- FY 2010 Cases Removed/VR'd = 230
- FY 2011 Cases Removed/VR'd (YTD) = 119
- **Staffing Needed** - (b)(7)e
- (b)(7)e

10. Cabarrus County 287(g) Program

- Currently has (b)(7)e DIOs assigned
- (b)(7)e
- FY 2010 Cases Processed = 218
- FY 2011 Cases Processed (YTD) = 130
- FY 2010 Cases Removed/VR'd = 168
- FY 2011 Cases Removed/VR'd (YTD) = 74
- **Staffing Needed** - (b)(7)e
- (b)(7)e

11. York County 287(g) Program (YORK IS IN SOUTH CAROLINA, but is overseen by the Charlotte, NC, office due to the close proximity)

- Currently has (b)(7)e DIOs assigned
- (b)(7)e
- FY 2010 Cases Processed = 185
- FY 2011 Cases Processed (YTD) = 173
- FY 2010 Cases Removed/VR'd = 131
- FY 2011 Cases Removed/VR'd (YTD) = 104

- **Staffing Needed** - [redacted] (b)(7)e
- [redacted] (b)(7)e

SOUTH CAROLINA

12. Charleston County 287(g) Program

- Currently has [redacted] DIOs assigned
- [redacted] (b)(7)e
- FY 2010 Cases Processed = 273
- FY 2011 Cases Processed (YTD)= 1,186
- FY 2010 Cases Removed/VR'd = 231
- FY 2011 Cases Removed/VR'd (YTD) = 803
- **Staffing Needed** [redacted] (b)(7)e (b)(7)e (b)(7)e

13. Lexington County 287(g) Program

- Currently has [redacted] DIOs assigned with [redacted] (b)(7)e scheduled to attend IADP in early FY12
- [redacted] (b)(7)e
- FY 2010 Cases Processed = 43
- FY 2011 Cases Processed (YTD)= 584
- FY 2010 Cases Removed/VR'd = 33
- FY 2011 Cases Removed/VR'd (YTD) = 410
- **Staffing Needed** - [redacted] (b)(7)e

NOTE: The four 287(g) programs pending approval with ICE HQ are listed below along with staffing needs if and when these locations are approved:

GEORGIA

- Rockdale County, GA
- Cherokee County, GA

-Staffing Needed- [redacted] (b)(7)e

North CAROLINA

- Forsyth County, NC

-Staffing Needed- [redacted] (b)(7)e

SOUTH CAROLINA

- Horry County, SC

-Staffing Needed- [redacted] (b)(7)e

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From: [redacted]
To: [redacted] (b)(6), (b)(7)c
Cc:
Subject: 287g ENFORCE changes FW: Updates to ENFORCE
Date: Tuesday, January 19, 2010 3:28:40 PM
Importance: High

Please forward to all CAP, 287g and other alien-removal-processing personnel. See below.

[redacted] (b)(6), (b)(7)c
Deputy Field Office Director
Immigration and Customs Enforcement
Detention and Removal Operations
Atlanta Field Office (GA, NC, SC)
404-893 [redacted] (b)(6), (b)(7)c

From: [redacted] (b)(6), (b)(7)c
Sent: Tuesday, January 19, 2010 12:37 PM
To: [redacted] (b)(6), (b)(7)c

[redacted] (b)(6), (b)(7)c

Subject: Updates to ENFORCE
Importance: High

This is just a heads up that with the Feb release of ENFORCE several changes will be made that affect 287(g).

- 1) the NCIC Level should appear in the narrative section of the I-213. This will allow for Supervisors to review the narrative and determine if the NCIC level is appropriate for the current encounter;
- 2) The NCIC level will be added to the SUBJECT screen. This will continue to be a mandatory entry for 287(g) users. It will also prevent individuals from adding a SUBJECT and then a detainer which by passes the NCIC Level all together;
- 3) A Direct Processing path will be added for 287(g) users. The DETAINER path will contain fields from the initial event screen and the subject screen and will allow for the creation of a detainer without having to use multiple screens.

Future projects. OSLC, DRO and SC are working to create a crime screen which will allow for the addition of Criminal Activity from ENFORCE. I will be involved in the development of the crime button. Once I have a better idea of how it will function and the requirements, I will let you know how it will impact the 287(g) program. Because 287(g) requires some type of criminal encounter to facilitate the encounter, it will more than likely become a mandatory entry.

(b)(6), (b)(7)c

OSLC - Program Manager
Statistics and Data Quality
816-467-
202-425-
(desk)
(blackberry)



U.S. Immigration and Customs Enforcement

March 24th, 2010

MEMORANDUM FOR: Felicia Skinner, Field Office Director

THROUGH: Official Channels

FROM:

(b)(6), (b)(7)c

Supervisory Detention & Deportation Officer,
Charleston, SC

SUBJECT: CAP Surge Operation, J. Reuben Long Detention Center

The Charleston, SC Criminal Alien Program (CAP) conducted a CAP Surge at the J. Reuben Long Detention Center located at 4150 J. Reuben Long Avenue Conway, SC. The CAP Surge began on May 21st, 2010 at (b)(7)e and ended at (b)(7)e on May 23rd, 2010. We provided 24hr coverage for two days. I assigned officers to two 12hr shifts per day. Each shift was comprised of (b)(7)SDO, (b)(7) and (b)(7)IEA'S for a total of (b)(7)e officers. Our Transportation needs were met by (b)(7)e of the (b)(7)e IEA'S on shift and when not transporting aliens they processed cases.

We identified and processed 24 criminal aliens that are amenable to the removal process that we would not have encountered without the CAP Surge Operation and processed 17 that were previously identified and had detainers placed but were not processed yet. 41 total cases were processed during the 48 hour period

A steady influx of illegal criminal aliens in the surrounding counties (Horry, Florence, Georgetown, Marion and Dillon) put a large number of criminals in the J. Reuben Long Facility. The preliminary conclusion from this 48 hour CAP Surge Operation is that a full time ICE presence is needed at the J. Reuben Long Detention Center (b)(6), (b)(7)c



U.S. Immigration
and Customs
Enforcement

July 7, 2010

MEMORANDUM FOR:

(b)(7)e

Acting Unit Chief
CAP Operations

FROM:

 Felicia S. Skinner
Field Office Director
Atlanta Field Office

SUBJECT:

DeKalb County Jail CAP Surge Operation - AAR

The Atlanta Field Office conducted a Criminal Alien Program (CAP) Surge Operation at the DeKalb County Jail from June 16th through the 30th, 2010. Staffing was comprised of Enforcement and Removal Operations (ERO) personnel from the field office and (b)(7)e additional ERO detailees. Throughout the duration of the operation, ERO personnel provided twenty-four hour coverage, enabling us to provide one hundred percent screenings of existing inmates as well as newly arrested inmates. All inmates were screened for alienage and removability by ERO personnel after initial book-in. ICE detainees were lodged on foreign nationals amenable to removal proceedings. Those released to ERO custody during the operation were administratively processed and detained in ICE custody at the Stewart Detention Center or the Etowah County Detention Center.

The current average daily population for the DeKalb County Jail is three thousand four hundred and three (3,403), with an average daily foreign born population of three hundred (300). The final statistics compiled during the course of the operation are as follows:

STATISTICS

- 3,403 screenings
- 221 removable aliens identified and processed
 - 10 Voluntary Returns
 - 193 NTA's (5 Stip.'s)
 - 2 Administrative Removals
 - 6 Final Orders
 - 10 Re-Entries

The CAP Surge Operation was deemed a success. Although the DeKalb County Jail is an operational Secure Communities site, this operation enabled us to clear the entire facility and see the benefit of having personnel actively monitoring all cases. It should be noted that only 8 cases encountered through the surge operation would have also been identified as SC Level 1 cases with positive hits due to their prior immigration history. The surge also identified 24 additional Level 1 cases that would not have been positively identified through Secure Communities, due to their lack of previous encounters.

U.S. Department of Homeland Security
180 Spring St S.W.
Atlanta, GA 30303



U.S. Immigration
and Customs
Enforcement

June 16, 2010

To: *fo* Felicia Skinner (b)(7)e *Acting FOD*
Field Office Director
Atlanta, Georgia

Through: Official Channels

From: (b)(6), (b)(7)c
Supervisory Detention and Deportation Officer
Charlotte, North Carolina

Re: Forsyth County Jail CAP Removal Operational Surge Memorandum of Results

On Monday April 12, 2010 – Tuesday April 13, 2010, officers assigned to the Charlotte Office of Enforcement and Removal Operations, Criminal Alien Program (CAP) conducted CAP Surge operations at the Forsyth County Jails located in Winston-Salem, NC. During this time, officers encountered and interviewed 22 inmates whose record indicated a foreign birth or unknown place of birth with the below results.

15 detainees lodged

15 charging documents issued (14 NTA / 1 Reinstatement (I-871))

3 Lawful Permanent Residents – currently ERO monitoring the progress of each case and awaiting disposition of state charges.

4 United States Citizens

Of the 15 determined to be present in the United States in violation of law, one was identified as a validated member of the criminal street gang SUR-13.

The Charlotte Office of Enforcement and Removal Operations closely monitors the inmate population at the Forsyth County Detention Centers. Currently, ICE has active detainees lodged against 109 foreign born inmates and officers are tracking several Lawful Permanent Residents who are pending felony convictions which would render them removable. The surge was deemed a success as the total jail population was vetted, ensuring 100% CAP coverage.



U.S. Immigration and Customs Enforcement

The Office of Detention and Removal Operations

Criminal Alien Division

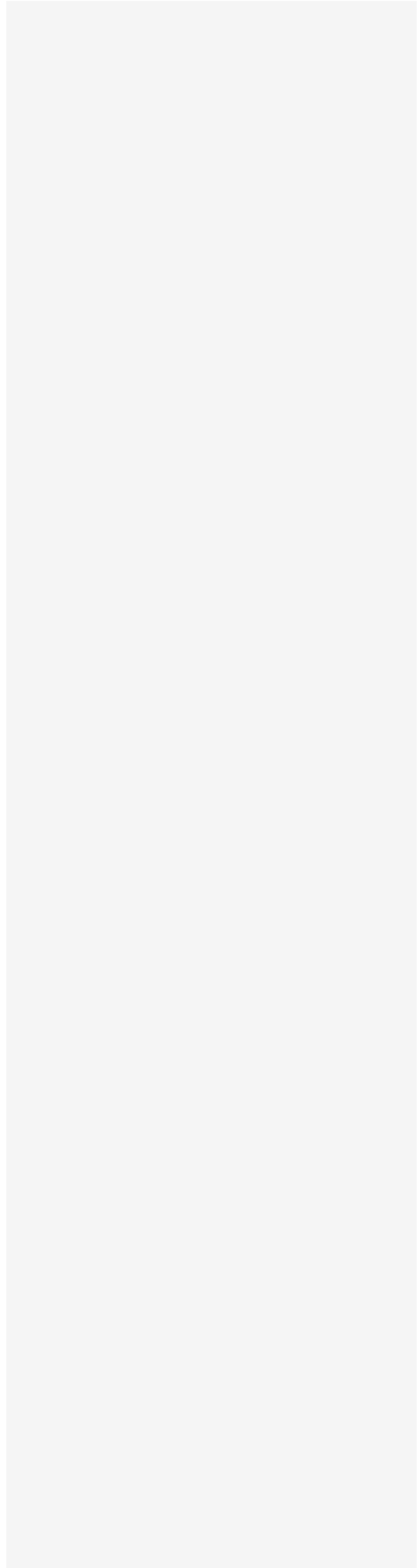
Criminal Alien Program Handbook

Potomac Center North
2nd Floor
500 12th Street, SW
Washington, DC 20024

Pages 171 through 237 redacted for the following reasons:

(b)(5)

DRAFT



From: (b)(6), (b)(7)c
To: [CLT Taskings](#)
Cc: (b)(6), (b)(7)c
Subject: CAP Stat report for Raleigh September 2013
Date: Tuesday, October 01, 2013 11:18:08 AM
Attachments: [SEPTEMBER 2013 FOD Monthly CAP Report.xls](#)

Attached...Raleigh ERO Apprehension log stats to follow.

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Immigration and Customs Enforcement
Enforcement and Removal Operations
Criminal Alien Division

Atlanta Field Office
CAP Enforcement Operational Plan

LIMITED OFFICIAL USE

**HEADQUARTERS
CRIMINAL ALIEN PROGRAM UNIT**

1

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Department of Homeland Security
Immigration and Customs Enforcement
Enforcement and Removal Operations
Criminal Alien Division

CRIMINAL ALIEN PROGRAM
Atlanta FIELD OFFICE
Charlotte, NC Sub-Office

CAP Enforcement Operation
Dates: December 15, 2010

I. Situation

CAP Enforcement Operations are conducted to target at-large criminal aliens and ensure that all individuals that are amenable to removal from the United States obtain a removal order, or are voluntarily returned to their country of citizenship, once released from local law enforcement custody, or otherwise are placed into removal proceedings. Enforcement Operations are an enhanced part of the CAP effort with a goal to arrest inmates booked into and subsequently released from jail or prison facilities prior to being turned over to ICE custody for removal from the United States.

Enforcement Operations will be conducted within the Atlanta Field Office Area of Operational Responsibility (AOR). The Field Office Director (FOD), Deputy Field Office Director (DFOD), and Assistant Field Office Director (AFOD) have all been briefed on this operational plan; and they each support its execution upon approval from HQERO.

A) Targeted Operations

- **N.C. Adult Probation and Parole Enforcement Operation**- It is estimated that 10 criminal aliens are currently immediately removable and 10 not previously identified that will be processed for immediate removal from the United States.

B) Hours of Operation

During the Enforcement Operations, all individuals encountered will be screened for alienage and removability. (b)(7)e

(b)(7)e Operational hours for conducting arrests will be from (b)(7)e to (b)(7)e hours each day, but the team leader(s) will determine overall duty hours. No

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operation will begin prior to [redacted] (b)(7)e unless the Field Office Director has reviewed the case and given approval based on specific justification.

ERO Staff will be as follows:

Team One

- [redacted] (b)(7)e -Operational Hours
- [redacted] Supervisory Detention & Deportation Officer(s)
- [redacted] Deportation Officer(s)
- (b)(7)e Supervisory Immigration Enforcement Agent(s)
- [redacted] Immigration Enforcement Agent(s)
- [redacted] Deportation Removal Assistant(s)
- Other Support (ie. JPATS, PATH) [redacted] (b)(7)e transportation team (local)

Team Two

- 00:00 to 00:00 -Operational Hours
 - [redacted] Supervisory Detention & Deportation Officer(s)
 - [redacted] Deportation Officer(s)
 - [redacted] Supervisory Immigration Enforcement Agent(s)
 - [redacted] Immigration Enforcement Agent(s)
 - [redacted] Deportation Removal Assistant(s)
 - Other Support (ie. JPATS, PATH)
 - N/A
-

Team Three

- [redacted] Supervisory Detention & Deportation Officer(s)
- [redacted] Deportation Officer(s)
- [redacted] Supervisory Immigration Enforcement Agent(s)
- [redacted] Immigration Enforcement Agent(s)
- [redacted] Deportation Removal Assistant(s)

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- Other Support (ie. JPATS, PATH)
(list)
-
-

**** Supervisory staff will change shift hours as needed, in order to effectively facilitate the operation.**

C) Local Situation

The Atlanta Field Office (Charlotte Sub-Office) will conduct the operation with support from the Iredell County Sheriff's Department, and the North Carolina Department of Corrections Office of Adult Probation and Parole

D) Staffing

The Enforcement Operation will not require additional support from outside the field office. The FOD has committed all necessary resources within his or her jurisdiction.

Requested detail staff positions: NONE

___ SDDO

___ DO

___ SIEA

___ IEA

___ DRA

E) Operational De-Confliction

Homeland Security Investigations (HSI) has been advised of the operation and has stated that they do not anticipate any conflict in the area and have declined to participate. The target list has been queried in TECS utilizing (b)(7)e and (b)(7)e to ensure de-confliction with HIS and other law enforcement entities.

F) Local Law Enforcement Agencies (LEAs)

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The Supervisory Detention and Deportation Officer (SDDO) coordinating the operation shall advise local LEAs prior to the execution of any approved CAP enforcement operation plan. The standard operating procedure for local LEAs will vary from location to location and should be established through proactive liaison. In the presence of exigent circumstances, it may be prudent not to provide notification to LEAs of impending enforcement operations within their jurisdiction. If indeed this is the case, the Field Office Director must be made aware of these circumstances and concur with a written justification not to notify the local LEAs.

G) Community Issues or Politically Sensitive Issues

Three days prior to the execution of the Enforcement Operation, the Field Office will provide the Office of Public Affairs (OPA) and Office of Congressional Relations (OCR) with the specifics of the operation, including the operational dates and location of the initiative. Due to social and political climates, this operation may result in a negative response from the communities in which it is conducted. **This operation will likely NOT result in a negative community response.**

H) Juveniles

The presence of juveniles at a target location, or in the care of a criminal alien, will be explored during initial investigation, surveillance and diligent research of available indices. In the event that children are identified, or likely to be encountered at a particular residence; family members, care providers and community, as well as state and county juvenile resources, will be examined and plan of care for the juvenile will be addressed prior to the commencement of the operation. **Currently, there are no juveniles identified and it is not anticipated that any will be encountered.**

If unaccompanied alien juveniles are encountered, the Office of Refugee Resettlement (ORR) will be notified at (202) 401-(b)(6), (b)(7)(D) after all processing tasks are performed

In the event that juvenile(s) are present, and their presence was not anticipated during operational enforcement activities, the SDDO and team Leaders may need to seek assistance from the state or local government agency responsible for juvenile issues, i.e. Child Protective Services (CPS). As such, the SDDO and

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Team Leaders are in possession of the agency's appropriate contact numbers, to be used as deemed necessary throughout the entirety of the operation.

Iredell County Department of Social Services (Child Protective Services)
349 North Center Street Statesville, NC 28687
(704) 873-(b)(6), (b)(7)c

Whenever possible, juveniles will be placed in the care of immediate family members that have no ascertainable criminal history. If there are no other options, sole care givers who are subject to removal, that have no ascertainable criminal record may be placed on an Order of Recognizance or Order of Supervision with SDDO/AFOD approval.

I) Prosecutions

In instances where an alien is amenable to prosecution (e.g. re-entry, false claims), the case will be presented to the United States Attorneys Office (AUSA) for criminal prosecution. These presentations will be noted in TECS.

II. Mission

The primary objective of the Criminal Alien Program (CAP) is to ensure that all criminal aliens serving criminal sentences are processed for removal prior to their release from Federal, State and local custody. This intention affirms the ultimate mission of ICE/ERO, which is to effect the removal of criminal aliens upon being turned over to ICE custody. CAP strives to ensure that all incarcerated foreign-born nationals are screened; and where applicable, processed for removal from the United States. CAP Enforcement Operations are an enhanced part of this effort with a goal to arrest inmates booked into and subsequently released from jail or prison facilities prior to being turned over to ICE custody for removal from the United States.

Execution

A) Director's Intent

CAP's primary objective is to ensure that all criminal aliens serving criminal sentences are processed for removal prior to their release from Federal, State and local custody.

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B) Concept of Operations

The Field Office will implement CAP Enforcement Operations to ensure 100% of all individuals that are amenable to immediate removal obtain a removal order, or are voluntarily returned to their country of citizenship once released from local law enforcement custody or otherwise are placed into removal proceedings.

As efforts progress, field office resources may be reassigned to other geographical areas to meet operational needs; or returned to their official duty posts, as deemed appropriate by the SDDO. A liaison officer will be responsible for establishing and coordinating operations with officials at target locations where Enforcement Operations will be conducted.

ERO enforcement personnel will identify themselves as ICE Officers or Agents to all persons questioned. ICE Officers/Agents will only wear official ICE uniforms and indentifying equipment. In addition, all personnel will follow ICE policy to carry ICE credentials to prove the authorization that enables them to perform the various functions involved in the Enforcement Operation.

This operation will consist of 3 days of enforcement activities being executed at the Charlotte Office of Enforcement and Removal Operations 6130 Tyvola Centre Dr Charlotte, NC and the (Iredell County) Office of Adult Probation & Parole 301 Davie Avenue Statesville, NC. from December 14, 2010 to December 16, 2010.

Phase I: December 14, 2010: Operational briefing at (b)(7)e hours at the Charlotte Office of Enforcement and Removal Operations 6130 Tyvola Centre Drive Charlotte, NC 28217. All officers participating in the operation will attend this pre-operational briefing.

Phase II: December 15, 2010: Officers from the Atlanta Field Office (Charlotte Sub-Office) will deploy to the operational site to initiate operation.

Phase III: December 16, 2010: If deemed necessary, the ICE Atlanta Public Affairs Office will issue a press release following the completion of the operation, once approved by the FOD.

C) Tasks

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1. The Point of Contact (POC) for communications with HQCAP Unit is AFOD (b)(6), (b)(7)c. His cell phone number is 980-722 (b)(6), (b)(7)c and their desk number is 704-672 (b)(6), (b)(7)c.
2. Fugitive Operations Support Center (FOSC): A copy of the Operational Plan and target list has been sent to the FOSC. Provide FOSC with target list prior to commencement of the SURGE.
3. The Law Enforcement Support Center (LESC) is available 24 hours a day, seven days a week and can provide support for the CAP Enforcement Operations. On December 14, 2010, a Section Chief @ (802) 872 (b)(6), (b)(7)c was notified of the dates and times of the operation. Officers/agents participating in the operation should have the contact number for the LESL and a PIN number.
4. Detention Operations Coordination Center (DOCC): Detention space is suitable within the Atlanta AOR, and detention locations have been identified. (Although DOCC assistance was not requested they have been provided a copy of this operational plan and have concurred with the operation).

D) Safety and Logistics

1. Mandatory Element: **Safety is paramount.** All personnel participating in the operation will be aware of local facility emergency procedures; and a team leader will be assigned to ensure that these procedures are followed.
2. Primary processing location: Aliens encountered during the operations will be transported to the Charlotte Office of Enforcement and Removal Operations at 6130 Tyvola Centre Drive Charlotte, NC, for processing. All transportation will be conducted per ERO policy.
 - a. Secondary detention and processing site(s) to be determined as needed.
 - b. The SDDO will coordinate requests for additional staff to support Enforcement Operations. Requests will be made through the appropriate AFOD with concurrence from the Atlanta FOD.

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3. Logistics.

- a. Lodging and per diem expenses **will not** be required for the Enforcement Operation. In the event that the need arises to utilize lodging and per diem, funding will be requested from CAPHQ.
- b. The Enforcement Operation will not require any Health & Safety inspections at any facility.

4. Removal Efforts: It is the intent of the FOD to process all removable aliens in an expeditious manner. The below actions will be performed to facilitate this objective:

- a. All arrests that require a Notice to Appear (NTA) will be presented with the option of a Stipulated Removal if applicable to the Field Office's AOR. The OPLA Charlotte and EOIR Lumpkin, GA. have been advised and contacted as to the availability to approve stipulated removals during the Enforcement Operation. All other Immigration proceedings will be utilized as applicable.
- b. ERO personnel will be instructed to secure and place any and all identity documents relating to each removable subject in the "A" file. Additionally, they will be instructed to ensure that photocopies are placed in the subjects' "A" file. ERO personnel will make every legal effort to secure these documents.

E) General Reporting Requirements

1. Reports: Submitted to the AFOD and HQCAP Unit.

Via/Transmission: E-mail (b)(6), (b)(7)C mailbox)

Due: 2400 daily

Period Covered: That day's 24-hour period (001-2400 hours)

2. Reports: Standard HQCAP reporting.

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3. Significant Event Notification (SEN): A SEN/SIR will need to be submitted only if events or incidences occur that warrant their submission in accordance with established policy and procedures.
4. Report Format: At the conclusion of the Enforcement Operations, the field office's POC to the CAP Unit, previously identified above, will ensure that HQCAP is properly supplied with the final statistical report for the Operation. This will be due five days after the completion of the operation.

F) After Action Reporting Requirements

1. Initial after action conferences will be conducted as follows:
 - a. Key operational personnel involved in the final Phase(s) of the Enforcement Operation will be held on December 16, 2010 at the Charlotte Office of Enforcement and Removal Operations.

Format: The format for issues will be:

- a. Topic
 - b. Discussion
 - c. Recommendation(s)
3. Formal after action report: A memorandum with analysis and results will be generated and forwarded to the FOD for review and a copy should be forwarded to HQCAP five days upon completion of Operation. The memorandum is to be addressed to the Assistant Director of Enforcement (ADE) from the Field Office Director. (including the FODs signature)
4. Atlanta Public Affairs will coordinate with the FOD and generate a press release upon completion of the operation. Public Affairs contact: Barbara Gonzalez.

G) Command and Control

1. Primary means of communication will be via radio as allowed by each facility, as well as telephone and e-mail.

10

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**Department of Homeland Security
Immigration and Customs Enforcement
Enforcement and Removal Operations
Criminal Alien Division**

2. All personnel will have identifiers created with SECTOR communications to facilitate record checks and status verifications.

AUTHORIZING OFFICIAL

Felicia Skinner
Field Office Director
Atlanta Field Office

APPROVING OFFICIAL

Gregory J. Archambeault
(A) Assistant Director, Enforcement
Office of Enforcement and Removal
Operations

DISTRIBUTION:

FOD
DFOD
Operations AFOD
HQCAP

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U.S. Immigration
and Customs
Enforcement

November 04, 2009

MEMORANDUM FOR: William Riley
Acting Executive Director, OSLC
Office of State and Local Coordination

THROUGH: Marc J. Moore
Assistant Director
Field Operations
Detention and Removal Operations

Thomas Homan
Assistant Director
Enforcement
Detention and Removal Operations

FROM: Felicia Skinn
Field Office
Atlanta Field Office

(b)(7)e

SUBJECT: Cumberland County 287g Program Termination Impact on the
Atlanta Field Office CAP Operations

Purpose

This memorandum was predicated from the Office of State and Local Coordination (OSLC) via Detention and Removal Operations (DRO) Assistant Director Moore, Field Operations, dated November 4, 2009. This memorandum informs both, Headquarters DRO management and OSLC of the impact on Atlanta DRO with the termination of the 287(g) jail model agreement in Cumberland County, North Carolina. Additionally, this memorandum ensures the continuation of Atlanta DRO as an active partner in promoting public safety within this community in the absence of the 287(g) program.

Background

The Cumberland County 287(g) jail model program was officially activated on July 14, 2008. Based on ENFORCE reports the program produced a total of 134 cases during a 15 month period. This figure equates to only 8.9 cases per month or 2.3 cases per week.

**SUBJECT: Cumberland County 287g Program Termination Impact on the
Atlanta Field Office CAP Operations**

Page 2 of 2

On October 15, 2009, the Cumberland County Sheriff, Earl R. Butler, notified the Atlanta Field Office that his office would no longer be participating in the 287(g) jail model program due to detention facility population concerns and a considerable amount of language in the proposed Memorandum of Understanding (MOU) that he could not accept.

Discussion

Based upon Sheriff Butler's population and MOU concerns, coupled with the low number of cases the program has produced over the past 5 months, the Atlanta Field Office does not object to the termination of the jail model program at the Cumberland County Detention Center. The termination of the program will not have a significant impact on the Atlanta Field Office's Criminal Alien Program (CAP). The low number of cases encountered at the facility can easily be absorbed by Atlanta CAP.

The Atlanta Field Office is continuing to maintain an enforcement partnership with the Cumberland County Sheriff's Office through Secure Communities, which was activated at the Cumberland County Detention Center on February 3, 2009. The Atlanta Field Office will continue to work in partnership with the Cumberland County Sherriff's Office in promoting public safety by ensuring that criminal aliens who pose the greatest threat to the community are identified, arrested and removed from the United States.

From: (b)(7)e
Subject: Additional Guidance on the Revised Detainer Form I-247 - Notifications
Date: Tuesday, December 27, 2011 1:14:57 PM
Attachments: [Information for Immigration Officers.docx](#)

The following message is being sent on behalf of Gregory J. Archambeault, Assistant Director for Enforcement with approval of David J. Venturella, Assistant Director for Field Operations:

To: Field Office Directors and Deputy Field Office Directors
Subject: Additional Guidance on the Revised Detainer Form I-247 - Notifications

The revised [form I-247](#) provides aliens with contact information for the Law Enforcement Support Center (LESC) and the Joint Intake Center (JIC). The detainer directs aliens to call the LESC if they are a United States citizen or have been the victim of a crime. The form directs aliens to call the JIC if they have a complaint about the detainer or wish to report violations of their civil rights or civil liberties. In addition, the form advises Law Enforcement Agencies (LEAs) to contact the LESC if the alien is a victim of a crime, or if the LEA wants the individual to remain in the United States for prosecution or other law enforcement purposes, including acting as a witness. The attached document labeled ‘*Information for Immigration Officers*’ has been prepared to advise field officers of these changes and to assist them in the implementing the new requirements.

Please keep in mind that the LEAs are requested to provide a copy of the detainer to the alien. Field Office Directors (FODs) should take into consideration that the alien or family members will have contact information listed on the detainer including names of the issuing officer, LEA information, and contact phone numbers for the LEAs to notify ICE of release of alien.

Additionally, FODs should consider methods to respond to complaints that are referred to the Joint Intake Center.

Guidance:

On December 7, 2011, FODs were asked to establish a new email address through which they could maintain a uniform method of receiving and sending information relating to the revised document. When responding to LESC referrals, field officers should adhere to the following requirements:

- When possible, cases in ICE custody should be reviewed prior to issuance of a charging document;
- Interview subject of referral not in ICE custody and attempt to verify claim;
- Treat each referral on a case-by-case basis;
- If favorable exercise of discretion is warranted, ERO should lift the detainer, provide a copy of form I-918, Petition for U Nonimmigrant status to subject, update ENFORCE by entering the Alert Code (b)(7)e No ICE locator listing”, enter the operational code “384” in the alert comments within ENFORCE; and
- If exercise of discretion is denied and the individual remains detained, ERO should

update ENFORCE by entering the Alert Code (b)(7)e “384” in the alert comments to flag the case and generate a G-166 in ENFORCE requiring the signature of the FOD describing the circumstances of the decision.

When the field office receives an e-mail from the LESC with the subject line heading “Immediate review needed: USC claim,” the field officers must review and refer the claim in accordance with the Assistant Secretary’s November 19, 2009 memorandum entitled *Superseding Guidance on Reporting and Investigating Claims to United States Citizenship*.

As there is no right to the favorable exercise of discretion by the agency, nothing in this field distribution should be construed to prohibit the arrest, detention, or removal of any alien unlawfully in the United States or to limit the legal authority of ICE or any of its personnel to enforce federal immigration law.

This information should be distributed to your Officers no later than Friday, December 30, 2011. Questions relating to this information may be referred to the Acting Criminal Alien Program Unit Chief (b)(6), (b)(7)c at (b)(6), (b)(7)c @dhs.gov or (202) 732-

(b)(6), (b)(7)c

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Updated Immigration Detainer Form I-247 **Information for Immigration Officers**

On December 19, 2011, a revised Immigration Detainer – Notice of Action (Form I-247) will be uploaded into the Enforcement Integrated Database (EID) commonly known as the Enforcement Case Management Tracking System (ENFORCE) along with a standardized Detainer FAX cover sheet. The use of Form I-247 should be consistent with Interim Policy Number 10074.1, entitled *Detainers*, which was signed by U.S. Immigration and Customs Enforcement (ICE) Director John Morton on August 2, 2010, and Policy Number ERO 11152.1, entitled *Enforcement and Removal Encounters*, which was signed by the Office of Enforcement and Removal Operations (ERO) Executive Associate Director, Gary Mead, on July 29, 2011.

The revised Form I-247 contains several revisions highlighted below. ERO recommends that all issuing offices review the changes to the detainer form and the relevant policies with anyone authorized to issue a detainer and with the LEAs which will maintain custody of aliens for ERO based on a detainer. The issuing office should emphasize the following:

- A detainer notifies an LEA that ICE intends to arrest or remove an alien in the LEA's custody once the alien is no longer subject to the LEA's detention. Immigration Officers shall not issue a detainer unless an LEA has exercised its independent authority to arrest the alien.
- The placement of a detainer on an alien means that the Immigration Officer made a determination that the alien is subject to removable grounds of the INA, and ICE intends to remove the subject or place the subject in removal proceedings. Issuing offices should reinforce this policy to personnel authorized to issue detainers, including at the Law Enforcement Support Center (LESC), Command Centers or Incident Response Centers (IRC) to ensure that detainers are not being placed on subjects that are not removable or Naturalized/Derivative United States Citizens.
- Per Interim Policy Number 10074.1, Immigration Officers shall take particular care when issuing a detainer against a lawful permanent resident (LPR), as some grounds of removability hinge on a conviction, while others do not. Although in certain instances ICE may hold LPRs for up to 48 hours to make charging determinations, immigration officers should exercise such authority judiciously and immediately seek the advice of counsel if the LPR has not been convicted of a removable offense.
- A detainer seeks LEA compliance with federal regulation 8 C.F.R. § 287.7(d), which states that LEAs “shall maintain custody of an alien” for 48 hours, excluding weekends and holidays, once a detainer is issued by DHS.

- Hold Period limited to 48 hours. The revised Form I-247 emphasizes that the authorized hold pursuant to a detainer cannot exceed 48 hours (excluding Saturday, Sundays, and holidays).
 - If ICE does not assume custody after 48 hours, the LEA is required to release the individual. The Form I-247 contains a Notice to the Alien that makes them aware of this requirement.
 - The holding period is not to exceed 48 hours (excluding Saturday, Sundays, and holidays) from the time the LEA would have otherwise released the detainee.
- Conditions of Detention. The revised Form I-247 reminds LEAs that the detainer “does not limit [the LEAs] discretion to make decisions related to [the alien’s] custody classification, work, quarter assignments, or other matters.”
 - The existence of a DHS detainer should not impact or prejudice the alien’s conditions of detention.
- **NEW!** ICE discourages dismissing criminal charges based on a detainer.
 - Issuing offices are recommended to do outreach to all the agencies to ensure the LEA is advised that once individuals are in ICE custody, they may be removed from the United States. If the LEA or prosecuting office wants an individual to remain in the United States for prosecution or other law enforcement purposes, including acting as a witness or if they believe that an individual is a victim of a crime, the LEA should contact the LESC at (802) 872-(b)(6), (b)(7)c
- **NEW!** Consider this request for a detainer operative only upon the subject’s conviction.
 - This box may be used for subjects being considered for prosecutorial discretion when the discretion hinges on the conviction of the pending charge.
- Notify this office of the time of release at least 30 days prior to release, or as far in advance as possible.
 - ICE is committed to removing aliens that have been determined to be removable from the United States. Notifying the local ICE office in advance of an alien’s expected release date will assist ICE officers in timely taking custody of an alien.
- Notify this office in the event of the inmate’s death, hospitalization or transfer to another institution.
 - This notification is intended for the issuing office to close any pending investigations initiated and/or reassign the alien’s case to the appropriate ICE office.
- Cancel the detainer previously placed by this office on (date).

- This section should be checked to document lifting the Form I-247 at a facility.
- **NEW!** Provide a copy to the subject of this detainer.
- The revised detainer form requests that the LEA provide a copy of the detainer to the alien at no expense to ICE. ICE cannot require the LEA to provide a copy, however DHS anticipates that the LEAs will comply with the detainer and appreciates their assistance in ensuring that a copy is provided to the alien.
- The revised detainer form also provides notice to the detainee informing the detainee of DHS's interest in assuming custody. The last two pages of the form have been translated into Spanish, Portuguese, French, Chinese and Vietnamese.
- The revised detainer form includes phone numbers for an alien to call if they have a complaint related to the ICE process or if the person believes they have been the victim of a crime.

Please address any questions regarding this document to the Acting Criminal Alien Program Unit Chief, [REDACTED] at (202) 732-[REDACTED] or via email at

[REDACTED]
(b)(6), (b)(7)c

[@dhs.gov](mailto:[REDACTED]@dhs.gov).

From: (b)(6), (b)(7)c
To: (b)(6), (b)(7)c
Cc:
Subject: CAP Assets in S. Carolina; Re: Quick Turn Around
Date: Wednesday, October 26, 2011 11:52:08 AM
Attachments: [image001.png](#)
[image003.jpg](#)

I'm out of the office, but adding (b)(6), (b)(7)c

(b)(6), (b)(7)c How is "CAP assets" defined? Do you want # of positions classified as CAP funded or the actual number dedicated to CAP? Only those filled, or also the vacant ones? What about the CAP people who are assigned to the 287(g) program to review the work of the 287(g) deputies? What about those reviewing the Secure Communities IAQ's and placing detainees - are they CAP or Secure Communities?

(b)(6), (b)(7)c

Deputy Field Office Director
N. Carolina, S. Carolina and Stewart Detention Center
ICE/ERO/Atlanta
404-896-(b)(6), (b)(7)c

Sent from wireless BlackBerry device

From: (b)(6), (b)(7)c
Sent: Wednesday, October 26, 2011 10:37 AM
To: (b)(6), (b)(7)c
Cc:
Subject: FW: Quick Turn Around

DFOD (b)(6), (b)(7)c

I have a quick turnaround tasking here in HQ. Can you provide me information on how many CAP assets we have in South Carolina?

Specifics of CAP team(s) for South Carolina (as comparison, Utah has one CAP team consisting of one Supervisory Detention Deportation Officer, one Deportation Officer, one Deportation Removal Assistant, and seven Immigration Enforcement Agents)

Thanks in advance!

(b)(6), (b)(7)c
Criminal Alien Program
500 12th Street SW
Washington, DC 20536
Office: (202) 732-
Mobile: (202) 500- (b)(6), (b)(7)c
Email: (b)(6), (b)(7)c @dhs.gov

From:

To:

(b)(6), (b)(7)c

Cc:

Subject:

CAP Surge candidates from Secure Communities Stats indicators

Date:

Monday, August 29, 2011 9:12:03 AM

Attachments:

[CAP surge candidates.doc](#)

Suggestion below for determining jails where we are possibly missing cases – wouldn't these be the best candidates for a CAP surge?

Find the jails with the largest numbers of Total IDENT hits that are not 287(g). Then see how many aliens get deported who started out in those jails.

The jails where we have the highest number of IDENT hits with the lowest percentage of removals originating from that jail would appear to be underworked, and therefore would be our best candidates for a CAP surge.

Outcome Metrics by Location					
(From October 1, 2010 through July 31, 2011)					
Area	Alien IDENT Matches* [DUPLICATES!]			Total Removals and Returns	Removals as % of IDENT matches
	LESC L1	LESC L2/3	Total	Total	
Nationwide	55,546	230,435	285,981	62,889	22%
ATL AOR	2,794	17,479	20,273	4,951	24%
GA Gwinnett	383	2698	3081	898	29%
GA DeKalb	204	1927	2131	389	18%
GA Fulton	261	1569	1830	211	12%
GA Cobb (287g – why so low?)	219	1339	1558	281	18%
NC Mecklenburg	183	1158	1341	448	33%
NC Wake	181	854	1035	384	37%
SC Charleston	69	925	994	555	56%
GA Clayton	99	714	813	219	27%
SC Greenville	64	612	676	89	13%
GA Hall	75	353	428	109	25%
NC Durham	53	271	324	135	42%
SC Horry	46	255	301	38	13%
GA Cherokee	30	261	291	34	12%
GA Whitfield	38	251	289	78	27%
NC Henderson	13	221	234	86	37%
GA Forsyth	11	176	187	20	11%
NC Forsyth	36	150	186	81	44%
GA Henry	23	152	175	15	9%
SC Beaufort	18	139	157	37	24%
NC Guilford	50	101	151	15	10%
NC Union	18	130	148	85	57%
NC Buncombe	29	118	147	36	24%

GA Chatham	20	112	132	10	8%
GA Rockdale	17	113	130	13	10%
SC Berkeley	7	119	126	17	13%
NC New Hanover	31	94	125	46	37%
SC Richland	21	100	121	7	6%
SC York	16	97	113	31	27%
NC Johnston	21	91	112	37	33%
NC Gaston	15	89	104	47	45%
SC Spartanburg	11	93	104	18	17%
NC Catawba	13	84	97	38	39%
NC Alamance	31	63	94	27	29%
GA Muscogee	14	76	90	24	27%
GA Coweta	9	69	78	13	17%
GA Douglas	11	66	77	5	6%
NC Iredell	13	63	76	15	20%
NC Lee	13	61	74	9	12%
NC Sampson	9	61	70	7	10%
GA Lowndes	7	62	69	4	6%
NC Brunswick	14	49	63	13	21%
GA Carroll	8	55	63	4	6%
GA Fayette	8	54	62	5	8%
NC Harnett	10	51	61	25	41%
GA Houston	8	52	60	8	13%
NC Orange	11	49	60	17	28%
NC Cumberland	20	39	59	15	25%
NC Pitt	20	36	56	6	11%
NC Dare	4	50	54	12	22%
GA Glynn	8	42	50	5	10%
GA Barrow	10	39	49	5	10%
GA Troup	7	40	47	2	4%
NC Rowan	13	27	40	5	13%
GA Clarke	2	35	37	0	0%
GA Colquitt	4	33	37	4	11%
GA Bartow	8	27	35	1	3%
SC Dorchester	4	30	34	1	3%
NC Davidson	6	28	34	11	32%
NC Hoke	10	24	34	7	21%
NC Chatham	6	27	33	12	36%
GA Walton	6	26	32	1	3%
SC Chester	2	27	29	4	14%
NC Macon	2	27	29	11	38%
NC Onslow	10	18	28	2	7%
NC Cabarrus	9	19	28	15	54%
GA Newton	6	21	27	4	15%
NC Duplin	11	16	27	9	33%
SC Cherokee	4	22	26	4	15%
GA Floyd	6	20	26	1	4%
NC Randolph	12	13	25	6	24%
SC Laurens	1	22	23	0	0%

(b)(6), (b)(7)c

Deputy Field Office Director
(N. Carolina, S. Carolina, Stewart Detention Center)
Atlanta Field Office
Enforcement and Removal Operations
U. S. Immigration and Customs Enforcement
Department of Homeland Security
Office: (404) 893-(b)(6), (b)(7)c

Outcome Metrics by Location					
(From October 1, 2010 through July 31, 2011)					
Area	Alien IDENT Matches* [DUPLICATES!]			Total Removals and Returns	Removals as % of IDENT mataches
	LESC L1	LESC L2/3	Total	Total	
Nationwide	55,546	230,435	285,981	62,889	22%
ATL AOR	2,794	17,479	20,273	4,951	24%
GA Gwinnett	383	2698	3081	898	29%
GA DeKalb	204	1927	2131	389	18%
GA Fulton	261	1569	1830	211	12%
GA Cobb	219	1339	1558	281	18%
NC Mecklenburg	183	1158	1341	448	33%
NC Wake	181	854	1035	384	37%
SC Charleston	69	925	994	555	56%
GA Clayton	99	714	813	219	27%
SC Greenville	64	612	676	89	13%
GA Hall	75	353	428	109	25%
NC Durham	53	271	324	135	42%
SC Horry	46	255	301	38	13%
GA Cherokee	30	261	291	34	12%
GA Whitfield	38	251	289	78	27%
NC Henderson	13	221	234	86	37%
GA Forsyth	11	176	187	20	11%
NC Forsyth	36	150	186	81	44%
GA Henry	23	152	175	15	9%
SC Beaufort	18	139	157	37	24%
NC Guilford	50	101	151	15	10%
NC Union	18	130	148	85	57%
NC Buncombe	29	118	147	36	24%
GA Chatham	20	112	132	10	8%
GA Rockdale	17	113	130	13	10%
SC Berkeley	7	119	126	17	13%
NC New Hanover	31	94	125	46	37%
SC Richland	21	100	121	7	6%
SC York	16	97	113	31	27%
NC Johnston	21	91	112	37	33%
NC Gaston	15	89	104	47	45%
SC Spartanburg	11	93	104	18	17%
NC Catawba	13	84	97	38	39%
NC Alamance	31	63	94	27	29%
GA Muscogee	14	76	90	24	27%
GA Coweta	9	69	78	13	17%

Outcome Metrics by Location					
(From October 1, 2010 through July 31, 2011)					
Area	Alien IDENT Matches* [DUPLICATES!]			Total Removals and Returns	Removals as % of IDENT mataches
	LESC L1	LESC L2/3	Total	Total	
GA Douglas	11	66	77	5	6%
NC Iredell	13	63	76	15	20%
NC Lee	13	61	74	9	12%
NC Sampson	9	61	70	7	10%
GA Lowndes	7	62	69	4	6%
NC Brunswick	14	49	63	13	21%
GA Carroll	8	55	63	4	6%
GA Fayette	8	54	62	5	8%
NC Harnett	10	51	61	25	41%
GA Houston	8	52	60	8	13%
NC Orange	11	49	60	17	28%
NC Cumberland	20	39	59	15	25%
NC Pitt	20	36	56	6	11%
NC Dare	4	50	54	12	22%
GA Glynn	8	42	50	5	10%
GA Barrow	10	39	49	5	10%
GA Troup	7	40	47	2	4%
NC Rowan	13	27	40	5	13%
GA Clarke	2	35	37	0	0%
GA Colquitt	4	33	37	4	11%
GA Bartow	8	27	35	1	3%
SC Dorchester	4	30	34	1	3%
NC Davidson	6	28	34	11	32%
NC Hoke	10	24	34	7	21%
NC Chatham	6	27	33	12	36%
GA Walton	6	26	32	1	3%
SC Chester	2	27	29	4	14%
NC Macon	2	27	29	11	38%
NC Onslow	10	18	28	2	7%
NC Cabarrus	9	19	28	15	54%
GA Newton	6	21	27	4	15%
NC Duplin	11	16	27	9	33%
SC Cherokee	4	22	26	4	15%
GA Floyd	6	20	26	1	4%
NC Randolph	12	13	25	6	24%
SC Laurens	1	22	23	0	0%
SC Greenwood	3	20	23	2	9%
NC	11	12	23	9	39%

Outcome Metrics by Location					
(From October 1, 2010 through July 31, 2011)					
Area	Alien IDENT Matches* [DUPLICATES!]			Total Removals and Returns	Removals as % of IDENT mataches
	LESC L1	LESC L2/3	Total	Total	
Rockingham					
GA Paulding	3	18	21	0	0%
NC Lenoir	4	17	21	1	5%
NC Surry	3	17	20	4	20%
NC Ashe	5	15	20	5	25%
NC Moore	3	16	19	4	21%
NC Lincoln	5	13	18	5	28%
GA Spalding	5	12	17	1	6%
NC Wayne	6	11	17	1	6%
NC Transylvania	1	16	17	6	35%
SC Lancaster	1	16	17	4	24%
SC Orangeburg	1	15	16	2	13%
NC Vance	3	13	16	2	13%
GA Polk	4	12	16	2	13%
NC Jackson	4	12	16	8	50%
NC Davie	3	11	14	3	21%
NC Montgomery	1	13	14	5	36%
NC Edgecombe	4	9	13	3	23%
NC Caldwell	3	10	13	4	31%
NC Bladen	1	12	13	4	31%
NC Robeson	3	9	12	2	17%
SC Colleton	1	11	12	2	17%
NC Columbus	2	10	12	6	50%
SC Kershaw	0	12	12	0	0%
NC Nash	5	7	12	3	25%
GA Jackson	1	11	12	0	0%
SC Sumter	2	9	11	0	0%
NC Burke	3	8	11	0	0%
NC McDowell	1	10	11	1	9%
NC Beaufort	4	6	10	1	10%
SC Bamberg	1	9	10	1	10%
SC Florence	0	10	10	0	0%
GA Coffee	2	8	10	0	0%
NC Avery	2	8	10	2	20%
NC Watauga	2	8	10	4	40%
GA Grady	0	10	10	1	10%
NC Stanly	4	5	9	2	22%

Outcome Metrics by Location					
(From October 1, 2010 through July 31, 2011)					
Area	Alien IDENT Matches* [DUPLICATES!]			Total Removals and Returns	Removals as % of IDENT mataches
	LESC L1	LESC L2/3	Total	Total	
NC Wilson	5	4	9	1	11%
NC Rutherford	2	7	9	3	33%
NC Martin	2	7	9	1	11%
GA Habersham	1	7	8	0	0%
NC Polk	2	6	8	1	13%
NC Granville	3	4	7	2	29%
NC Person	3	4	7	3	43%
NC Wilkes	2	5	7	1	14%
NC Alleghany	2	5	7	2	29%
NC Craven	2	4	6	0	0%
NC Cleveland	0	6	6	0	0%
NC Carteret	0	6	6	0	0%
GA Gordon	2	4	6	0	0%
NC Greene	3	3	6	0	0%
GA Jeff Davis	0	5	5	0	0%
SC Hampton	2	2	4	0	0%
NC Alexander	0	4	4	1	25%
NC Pender	3	1	4	0	0%
NC Franklin	2	2	4	0	0%
NC Jones	0	4	4	2	50%
GA Pickens	0	4	4	0	0%
NC Mitchell	1	3	4	2	50%
NC Richmond	0	3	3	0	0%
NC Stokes	0	3	3	2	67%
NC Pasquotank	1	2	3	0	0%
NC Yadkin	0	3	3	1	33%
NC Swain	1	2	3	1	33%
SC Clarendon	3	0	3	0	0%
NC Pamlico	2	1	3	0	0%
GA Murray	1	2	3	0	0%
NC Halifax	0	2	2	0	0%
NC Haywood	0	2	2	0	0%
SC Anderson	0	2	2	0	0%
NC Scotland	1	1	2	0	0%
NC Yancey	1	1	2	0	0%
NC Tyrrell	1	1	2	0	0%
NC Chowan	0	2	2	1	50%
SC Jasper	1	0	1	0	0%

Outcome Metrics by Location					
(From October 1, 2010 through July 31, 2011)					
Area	Alien IDENT Matches* [DUPLICATES!]			Total Removals and Returns	Removals as % of IDENT mataches
	LESC L1	LESC L2/3	Total	Total	
GA Dougherty	1	0	1	0	0%
SC Barnwell	0	1	1	0	0%
SC Chesterfield	0	1	1	0	0%
NC Cherokee	0	1	1	0	0%
SC Aiken	0	1	1	0	0%
NC Anson	1	0	1	0	0%
SC Darlington	1	0	1	0	0%
NC Clay	1	0	1	0	0%
GA Walker	0	1	1	0	0%
NC Madison	0	1	1	0	0%
NC Hertford	1	0	1	0	0%
NC Graham	0	1	1	1	100%
NC Caswell	0	1	1	0	0%
NC Northampton	1	0	1	0	0%
NC Camden	0	1	1	0	0%
SC Oconee	0	0	0	0	#DIV/0!
SC Union	0	0	0	0	#DIV/0!
SC Abbeville	0	0	0	0	#DIV/0!
NC Warren	0	0	0	0	#DIV/0!
GA Catoosa	0	0	0	0	#DIV/0!
NC Currituck	0	0	0	0	#DIV/0!
GA Monroe	0	0	0	0	#DIV/0!
NC Bertie	0	0	0	0	#DIV/0!
SC Georgetown	0	0	0	0	#DIV/0!
SC Fairfield	0	0	0	0	#DIV/0!
SC McCormick	0	0	0	0	#DIV/0!
SC Lee	0	0	0	0	#DIV/0!
SC Calhoun	0	0	0	0	#DIV/0!
NC Gates	0	0	0	0	#DIV/0!
NC Washington	0	0	0	0	#DIV/0!
NC Perquimans	0	0	0	0	#DIV/0!
SC Allendale	0	0	0	0	#DIV/0!
NC Hyde	0	0	0	0	#DIV/0!

From: (b)(6), (b)(7)c
To:
Subject: CAP SURGE MCRAE STG Weekly FOD Report
Date: Monday, September 12, 2011 10:00:10 AM
Attachments: [CAP SURGE MCRAE STG Weekly FOD Report 9 12 11.xls](#)
Importance: High

(b)(6), (b)(7)c

I left all of the cases on the report. It is only sorted by "CAP SURGE" cases right now and there are 810 total cases that were found from McRae. You can further sort by apprehension date and book out date to get the exact number of removals so far from the CAP SURGE. The report also includes TD requested and TD Issue date, which DFOD Orton mentioned in his original email.

(b)(6), (b)(7)c
Supervisory Detention and Deportation Officer
Stewart Detention Center
Desk: 229-838
Cell: 229-321-(b)(6), (b)(7)c

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From: (b)(6), (b)(7)c
To:
Subject: CAP SURGE STATS
Date: Monday, October 17, 2011 12:38:27 PM
Attachments: [McRae CAP SURGE STATS 10 17 11.xls](#)
Importance: Low

See attached. I only sorted by OPERATION.

(b)(6), (b)(7)c

*Supervisory Detention and Deportation Officer
Stewart Detention Center*

Desk: 229-838

Cell: 229-321- (b)(6), (b)(7)c

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From: (b)(7)e
Subject: Creation of new mailboxes to support the new immigration detainer, Form I-247
Date: Wednesday, December 07, 2011 5:45:25 PM

This message is sent on behalf of David J. Venturella, Assistant Director for Field Operations:

To: Field Office Directors and Deputy Field Office Directors
Subject: Creation of a new mailbox in support of the new immigration detainer, form I-247

Beginning on December 19, 2011, ICE will transition to a new immigration detainer, form I-247. The new form instructs individuals to call the Law Enforcement Support Center (LESC) in certain circumstances. In this process, when the LESC receives telephone calls pursuant to the new detainer, the LESC will record the information provided by the caller and forward the information to the associated ERO field office for follow up.

In order to provide the LESC with a uniform method of referring information from these calls, each ERO field office is requested to create a dedicated Outlook email account. Therefore, each Field Office Director is to create a new Outlook mailbox utilizing the following criteria:

- (b)(7)e

Example: (b)(7)e

It is also requested that the associated email address is created utilizing the same criteria:

Example: (b)(7)e

Field Office Directors should assign staff to monitor this mailbox, and take appropriate action on each case as needed. Staff should ensure that this mailbox does not become overloaded and inoperable.

Please confirm that your field office has created the new mailbox by sending a response to the (b)(6), (b)(7)c mailbox as found in the Microsoft Outlook Global Address list by 5:00 pm EST on Wednesday, December 14, 2011.

Please address any questions regarding this task to (a) Unit Chief (b)(6), (b)(7)c at 202-732-(b)(6), (b)(7)c or via email at (b)(6), (b)(7)c@dhs.gov

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From: (b)(6), (b)(7)(C)
To:
Subject: D. Ray James FCI CAP Surge
Date: Monday, December 12, 2011 9:05:25 AM

Hey (b)(7)e

Is it your CAP team doing this CAP surge? If so, do you have any numbers of those processed so far or detainees placed? This is needed for a report due later this afternoon.

Thanks,

(b)(7)e

(b)(7)e

Deportation Officer

Taskings Unit

DHS-ICE-ERO

Atlanta Field Office

Desk: 404-893

Cell: 404-354- (b)(7)e

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From:

To:

(b)(6), (b)(7)(C)

Cc:

Subject:

December CAP Report

Date:

Monday, January 09, 2012 12:43:08 PM

Attachments:

[December CAP Report.doc](#)

Stewart Detention Center Criminal Alien Program (SDCCAP)

SDCCAP Area of Responsibility (AOR) covers the southwestern region of Georgia. This consists of Harris County east to Twiggs County, then all counties south for a total of 45 counties. These AORs are outlined on the AOR map for Georgia.

SDCCAP regions are covered by (b)(7)(c) Immigration Enforcement Agents (IEA) and (b)(7)(c) Deportation Officer (DO) who are assigned to the Stewart Detention Center (SDC). SDCCAP has established contacts and liaisons that have resulted in the apprehension of criminal and fugitive aliens that pose a threat to the community.

Oversight for SDCCAP is conducted by (b)(7)(c) Supervisory Detention and Deportation Officer (SDDO) who is assigned to SDC.

The SDCCAP follows policies and procedures as outlined in the Criminal Alien Program, Atlanta Field Office Operational Guide July 2007. SDCCAP prioritizes conducting interviews telephonically.

SDCCAP has the responsibility for the McRae Federal Correctional Institution in McRae, GA, a Federal Immigration release sites. McRae is an active and successful Institution Removal Program site.

December, 2011 stats:

SDCCAP apprehended 93 subjects to be placed in Immigration proceedings, and located and arrested 6 fugitive aliens.

From: [redacted]
To: [redacted] (b)(6), (b)(7)c
Cc:
Subject: RE: removals CAP Surge; CAP Surge Spreadsheet; weekly report from Stewart as to removal status
Date: Monday, September 12, 2011 7:25:00 PM
Attachments: [CAP SURGE MCRAE STG Weekly FOD Report 9 12 11.xls](#)
Importance: High

The attached list is accurate based on the information that was used to query the IIDS report. All of the event numbers are Atlanta event numbers.

Thanks

[redacted] (b)(6), (b)(7)c
AFOD
Stewart Detention Center
Lumpkin, GA
229-838- [redacted] (b)(6), (b)(7)c

From: [redacted] (b)(6), (b)(7)c
Sent: Monday, September 12, 2011 6:30 PM
To: [redacted] (b)(6), (b)(7)c
Cc: [redacted] (b)(6), (b)(7)c
Subject: FW: removals CAP Surge; CAP Surge Spreadsheet; weekly report from Stewart as to removal status
Importance: High

I'm adding the original e-mails and list back in, just so it will all be in one message.

From: [redacted] (b)(6), (b)(7)c
Sent: Monday, September 12, 2011 6:04 PM
To: [redacted] (b)(6), (b)(7)c
Subject: RE: removals CAP Surge
Importance: High

I have the spreadsheet that SDDO [redacted] (b)(6), (b)(7)c came up with. I believe it is accurate. I am running thru it myself to verify the CAP Surge dates. I will submit it soon.

Thanks

[redacted] (b)(6), (b)(7)c
AFOD
Stewart Detention Center
Lumpkin, GA
229-838- [redacted] (b)(6), (b)(7)c

From: Skinner, Felicia S
Sent: Monday, September 12, 2011 4:34 PM
To: [redacted] (b)(6), (b)(7)c
Subject: removals

Were we able to track the removals from BOP surge

Felicia S. Skinner

Field Office Director
Atlanta Field Office-(GA, NC, & SC)
DHS-ICE-ERO
404-893 (b)(6), (b)(7)c

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+++++ [earlier e-mails: } +++++

From: (b)(6), (b)(7)c
Sent: Thursday, September 01, 2011 1:42 PM
To:
Cc: (b)(6), (b)(7)c

(b)(6), (b)(7)c

Subject: RE: CAP Surge Spreadsheet; weekly report from Stewart as to removal status

(b)(6), (b)(7)c We had a discussion a while back during one of the daily briefings concerning tracking the cases that were processed as a result of the McRae CAP surge. I don't remember how you guys said you were going to be able to do this, but I recall that there was some type of plan put forward. (b)(6), (b)(7)c has now provided the list of all the cases that were processed during the surge. Please come up with a way to report to the FOD the removal status of these cases, I guess on a weekly basis, so let's make it due to the FOD, DFODs and ATL-ERO-Taskings by 12 Noon each Friday.

[Like I said, I don't remember how this was going to be accomplished, but a couple of ideas:

1. Take the attached CDI list and put a column on it for expected release date. Then you would at least have an idea as to when to check the case to see if the alien had come into our custody yet and whether or not he had been removed yet. Otherwise you would have to have someone search all 875 cases in EARM each week to see if they have come into ICE custody yet, and whether they had been removed yet.

-or-

2. Each case has the operation name in ENFORCE of "CAP Surge" and a landmark of "McRae, GA", so possibly a report could be run in IIDS each week for Operation = CAP Surge and Landmark = McRae, GA with the "Detained?" status listed as one of the columns on the report.]

I believe Atlanta Detained has someone assigned to monitor all the jail and prison cases ("IRP docket") to ensure any with final orders are getting TDs and travel arrangements prior to coming into custody, so perhaps they might be able to work with you on some ideas of finding a way to provide this info to the FOD also.

From: (b)(6), (b)(7)c
Sent: September 01, 2011 12:41 PM
To: (b)(6), (b)(7)c
Subject: FW: CAP Surge Spreadsheet

(b)(6), (b)(7)c

Please me know if the attachment is helpful.

(b)(6), (b)(7)c
Assistant Field Office Director
Atlanta Field Office
(404) 893 (b)(6), (b)(7)c

-----Original Message-----

From: (b)(6), (b)(7)c
Sent: Thursday, September 01, 2011 12:14 PM
To: Hicks, Charles
Subject: CAP Surge Spreadsheet

Please provide the lists of cases to DFOD (b)(6), (b)(7)c as soon as possible.

Thank you.

(b)(6), (b)(7)c
Deputy Field Office Director
Atlanta Field Office
Ofc.: (404) 893 893 (b)(6), (b)(7)c
(b)(6), (b)(7)c@dhs.gov

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From:
To:

(b)(6), (b)(7)c

Subject: RE: Summary of HQ CAP Teleconference -2/15/12
Date: Wednesday, February 15, 2012 7:40:02 PM
Attachments: [GA Probation Directory.pdf](#)
[image002.jpg](#)
[image003.jpg](#)

HQ CAP is in the red with limited funding. All funding requests should have been submitted on each field offices spend plan. If you need additional funding contact your HQ POC.

CAP will start using the new fug ops enforcement operation plan. Contact your HQ POC for a copy.

All Op plans should be sent to HQ 3-4 weeks in advance if HQ assistance is needed. One week ahead if assistance is not needed (FOD approved).

Three locations are currently doing foreign-born no matches(?)

HQ CAP has three types of goals (fiscal year, Congress, ICE). Current goal: 37% of encounters need to have charging documents issued.

Contact the statistical tracking unit for validated stats that the FOD can forward to HQ.

(b)(6), (b)(7)c is the POC for treaty transfers and uniform allowances. Funding for uniforms for DO's (SDDO's?) coming.

ERO will be taking over probation and parole from HSI. ERO getting additional personnel. HQ tasking for a list of all probation and parole offices in each Field Office is forthcoming.

The ERO processing guide is being updated.

Data quality issues with TECS records updates.

An ERO seized property policy and seizure training are coming.

The 3 nationwide IRC's are having data quality issues.

The Crosscheck operation in March will be led by fug ops. ERO will be responsible for timely data entry into Enforce and ensuring that FCMS and Enforce data match.

DNA training (mouth swabs) coming for SDDO's. The union is negotiating implementation for non-supervisory personnel.

(b)(6), (b)(7)c Supervisor
Criminal Alien Program
Immigration and Customs Enforcement
180 Spring Street SW

Atlanta, GA 30303

Desk: 404-893-(b)(6), (b)(7)c

Fax: 404-893-(b)(6), (b)(7)c [@dhs.gov](mailto: @dhs.gov)



From: (b)(6), (b)(7)c
Sent: Wednesday, February 15, 2012 10:33 AM
To: (b)(6), (b)(7)c
Subject: FW: HQ CAP Teleconference - Today 2/15/12 @1100 am
Importance: High

Let's meet on the 5th floor (small conf. room) if you are available.

Call in number: 1-866-423-(b)(6), (b)(7)c
Participant number: (b)(6), (b)(7)c

Thanks,

(b)(6), (b)(7)c

Assistant Field Office Director
Criminal Alien Division
Atlanta Field Office
(404) 893-(b)(6), (b)(7)c

From: (b)(6), (b)(7)c
Sent: Wednesday, February 08, 2012 8:15 AM
To: (b)(6), (b)(7)c
Subject: RE: HQ CAP Teleconference
Importance: High

10/4

Any questions regarding this email, please feel free to contact me at your convenience.

Thank you,



(b)(6), (b)(7)c

Supervisory Detention & Deportation Officer
Atlanta State CAP / VCAS
Atlanta Field Office

Department of Homeland Security
Immigration & Customs Enforcement
180 Spring Street SW, Suite 417
Atlanta, Georgia 30303

Office Phone: (404) 893-
Fax: (404) 522-

Some people live an entire lifetime and wonder if they have ever made a difference in the world, but the Marines don't have that problem.

--Ronald Reagan--

From: (b)(6), (b)(7)c
Sent: Wednesday, February 08, 2012 8:14 AM
To: (b)(6), (b)(7)c
Subject: HQ CAP Teleconference

FYI

The Headquarters (HQ) component of CAP recognizes that teams in the field work in an environment that is extremely challenging and ever-changing. On November 17, 2009, HQ CAP sent a broadcast message to the field stating that bi-weekly conference calls would resume in an effort to assist field offices in the execution of the CAP FY10 strategic goals. The calls were meant to facilitate communication to discuss issues, answer questions and identify best practices with CAP supervisors.

Starting August 2011, the CAP conference call will be held once a month on the second Wednesday of every month at 11:00 AM EST. Field offices are encouraged to have the Assistant Field Office Director responsible for CAP operations on the monthly call. Field supervisors can call the unit chief or any staff officer at any time for clarification on CAP related issues.

Please use the below information to access the monthly teleconference:

Call in number: 1-866-423-
Participant number: (b)(6), (b)(7)c

(b)(6), (b)(7)c

Assistant Field Office Director

Criminal Alien Division

Atlanta Field Office

(404) 893-(b)(7)c

Department of Corrections

Probation Operations Listing

Probation Operations Office Listing

OFFICE	MAILING ADDRESS	PHONE/FAX	STAFF	
			TITLE	NAME
Director's Office	2 MLK Jr. Dr. Suite 1566 – East Tower Atlanta, GA 30334	Phone: 404-656 Phone: 404-463 Fax: 404-463	Director Deputy Director Secretary III	
Field Operations – Area 1	P.O. Box 6654 Athens, GA 30604	Phone: 404-272 Fax: 404-463	FOM	
Field Operations – Area 2	P.O. Box 819 Waycross, GA 31502	Phone: 912-338 Fax: 912-284	FOM	
Property Control	2 MLK Jr. Dr. Atlanta, GA 30334	Phone: 404-655	Property Controller	
Field Services	2 MLK Jr. Dr. Suite 1566 – East Tower Atlanta, GA 30334	Phone: Phone: 404-210 Phone: 404-304 Fax: 404-463	Manager Program Dev. Consult. Program Dev. Consult.	
Day Reporting Centers	2 MLK Jr. Dr. Suite 1566 Atlanta, GA 30334	Phone: 404-272 Phone: 404-695 Fax: 404-463	Manager Developmental Assign.	
Options Management	2 MLK Jr. Dr. Suite 1566 – East Tower Atlanta, GA 30334 Fax: 404-651-8335	Phone: 404-502 Phone: 404-656 Phone: 404-606 Phone: 404-502 Phone: 404-272 Phone: 229-854	Sr. Hearing Officer Secretary II Hearing Officer Hearing Officer Hearing Officer Hearing Officer	

Probation Operations Office Listing

Probation Operations Managers Judicial Circuit Responsibility

<p>AREA 1</p> <p>Alcove</p>	<p>AREA 2</p> <p>Alapaha</p>
Appalachian	Atlantic
Atlanta	Augusta
Bell-Forsyth	Brunswick
Blue Ridge	Cordele
Chattahoochee	Dougherty
Cherokee	Dublin
Clayton	Eastern
Cobb	Flint
Conasauga	Houston
Coweta	Macon
Douglas	Middle
Enotah	Ocmulgee
Griffin	Oconee
Gwinnett	Ogeechee
Lookout Mountain	Pataula
Mountain	Southern
Northeastern	South Georgia
Northern	Southwestern
Paulding	Tifton
Piedmont	Toombs
Rockdale	Towaliga
Rome	Waycross
Stone Mountain	
Tallapoosa	
Western	

Probation Operations Office Listing

Office	Circuit	Area	CPO/ Office Manager	Phone	FAX	Mailing Address	Physical Location Address	Counties Served
Adel PO	Alapaha	2	(b)(6), (b)(7)c	229-896-	229-896-2275	107 North Parrish Ave. Adel, GA 31620	107 North Parrish Ave. Adel, GA 31620	Cook
Albany PO	Dougherty	2		229-430-	229-430-3068	P.O. Box 822 Albany, GA 31702	1303 Evelyn Ave. Albany, GA 31702	Dougherty
Americus PO	Southw estern	2		229-931-	229-931-2695	P.O. Box 226 Americus, GA 31709	128 E. Forsyth St., Room 224 Post Office Bldg. Americus, GA 31709	Lee Macon Schley Stew art Sumter Webster
Appling PO	Augusta	2		706-541-	706-541-0249	P.O. Box 344 Appling, GA 30802	209 Range Road Appling, GA 30802	Columbia
Athens PO	Western	1		706-369-	706-369-6400	P.O. Box 1146 Athens, GA 30605	171 Old Epps Bridge Rd. Athens, GA 30603	Clarke Oconee
Atlanta Midtow n	Atlanta	1		404-463-	404-463-4323	353 Parkw ay Drive Atlanta, GA 30312	353 Parkw ay Drive Atlanta, GA 30312	Fulton

Probation Operations Office Listing

Office	Circuit	Area	CPO/ Office Manager	Phone	FAX	Mailing Address	Physical Location Address	Counties Served
Atlanta PO	Atlanta	1	(b)(6), (b)(7)c	404-656-	404-657-9478	160 Pryor Street Room JG-54 Atlanta, GA 30303	160 Pryor Street Room JG-54 Atlanta, GA 30303	Fulton
Atlanta PO Court Services	Atlanta	1		404-656-	404-657-9478	160 Pryor Street Room JG-54 Atlanta, GA 30303	160 Pryor Street Room JG-54 Atlanta, GA 30303	Fulton
Atlanta PO Transfer Midtown	Atlanta	1		404-463-	404-463-4343	353 Parkway Drive Atlanta, GA 30312	353 Parkway Drive Atlanta, GA 30312	Fulton
Atlanta PO South	Atlanta	1		404-559-	404-559-6633	1568 Willingham Drive Suite G-102 College Park, GA 30337	1568 Willingham Drive Suite G-102 College Park, GA 30337	Fulton
Atlanta SSU	Atlanta	1		404-505-	404-505-2363	Atlanta West Business Center Bldg. 100, Suite 107 3201 Atlanta Industrial Pkwy Atlanta, GA 30331	Atlanta West Business Center Bldg. 100, Suite 107 3201 Atlanta Industrial Pkwy Atlanta, GA 30331	Fulton
Atlanta PO West	Atlanta	1		404-756-	404-756-4598	2001 MLK Jr. Dr. Suite 412 Atlanta, GA 30310	2001 MLK Jr. Dr. Suite 412 Atlanta, GA 30310	Fulton

Probation Operations Office Listing

Office	Circuit	Area	CPO/ Office Manager	Phone	FAX	Mailing Address	Physical Location Address	Counties Served
Augusta PO	Augusta	2	(b)(6), (b)(7)c	706-721-	706-721-0881	901 Greene Street Augusta, GA 30901	901 Greene Street Augusta, GA 30901	Burke Columbia Richmond
Bainbridge PO	South Georgia	2		229-248-	229-248-3922	P.O. Box 1044 Bainbridge, GA 39818	205 West Water Street Bainbridge, GA 39818	Decatur
Barnesville PO	Tow aliga	2		770-358-	770-504-2374 Faxes need to come to Jackson PO	P.O. Box 2000 Jackson, GA 30233 Mail needs to come to Jackson PO	326 Thomaston Street Barnesville, GA 30247	Lamar
Baxley PO	Brunsw ick	2		912-366-	912-366-1066	69 Tippins Street Suite 104 Baxley, GA 31513	69 Tippins Street Suite 104 Baxley, GA 31513	Appling
Blairsville PO	Enotah	2		706-781-	706-745-0548	395 Cleveland St. Suite 3 Blairsville, GA 30512	Same as mailing address	Union Tow ns
Blakely PO	Pataula	2		229-723-	229-724-2165	P.O. Box 772 Blakely, GA 39823	35 ½ Court Square Collier Bldg., 2 nd Floor Blakely, GA 39823	Early
Blue Ridge PO	Appalachian	1		706-632-	706-632-2264	990 East Main Street Suite 9 Blue Ridge, GA 30513	990 East Main Street Suite 9 Blue Ridge, GA 30513	Fannin

Probation Operations Office Listing

Office	Circuit	Area	CPO/ Office Manager	Phone	FAX	Mailing Address	Physical Location Address	Counties Served	
Brunswick PO	Brunswick	2	(b)(6), (b)(7)c	912-262-	(b)(6), (b)(7)c	912-262-3064	P.O. Box 178 Brunswick, GA 31521	1729 Norwich Street Brunswick, GA 31521	Appling Camden Glynn Jeff Davis Wayne
Buchanan PO	Tallapoosa	1		770-646-		706-646-8533	P.O. Box 156 Buchanan, GA 30113	24 Magnolia St. Buchanan, GA 30113	Haralson Polk
Cairo PO	South Georgia	2		229-377-		229-377-4396	P.O. Box 149 Cairo, GA 39828	24 3 rd Avenue, NE Cairo, GA 39828	Calhoun Decatur Grady Mitchell Baker
Calhoun PO	Cherokee	1		706-624-		706-624-1420	P.O. Box 294 Calhoun, GA 30703	210 A King St. Calhoun, GA 30703	Gordon
Camilla PO	South Georgia	2		229-522-		229-522-3575	P.O. Box 342 Camilla, GA 31730	16 N. Court St. Camilla, GA 31730	Mitchell Baker
Canton PO	Blue Ridge	1		770-479-		770-720-3533	130 E. Main Street Suite G-101 Canton, GA 30114	Same as mailing address	Cherokee

Probation Operations Office Listing

Office	Circuit	Area	CPO/ Office Manager	Phone	FAX	Mailing Address	Physical Location Address	Counties Served
Carnesville PO	Northern	1	(b)(6), (b)(7)c	706-384-	706-384-7002	P.O. Box 371 Carnesville, GA 30521	Franklin County Courthouse 2 nd Floor Carnesville, GA 30521	Franklin
Carrollton PO	Coweta	1		770-836-	770-836-6780	417 Rome Street Carrollton, GA 30117	417 Rome Street Carrollton, GA 30117	Carroll Heard
Cartersville PO	Cherokee	1		770-387-	770-387-4040	P.O. Box 771 Cartersville, GA 30120	123 West Main Street Cartersville, GA 30120	Bartow
Cedartown PO	Tallapoosa	1		770-749-	770-749-2238	P.O. Box 1771 Cedartown, GA 30125	100 A County Loop Road Cedartown, GA 30125	Polk
Clarksville PO	Mountain	1		706-754-	706-754-1680	P.O. Box 2556 Clarksville, GA 30523	201 Monroe Street Clarksville, GA 30523	Habersham Rabun
Claxton PO	Atlantic	2		912-739-	912-739-9618	P.O. Box 26 Claxton, GA 30417	105 Daniels Street Claxton, GA 30417	Evans Tattnall Bryan
Clayton PO	Mountain	1		706-782-	706-782-4098	25 Courthouse Square, Suite 217 Clayton, GA 30525	Same as mailing	Rabun

Probation Operations Office Listing

Office	Circuit	Area	CPO/ Office Manager	Phone	FAX	Mailing Address	Physical Location Address	Counties Served	
Columbus PO	Chattahoochee	1	(b)(6), (b)(7)c	706-649	(b)(6), (b)(7)c	706-649-1236	1328 Second Avenue Columbus, GA 31901	Chattahoochee Harris Marion Muscogee Talbot Taylor	
Conyers PO	Rockdale	1		770-388		770-785-6977	P.O. Box 473 Conyers, GA 30012	365 Salem Gate Drive Suite100 Conyers, GA 30013	Rockdale
Cordele PO	Cordele	2		229-276		229-276-2724	1304 South Seventh Street Cordele, GA 31015	Same as mailing address	Crisp Dooly
Covington PO	Alcovy	1		770-784		770-784-3067	P.O. Box 348 Covington, GA 30015	4186 Baker St. Covington, GA 30015	New ton
Cumming PO	Bell Forsyth	1		770-781		770-781-6799	310 Tribble Gap Road Cumming, GA 30040	Same as mailing address	Forsyth
Cuthbert PO	Pataula	2		229-732		229-732-6663	P.O. Box 365 Cuthbert, GA 39840	113 West Pearl Street Cuthbert, GA	Randolph Quitman Clay
Dahlonega PO	Enotah	1		706-867		706-867-2933	163 Tipton Drive Dahlonega, GA 30533	Same as mailing address	Lumpkin White
Dallas PO	Paulding	1		770-443		770-443-7860	P.O. Box 82 Dallas, GA 30132	250 Butler Industrial Drive Dallas, GA 30132	Paulding

Probation Operations Office Listing

Office	Circuit	Area	CPO/ Office Manager	Phone	FAX	Mailing Address	Physical Location Address	Counties Served
Dalton PO	Conasauga	1	(b)(6), (b)(7)c	706-272-	706-272-2307	307 South Hamilton Street Suite 102 Dalton, GA 30722	307 South Hamilton Street Suite 102 Dalton, GA	Murray Whitfield
Danielsville PO	Northern	1		706-795-	706-795-5234	P.O. Box 392 Danielsville, GA 30633	97 Sunset Dr. Suite A Danielsville, GA 30633	Madison
Darien PO	Atlantic	2		912-437-	912-437-6956	P.O. Box 1238 Darien, GA 31305	213 Walton St. Darien, GA 31305	McIntosh
Dawson PO	Pataula	2		229-995-	229-995-3937	432 Crawford St. NE Suite B Dawson, GA 39842	Same as mailing address	Terrell
Dekalb Central PO (Admin & Court Svcs)	Stone Mountain	1		404-370-	404-371-7295	547 Church Street 1 st Floor Decatur, GA 30030	Same as mailing address	Dekalb
Dekalb Central PO (Case Mgmt Programs)	Stone Mountain	1		404-370-	404-371-7343	547 Church Street 2 nd Floor Decatur, GA 30030	Same as mailing address	Dekalb
Dekalb Central PO Court Svcs	Stone Mountain	1		404-370-	404-371-7343	547 Church Street 2 nd Floor Decatur, GA 30030	Same as mailing address	Dekalb

Probation Operations Office Listing

Office	Circuit	Area	CPO/ Office Manager	Phone	FAX	Mailing Address	Physical Location Address	Counties Served
Dekalb North PO	Stone Mountain	1	(b)(6); (b)(7)(c)	770-414-	770-414-3298	Lavista Office Park 2187 Northlake Pkwy Bldg. 9 Room-23 Tucker, GA 30084	Same as mailing address	Dekalb
Donalsonville PO	Pataula	2		229-524-	229-524-2747	P.O. Box 245 Donalsonville, GA 39845	223 S. Wiley Street Donalsonville, GA 39845	Seminole Miller
Douglas PO	Waycross	2		912-389-	912-389-4415	P.O. Box 1051 Douglas, GA 31534	319 E. Ward St. Douglas, GA 31533	Coffee Bacon
Douglasville PO	Douglas	1		770-489-	770-489-3069	8473 Durelee Lane Suite 400 Douglasville, GA 30134	Same as mailing address	Douglas
Dublin PO	Dublin	2		478-275-	478-274-7895	P.O. Box 2012 Dublin, GA 31021	105 East Jackson Street Dublin, GA 31021	Johnson Laurens Twiggs Trentlen
Eastman PO	Oconee	2		478-374-	478-374-6829	P.O. Box 4234 Eastman, GA 31023	5505 Anson Ave. Eastman, GA 31023	Dodge Bleckley Pulaski

Probation Operations Office Listing

Office	Circuit	Area	CPO/ Office Manager	Phone	FAX	Mailing Address	Physical Location Address	Counties Served
Eatonton PO	Ocmulgee	2	(b)(6), (b)(7)c	706-484-	706-484-2968	P.O. Box 4223 Eatonton, GA 31024	130 Sparta Hwy. Suite B Eatonton, GA 31024	Putnam
Elberton PO	Northern	1		706-213-	706-213-2058	P.O. Box 725 Elberton, GA 30635	233 North Oliver Street Elberton, GA 30635	Elbert Oglethorpe
Elijay PO	Appalachian	1		706-635-	706-635-5126	368 Craig Street Suite 103 Eljay, GA 30540	Same as mailing address	Gilmer
Fayetteville PO	Griffin	1		770-460-	770-460-2475	135 A Bradford Square Fayetteville, GA 30215	Same as mailing address	Fayette
Fitzgerald PO	Cordele	2		229-426-	229-426-5238	P.O. Box 1168 Fitzgerald, GA 31750	Village Plaza 162 Ocilla Hwy. Fitzgerald, GA 31750	Ben Hill Wilcox
Forsyth PO	Towaliga	2		478-994-	770-504-2374 Please send faxes to the Jackson PO	P.O. Box 2000 Jackson, GA 30233 Mail needs to come to Jackson PO	1 Courthouse Square Basement Forsyth, GA 31029	Monroe

Probation Operations Office Listing

Office	Circuit	Area	CPO/ Office Manager	Phone	FAX	Mailing Address	Physical Location Address	Counties Served	
Fort Valley PO	Macon	2	(b)(6), (b)(7)c	478-825-	(b)(6), (b)(7)c	478-825-6107	P.O. Box 754 Fort Valley, GA 31030	Peach County Courthouse Room 226 Fort Valley, GA 31030	Peach Crawford
Gainesville PO	Northeastern	1		770-535-		770-535-6966	2314 Murphy Blvd. Gainesville, GA 30504	Same as mailing address	Dawson Hall
Gray PO	Ocmulgee	2		478-986-		478-986-4086	P.O. Box 753 Gray, GA 31032	Jones County Courthouse Gray, GA 31032	Jones
Greensboro PO	Ocmulgee	2		706-453-		706-453-9970	Greene County Courthouse 113 N. Main St. Suite 306 Greensboro, GA 30642	Greene County Courthouse 113 N. Main St. Suite 306 Greensboro, GA 30642	Greene Morgan
Greenville PO	Coweta	1		706-672-		706-672-2781	P.O. Box 582 Greenville, GA 30222	North Court Square Health Bldg. Greenville, GA 30222	Meriwether
Griffin PO	Griffin	1		770-229-		770-412-4030	Spalding Corners 1435 North Expressway Suite 302 Griffin, GA 30223	Same as mailing address	Pike Spalding

Probation Operations Office Listing

Office	Circuit	Area	CPO/ Office Manager	Phone	FAX	Mailing Address	Physical Location Address	Counties Served
Hartwell PO	Northern	1	(b)(6), (b)(7)c	706-856-	706-856-2723	P.O. Box 715 Hartwell, GA 30643	68 Maret Street Hartwell, GA 30643	Hart Franklin
Hazlehurst PO	Brunswick	2		912-375-	912-379-1032	P.O. Box 1060 Hazlehurst, GA 31539	Jeff Davis County Courthouse Hazlehurst, GA 31539	Jeff Davis
Hinesville PO	Atlantic	2		912-370-	912-370-2575	P.O. Box 94 Hinesville, GA 31313	104 A Commerce St. Hinesville, GA 31313	Bryan Evans Liberty Long McIntosh Tattnall
Homerville PO	Alapaha	2		912-487-	912-487-3616	110 Court Square Homerville, GA 31634	Same as mailing address	Clinch
Jackson PO	Towaliga	2		770-504-	770-504-2374	P.O. Box 2000 Jackson, GA 30233	286 Cedar St. Jackson, GA 30233	Butts Lamar Monroe
Jasper PO	Appalachian	1		706-692-	706-692-4804	37 Court Street Jasper, GA 30143	Same as mailing address	Pickens

Probation Operations Office Listing

Office	Circuit	Area	CPO/ Office Manager	Phone	FAX	Mailing Address	Physical Location Address	Counties Served
Jesup PO	Brunswick	2	(b)(6), (b)(7)c	912-427-	912-427-1960	243 N. Brunswick St. Jesup, GA 31546	243 North Brunswick St. Jesup, GA 31546	Wayne
LaFayette PO	Lookout Mountain	1		706-638-	706-638-5463	109 Main Street LaFayette, GA 30728	Same as mailing address	Catoosa Chattooga Dade Walker
LaGrange PO	Coweta	1		706-845-	706-845-4249	206 Rear Ridley Avenue LaGrange, GA 30240	Same as mailing address	Troup
Lakeland PO	Alapaha	2		229-482-	229-482-8318	P.O. Box 366 Lakeland, GA 31635	330 B Church Street Lakeland, GA 31635	Lanier Atkinson Cook Clinch Berrien
Lawrenceville PO	Gwinnett	1		770-339-	770-339-2225	P.O. Box 1305 Lawrenceville, GA 30046	410 Oak St. Lawrenceville, GA 30046	Gwinnett
Louisville PO	Middle	2		478-625-	478-625-7762	P.O. Box 706 Louisville, GA 30434	142 East Broad Street Louisville, GA 30434	Jefferson
Lyons PO	Middle	2		912-526-	912-526-5752	P.O. Box 658 Lyons, GA 30436	Toombs County Detention Center Bldg. Lyons, GA 30436	Candler Emanuel Jefferson Toombs Washington

Probation Operations Office Listing

Office	Circuit	Area	CPO/ Office Manager	Phone	FAX	Mailing Address	Physical Location Address	Counties Served		
Macon PO	Macon	2	(b)(6), (b)(7)c	478-751	(b)(6), (b)(7)c	478-752-1022	543 Second Street Macon, GA 31201	Same as mailing address	Bibb	
Marietta PO	Cobb	1		770-528		770-528-4277	P.O. Box 910 Marietta, GA 30061	109 Anderson Street Suite 201 Marietta, GA 30061		Cobb
Marietta PO North	Cobb	1		770-528		770-528-3163				Cobb
Marietta PO South	Cobb	1		770-916		770-916-2135	P.O. Box 910 Marietta, GA 30061	2275 Northwest Pkwy Suite 170 Marietta, GA 30067		Cobb
McDonough PO	Flint	2		770-954		770-954-2919	45 Keys Ferry Street McDonough, GA 30253	Same as mailing address		Henry
McRae PO	Oconee	2		229-868		229-868-3209	P.O. Box 151 McRae, GA 31055	401 Second Avenue McRae, GA 31055		Montgomery Telfair Wheeler
Milledgeville PO	Ocmulgee	2		478-445		478-445-1430	P.O. Box 1808 Milledgeville, GA 31059	Arnall Bldg 1 st Floor 2271 Vinson Hwy Hardwick, GA		Baldwin Hancock Wilkinson

Probation Operations Office Listing

Office	Circuit	Area	CPO/ Office Manager	Phone	FAX	Mailing Address	Physical Location Address	Counties Served	
Millen PO	Ogeechee	2	(b)(6), (b)(7)c	478-982	(b)(6), (b)(7)c	478-982-2379	Jenkins County Courthouse Millen, GA 30442	Jenkins	
Monroe PO	Alcovy	1		770-267		770-207-4202	P.O. Box 129 Monroe, GA 30655	226 Alcovy Place Suite C-7 Monroe, GA 30655	Walton
Monticello PO	Ocmulgee	2		706-468		706-468-5011	126 West Green St. Suite 30 Monticello, GA 31064	Same as mailing address	Jasper
Morgan PO	South Georgia	2		229-849		229-849-0110	P.O. Box 143 Morgan, GA 39866	56 Court St. Morgan, GA 39866	Calhoun
Morrow PO	Clayton	1		770-960		770-960-4143	1331 Citizens Pkwy Suite 201 Morrow, GA 30260	Same as mailing address	Clayton
Moultrie PO	Southern	2		229-891		229-891-7271	P.O. Box 1214 Moultrie, GA 31776	18 South Main Street Moultrie, GA 31776	Colquitt
Nashville PO	Alapaha	2		229-686		229-686-7688	495 Country Farm Road Nashville, GA 31639	Same as mailing address	Berrien

Probation Operations Office Listing

Office	Circuit	Area	CPO/ Office Manager	Phone	FAX	Mailing Address	Physical Location Address	Counties Served
Newnan PO	Coweta	1	(b)(6), (b)(7)c	770-254-	770-254-7309	51 B Perry Street Newnan, GA 30263	Same as mailing address	Carroll Coweta Meriwether Troup
Perry PO	Houston	2		478-988-	478-988-6710	Houston County Courthouse 201 Perry Pkwy Perry, GA 31069	Same as mailing address	Houston
Reidsville PO	Atlantic	2		912-557-	912-557-6211	P.O. Box 636 Reidsville, GA 30456	Tattnall County Courthouse 2 nd Floor 108 Brazell St. Reidsville, GA 30456	Tattnall
Rome PO	Rome	1		706-295-	706-295-6397	400 Broad Street Suite 100 Rome, GA 30161	Same as mailing address	Floyd
Sandersville PO	Middle	2		478-553-	478-553-2462	P.O. Box Drawer 1015 Sandersville, GA 31082	111 Brookins Street Sandersville, GA 31082	Washington
Savannah PO	Eastern	2		912-651-	912-651-3376	P.O. Box 9504 Savannah, GA 31412	607 B Abercorn Street Savannah, GA 31401	Chatham

Probation Operations Office Listing

Office	Circuit	Area	CPO/ Office Manager	Phone	FAX	Mailing Address	Physical Location Address	Counties Served	
Soperton PO	Dublin	2	(b)(6), (b)(7)c	912-529-	(b)(6), (b)(7)c	912-529-4223	Mail sent to Dublin Probation Office P.O. Box 2012 Dublin, GA 31040	202 M.L.K. Street, South Soperton, GA 30457	Treutlen
Springfield PO	Ogeechee	2		912-754-		912-754-7959	P.O. Box 820 Springfield, GA 31329	103 South Laurel Street Springfield, GA 31329	Effingham
Statesboro PO	Ogeechee	2		912-871-		912-871-1311	P.O. Box 238 Statesboro, GA 30459	15 North Main Street Statesboro, GA 30459	Bulloch Effingham Jenkins Screven
Swainsboro PO	Middle	2		478-289-		478-289-2607	P.O. Draw er 940 Swainsboro, GA 30401	Emanuel County Office Bldg. 101 N. Main St. Swainsboro, GA 30401	Emanuel Candler
Sylvania PO	Ogeechee	2		912-564-		912-564-5985	655 Frontage Road East Sylvania, GA 30467	Same as mailing address	Screven
Sylvester PO	Tifton	2		229-777-		229-777-2137	P.O. Box 876 Sylvester, GA 31791	105 East Liberty Avenue Sylvester, GA 31791	Worth Turner
Thomaston PO	Griffin	1		706-646-		706-646-6061	113 B East County Road Thomaston, GA 30286	Same as mailing address	Upson

Probation Operations Office Listing

Office	Circuit	Area	CPO/ Office Manager	Phone	FAX	Mailing Address	Physical Location Address	Counties Served
Thomasville PO	Southern	2	(b)(6), (b)(7)c	229-225-	229-225-4349	P.O. Box 1602 Thomasville, GA 31792	436 "H" Smith Avenue Thomasville, GA 31792	Thomas
Thomson PO	Toombs	2		706-595-	706-595-1318	P.O. Box 337 Thomson, GA 30824	1025 Warrenton Highway Thomson, GA 30824	Glascoc McDuffie
Tifton PO	Tifton	2		229-386-	229-386-7396	P.O. Box 2006 Tifton, GA 31793	541 South Main Street Tifton, GA 31794	Irwin Tift
Toccoa PO	Mountain	1		706-282-	706-282-4601	27 Doyle Street Toccoa, GA 30577	Same as mailing address	Stephens
Valdosta PO	Southern	2		229-333-	229-245-2228	P.O. Box 6 Valdosta, GA 31603	209 North Ashley Street Valdosta, GA 31603	Lowndes Echols Brooks
Warner Robins PO	Houston	2		478-929-	478-329-4716	281 D Carl Vinson Pkwy Warner Robins, GA 31088	Same as mailing address	Houston
Washington PO	Toombs	2		706-678-	706-678-7479	P.O. Box 867 Washington, GA 30673	Wilkes County Courthouse 23 E. Court St Room 401 Washington, GA 30673	Wilkes Lincoln Taliaferro Warren

Probation Operations Office Listing

Office	Circuit	Area	CPO/ Office Manager	Phone	FAX	Mailing Address	Physical Location Address	Counties Served	
Watkinsville PO	Western	1	(b)(6), (b)(7)c	706-769-	(b)(6), (b)(7)c	706-769-2946	P.O. Box 92 Watkinsville, GA 30677	203 North Main Street Watkinsville, GA 30644	Oconee
Waycross PO	Waycross	2		912-287-		912-284-2505	P.O. Box 819 Waycross, GA 31502	306 Albany Ave Waycross, GA 31502	Brantley Charlton Pierce Ware
Waynesboro PO	Augusta	2		706-437-		709-437-6848	P.O. Box 89 Waynesboro, GA 30830	Burke County Courthouse 105 Liberty St Waynesboro, GA 30830	Burke
Winder PO	Piedmont	1		678-963-		770-867-2307	22 Lee Street Winder, GA 30680	Same as mailing address	Barrow Banks Jackson
Woodbine PO	Brunswick	2		912-576-		912-576-1312	P.O. Box 400 Woodbine, GA 31569	205 Fourth Street Woodbine, GA 31569	Camden

Probation Operations Office Listing

Day Reporting Centers

Center	Address	Phone	Fax	Administrator/CPO
Clayton Day Reporting Center	1331 Citizens Parkway Morrow, Georgia 30260	770-960	770-960-2052	(b)(6), (b)(7)c
Griffin Day Reporting Center	426 Melrose Ave. Griffin, Georgia 30223	770-229	770-229-3349	
Macon Day Reporting Center	543 Second Street Suite 101 Macon, Georgia 31201	478-751	478-751-4196	
Rome Day Reporting Center	1604 North Broad Street Rome, GA 30161	706-368	706-295-6771	
Tifton Day Reporting Center	Physical Address: 115 South Davis Ave. Tifton, Georgia 31794 Mailing Address: P.O. Box 1149 Tifton, Georgia 31794	229-391	229-391-6933	
Athens Day Reporting Center	Physical Address: 171 Old Epps Bridge Rd. Athens, Georgia 30605 Mailing Address: P.O. Box 1146 Athens, GA 30603	706-369	706-369-5723	

From: (b)(6), (b)(7)c
To: (b)(6), (b)(7)c
Cc:
Subject: Refocus of McRae CAP Surge Assets
Date: Tuesday, July 19, 2011 5:33:56 PM
Attachments: [DRayJamesPrisonNov10.pdf](#)

In the interest of utilizing the detailed McRae CAP Surge assets to their utmost potential, we will be expanding the facility focus to include the D. Ray James Correctional Facility in Folkston, Georgia. This contract detention facility is currently being used as a foreign born release facility by the Bureau of Prisons and has a maximum capacity of 2,847 inmates with BOP reporting last week's population at 2,506 inmates, dwarfing McRae's population of 1,733 inmates.

http://www.bop.gov/locations/weekly_report.jsp

This re-focus of some of the McRae CAP Surge assets will become necessary due to the McRae facility's limiting the number of inmates that ICE is able to interview on a daily basis. The McRae Surge has already produced 677 Level 1 NCIC code charging documents. This is still only a third of the population still leaving approximately an additional 1,000 cases still to be processed. Unfortunately, the facility does not have the space to accommodate more than 20 interviews daily and this will have a negative impact on the number of cases readily available for processing in the future. As such, it will become necessary to put the soon to be available McRae CAP SURGE officers on the overlooked D. Ray James facility which can become an extremely productive location. A preliminary review of the D. Ray James facility's upcoming releases has shown that over 95 percent of the population needed processing or additional processing prior to coming into ICE custody. These statistics will be maintained separately and reported as a second SURGE.

As shown above, the statistics for both of these facilities still show a great need for the continuation of the CAP SURGE detail and hopefully the initiation of a second highly productive IRP site at the D. Ray James facility. (The McRae IRP commenced last month and EOIR has been very receptive to establishing more within our AoR).

I have attached the issue paper that had been previously submitted for the D. Ray James Correctional Facility.

Thank you.

(b)(6), (b)(7)c
Deputy Field Office Director
Atlanta Field Office
Ofc.: (404) (b)(6), (b)(7)c
Fax.: (404) 893-1347
(b)(6), (b)(7)c @dhs.gov

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From:
To:

(b)(6), (b)(7)c

Cc:

[Skinner, Felicia S](#)

Subject:

FW: 1. Prosecutor Notification Procedures - SOP, and 2. FY2012 ATL Enforcement Plan - CAP surges??

Date:

Tuesday, January 17, 2012 8:31:27 PM

Attachments:

[FW Documenting Prosecutorial Discretion in EABM EADM and EARM.msg](#)

[AFOD Prosecutorial Discretion Training Materials.msg](#)

[FY 2012 Enforcement Plan.docx](#)

[image004.wmz](#)

[image001.gif](#)

[image002.png](#)

Importance:

High

Two more that need resolution at the morning briefing:

1. What we did to implement the notification process to prosecutors when we are getting ready to deport someone who still has local charges that have never been prosecuted or dismissed? I know we sent out the mass mailing to all the prosecutors asking them for their point-of-contact info, but did we actually ever implement the procedures to notify them in any way?
2. Our FY12 Enforcement Plan (attached) lists a CAP Surge Operation throughout February. Surges planned to take place at Forsyth, New Hanover, Guilford, Douglas, and Carroll County Jails as well as Butner FCI. Are we moving forward with this and if so, have POCs been established and outreach/coordination with the local jails and Butner been done?

(b)(6), (b)(7)c

Deputy Field Office Director
(responsible for the state of Georgia, except the Stewart Detention Center)
Atlanta Field Office
Enforcement and Removal Operations
U. S. Immigration and Customs Enforcement
Department of Homeland Security
Office: (404) 893-~~893~~(b)(6), (b)(7)c

From:

(b)(6), (b)(7)c

Sent: Tuesday, January 17, 2012 6:13 AM

To:

(b)(6), (b)(7)c

Cc:

Subject: RE: Prosecutor Notification Procedures - SOP

Importance: High

(b)(6), (b)(7)c

Along with this SOP, some other issues need to be resolved to include the following:

Which AFODs are going to train the SDDOs on PD? Tasking is attached for your convenience
How should we proceed with training BUEs on the documentation of PD in EABM, EARM, and IDENT? The attached e-mail addresses my concerns with this and a possible solution
Our FY12 Enforcement Plan (attached) lists a CAP Surge Operation throughout February. Surges planned to take place at Forsyth, New Hanover, Guilford, Douglas, and Carroll County Jails as well as Butner FCI. Are we moving forward with this and if so, have POCs been established and outreach/coordination with the local jails and Butner been done?

I figured we should probably address these issues and/or come up with plans of action before the FOD asks about them. Maybe we can all get together to discuss....

(b)(6), (b)(7)c

*Supervisory Detention and Deportation Officer
DHS-ICE-ERO
Atlanta Field Office
Taskings/Training/Health & Safety
404-893- (desk)
404-354- (cell)*

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From: (b)(6), (b)(7)c

Sent: Thursday, January 12, 2012 5:21 PM

To:

Cc: (b)(6), (b)(7)c

Subject: FW: Prosecutor Notification Procedures - SOP

(b)(6), (b)(7)c asked me today what we did to implement the notification process to prosecutors when we are getting ready to deport someone who still has local charges that have never been prosecuted or dismissed. I know we sent out the mass mailing to all the prosecutors asking them for their point-of-contact info, but did we actually ever implement the procedures to notify them in any way?

From: (b)(6), (b)(7)c

Sent: Thursday, August 04, 2011 8:51 PM

To: (b)(6), (b)(7)c

Subject: Re: Prosecutor Notification Procedures - SOP

10/4. Looks good.

Thank you.

(b)(6), (b)(7)c

Deputy Field Office Director

Atlanta Field Office

Ofc.: (404) 893- (b)(6), (b)(7)c

Fax.: (404) 893-1347

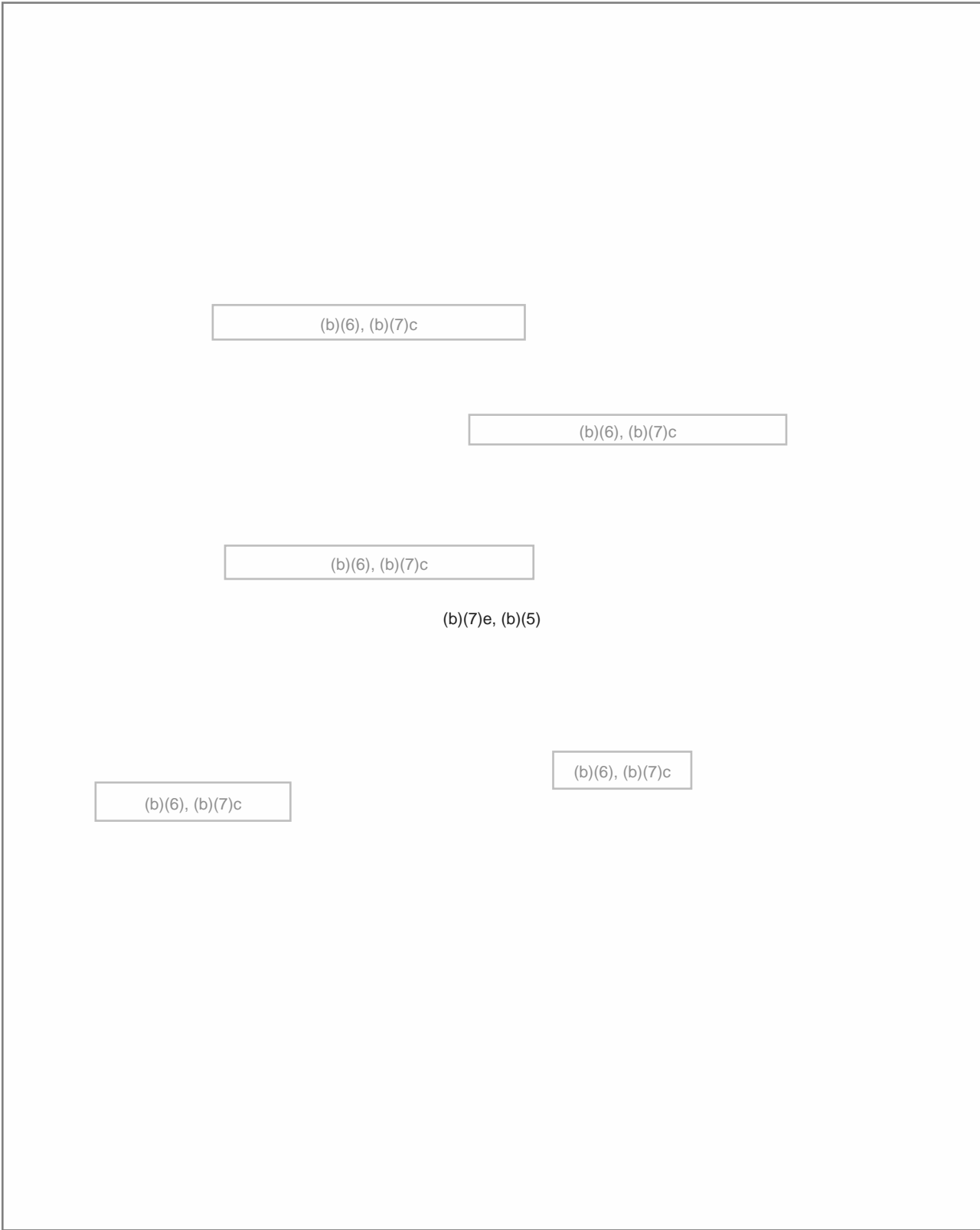
(b)(6), (b)(7)c @dhs.gov

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From (b)(6), (b)(7)c

To: (b)(6), (b)(7)c
Cc:
Sent: Thu Aug 04 20:06:48 2011
Subject: RE: Prosecutor Notification Procedures - SOP

I made some suggested edits on the attached w/ track changes for Part II. Docket Officer Procedures. I'm pasting it below as it would be w/ the proposed changes. Can we have a group sit in a room tomorrow and work on it?



(b)(7)e, (b)(5)

(b)(6), (b)(7)c

Deputy Field Office Director
(N. Carolina, S. Carolina, Stewart Detention Center)
Atlanta Field Office
Enforcement and Removal Operations
U. S. Immigration and Customs Enforcement
Department of Homeland Security
Office: (404) 893-~~(b)(6), (b)(7)c~~

From: (b)(6), (b)(7)c
Sent: Thursday, August 04, 2011 6:29 PM
To: (b)(6), (b)(7)c
Subject: Prosecutor Notification Procedures - SOP
Importance: High

The FOD has directed that an SOP is established immediately to ensure these new procedures are implemented and adhered to. I have taken a stab at preparing the attached. Please review and provide any comments or updates using "Track Changes". I have cut and pasted it below to facilitate review on the BB.

Thank you.

(b)(6), (b)(7)c
Deputy Field Office Director
Atlanta Field Office
Ofc.: (404) 893-~~(b)(6), (b)(7)c~~
Fax.: (404) 893-1347
(b)(6), (b)(7)c @dhs.gov

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(b)(7)e, (b)(5)

(b)(6), (b)(7)c

(b)(6), (b)(7)c

(b)(6), (b)(7)c

(b)(6), (b)(7)c

(b)(6), (b)(7)c

(b)(7)e, (b)(5)

(b)(6), (b)(7)c

(b)(6), (b)(7)c

(b)(6), (b)(7)c

(b)(6), (b)(7)c

(b)(6), (b)(7)c

(b)(7)e, (b)(5)

(b)(6), (b)(7)c

(b)(7)e, (b)(5)

Felicia S. Skinner
Field Office Director
Atlanta Field Office

Date

From: (b)(6), (b)(7)c
To: (b)(6), (b)(7)c
Cc:
Subject: FW: Documenting Prosecutorial Discretion in EABM, EADM and EARM
Date: Tuesday, January 03, 2012 7:16:11 PM
Attachments: [PD Fact Sheet 122211 Final.pdf](#)

If I'm understanding correctly: Tasking's suggestion is that we send the "PD Fact Sheet" provided by HQ to all supervisors at this time, and have the supervisors distribute to their employees, but hold off on any formal training, since HQ has instructed us not to conduct training for the BUEs until HQ gives the go-ahead?

(b)(6), (b)(7)c

Deputy Field Office Director
(responsible for the state of Georgia, except the Stewart Detention Center)
Atlanta Field Office
Enforcement and Removal Operations
U. S. Immigration and Customs Enforcement
Department of Homeland Security
Office: (404) 893-(b)(6), (b)(7)c

From: (b)(6), (b)(7)c
Sent: Tuesday, January 03, 2012 12:57 PM
To: (b)(6), (b)(7)c
Subject: Documenting Prosecutorial Discretion in EABM, EADM and EARM

(b)(6), (b)(7)c

Early last week the FOD advised that she wanted personnel trained on documenting PD in EABM and EARM. I've reviewed the attached guidance and feel we should disseminate it to supervisors only without providing formal training. The attached PD Fact Sheet thoroughly explains the three new tools to document PD. I suggest we send this guidance to each supervisor so that they can explain these procedures to their personnel when it's time. Which brings me to the second part of this e-mail. Currently, HQ has not given management clearance to train bargaining unit employees on PD. We can train BUEs if the FOD wants us to but then we're going to have to define PD. I don't believe we're willing to do that at this stage. Any thoughts on this? Could we also get some perspective for the DFODs/Acting FOD?

On a side note, Taskings can create all of the PD dockets in EARM (ATL/GNS/STG/CHL/CLT).

Thanks,

(b)(6), (b)(7)c

*Supervisory Detention and Deportation Officer
DHS-ICE-ERO
Atlanta Field Office
Taskings/Training/Health & Safety
404-893-(b)(6), (b)(7)c (desk)
404-354-(b)(6), (b)(7)c (cell)*

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From: Skinner, Felicia S
Sent: Tuesday, December 27, 2011 7:58 AM
To: [REDACTED] (b)(6), (b)(7)c
Subject: FW: Documenting Prosecutorial Discretion in EABM, EADM and EARM

We need to get this in the training que asap for employees and document those that have been trained throughout the AOR. Lets discuss at 930

Felicia S. Skinner

Field Office Director
Atlanta Field Office-(GA, NC, & SC)
DHS-ICE-ERO
404-898[REDACTED] (b)(6), (b)(7)c

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From: ERO Taskings
Sent: Friday, December 23, 2011 3:31 PM
Subject: Documenting Prosecutorial Discretion in EABM, EADM and EARM

The following message is sent on behalf of Marc Rapp, Acting Assistant Director for Law Enforcement Systems and Analysis Division with approval of David J. Venturella, Assistant Director for Field Operations:

To: Field Office Directors, and Deputy Field Office Directors

Subject: **Documenting Prosecutorial Discretion in EABM, EADM and EARM**

ERO has implemented three methods to communicate and track the exercise of prosecutorial discretion [\[1\]](#). **These methods provide the capability for ERO and other DHS stakeholders to identify who has been granted prosecutorial discretion quickly and efficiently.** Detailed implementation information is available in the attached document titled "PD_Fact_Sheet_122211_Final.pdf". This fact sheet will also be available via the ERO Resource Library (Unit Resources tab) on the Data Quality and Integrity page under the Notices section.

NEW TOOLS:

[REDACTED]

1. **NEW ENFORCE PD ALERT:** This new “PD – Prosecutorial Discretion” alert value was added to the EABM and EARM December 22, 2011. This new alert will be used for all encounters when discretion is exercised.
2. **IDENT ALERT:** ICE and US-VISIT are in the process of implementing a new IDENT PD Alert. Until that IDENT PD alert is created, ERO is directed to use the “Other” Alert in IDENT for any PD case as a method to communicate PD status to non-ENFORCE users. In the “Alert Text” field, enter the date discretion was exercised or the date of an IJ order administratively closing the case.
3. **PD DOCKET CREATION:** In addition to the alerts, each DCO is required to create a PD docket to store cases administratively closed by EOIR where the reason is prosecutorial discretion (PD).

CRITICAL ITEMS:

- All cases given any PD should have a PD alert added to either EABM or EARM and IDENT.
- Cases that are terminated for the purposes of PD by an immigration judge should be closed out in the EARM with a Depart-Cleared Status of T.
- Cases that have a charging document issued, but PD is granted prior to the charging document being served on the courts should be closed in the EARM with a Depart-Cleared Status of E.
- Admin case closures based on EOIR actions are the only cases that will be located in the Prosecutorial Discretion by IJ docket.
- A reporting mechanism for these apprehensions is still being developed.
- First line supervisors should ensure that all events created that have been granted PD have the correct alert assigned.

FUTURE ENHANCEMENTS:

- **Prosecutorial Discretion** will be added to the list of processing disposition values in the EABM. This will supplement the current list of values and should be utilized where prosecutorial discretion is exercised and none of the other values apply.
- **Prosecutorial Discretion** will be added to the “Lift Code” list of values in the EARM and the EABM.
- **Prosecutorial Discretion** will be added to the “Release Reason” list of values for booking a subject out of custody in the EADM.

Assistance in regards to these system changes can be directed to the Data Quality and Integrity Unit POC, (b)(6), (b)(7)c at (202) 732- (b)(6), (b)(7)c or the Data Quality and Integrity Mailbox, identified a (b)(7)e in Microsoft Outlook or

(b)(7)e

III Director John Morton’s Memo dated 06/17/2011

(b)(7)e

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[\[1\]](#) *Director John Morton's Memo dated 06/17/2011*

(b)(7)e

From: (b)(7)e
Subject: AFOD Prosecutorial Discretion Training Materials
Date: Friday, December 23, 2011 7:04:06 PM

The following message is being sent on behalf of Gary Mead, Executive Associate Director, Enforcement and Removal Operations:

To: Field Office Directors, Deputy Field Office Directors and Assistant Field Office Directors

Subject: AFOD Prosecutorial Discretion Training Materials

The materials presented during the AFOD Prosecutorial Discretion (PD) Training are now available on the (b)(7)e. Please utilize these materials to ensure consistency when implementing PD training at the Field Office level.

FODs, DFODs and AFODs can begin the process of training Supervisory Detention and Deportation Officers and Supervisory Immigration Enforcement Agents at this time. Headquarters ERO will inform the Field Offices when they are permitted to begin PD training for bargaining unit members. Until then, no bargaining unit members may be formally trained.

Please contact your respective DAD in HQ Field Operations with any questions, concerns or assistance with implementation of the training.

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From: (b)(6), (b)(7)c
To: (b)(7)e
Subject: Field Office Guidance on Current Policy and Procedures for Screening Aliens in NCIC Prior to Release or Removal
Date: Monday, March 21, 2011 4:48:10 PM
Attachments: [NCIC Requirements Prior to Removal or Release Memo \(4-4-05\).pdf](#)
Importance: High

Atlanta Field Office Employees,

Please review the below guidance from ERO HQ on the requirement to conduct proper NCIC record checks prior to removing or releasing aliens in ICE custody. The April 4, 2005, Victor Cerda memorandum referenced below is attached for your review. Should you have any questions on this directive please see your first-line supervisor for clarification.

Thanks,

(b)(6), (b)(7)c SDDO
ERO Taskings & Policy / Detention Standards / Firearms & Training
Environmental Health & Safety / Congressional & Public Affairs
Atlanta DHS / ICE / ERO

From: ERO Taskings
Sent: Thursday, March 17, 2011 1:00 PM
Subject: Field Office Guidance on Current Policy and Procedures for Screening Aliens in NCIC Prior to Release or Removal

This message is being sent on behalf of David J. Venturella, Assistant Director for Field Operations:

To: Field Office Directors and Deputy Field Office Directors

Subject: Field Office Guidance on Current Policy and Procedures for Screening Aliens in NCIC Prior to Release or Removal

On January 7, 2011, the Department of Homeland Security Office of Inspector General (OIG) issued their draft report titled, *Supervision of Aliens Commensurate with Risk (OIG-10-092-AUD-ICE)*.

The report found on limited occasions, ICE personnel did not comply with the April 4, 2005, policy memorandum titled, *NCIC Requirements Prior to Removal or Release* that requires Field Offices to conduct an NCIC check prior to removal or release of an alien,

(b)(7)e
(b)(7)e This message is a reminder that NCIC checks must be completed prior to removal or release of an alien.

Should you have any questions regarding this distribution, please contact (b)(6), (b)(7)c
Acting Unit Chief, Operations Coordination Unit at 202-732-(b)(6), (b)(7)c or via email at

(b)(6), (b)(7)c

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U.S. Immigration
and Customs
Enforcement

APR - 4 2005

MEMORANDUM FOR: Field Office Directors

FROM: Victor X. Cerda
Acting Director 

Subject: NCIC Requirements Prior to Removal or Release

Purpose

Headquarters, Detention and Removal wants to ensure that aliens, whose removal or release from custody is imminent, are clear of warrants by other law enforcement agencies prior to taking any removal action.

Background

Recently, it has come to the attention of Headquarters, Fugitive Operations Unit (HQFOU), that an alien was removed even though the subject had a federal warrant listed in the National Crime Information Center (NCIC). The U.S. Government is now forced to pursue the extradition of a criminal that ICE had in custody. Had an inquiry been made with NCIC, the case officer would have been made aware of the existence of such a warrant.

Policy

Effective immediately, Field Offices will conduct an NCIC check immediately upon taking custody of *any* alien with the intention of removing them. Under no circumstances will any alien be removed prior to receiving an NCIC response. For those removals requiring the use of Centralized Ticketing, notification that NCIC checks have been completed will now be compulsory through a new data field created on the "Escort Reservation Form," entitled **NCIC Check Completed**. To further document that this process has been completed, a copy of the NCIC printout will be placed into the A-file.

For those removals taking place to Mexico and Canada, evidence of the NCIC check must also be maintained in the A-file. On those cases where a NCIC check was done and a warrant was located, notate in the file the action that was taken, such as negative results or which agency was notified, and the subsequent outcome.

This policy also affects those aliens being prepared for release from custody regardless of conditions set. While an NCIC query must be completed, if no warrants exist, all that is needed is a copy of the NCIC printout to be placed into the A-file. In all cases, if the agency holding the warrant declines to take the alien into custody, record the officer's name and title of the declining agency as well as the date, time and contact phone number. A secondary record will be created in the case comments screen of DACS. Also, it is imperative that the agency holding the warrant be advised that the removal will not be delayed and they are to assume custody of the wanted person as soon as possible (enter a time frame, i.e., within 24 hours). If the agency responsible for the warrant intends to take custody, a memo regarding the action to be taken will be placed into the A-file and a detainer lodged with the receiving agency upon the change of custody.

This policy should not be confused with Third Agency Checks covered under a separate memorandum.

The NCIC manual is available on Law Enforcement Online (LEO). To establish a LEO account, gain access to NCIC, or if you have any questions regarding this policy, contact (b)(6), (b)(7)c Chief, Headquarters, Fugitive Operations Unit, at (202) 353-(b)(6), (b)(7)c

From: (b)(6), (b)(7)c
To:
Subject: RE: D. Ray James FCI CAP Surge
Date: Monday, December 12, 2011 9:11:19 AM

Great! Thanks!! ☺

From: (b)(6), (b)(7)c
Sent: Monday, December 12, 2011 9:07 AM
To: (b)(6), (b)(7)c
Subject: Re: D. Ray James FCI CAP Surge

That would be Savannah which is now part of Atl CAP.

Thanks

Sent using BlackBerry

From: (b)(6), (b)(7)c
Sent: Monday, December 12, 2011 09:05 AM
To: (b)(6), (b)(7)c
Subject: D. Ray James FCI CAP Surge

Hey (b)(6), (b)(7)c

Is it your CAP team doing this CAP surge? If so, do you have any numbers of those processed so far or detainees placed? This is needed for a report due later this afternoon.

Thanks,

(b)(6), (b)(7)c ☺

(b)(6), (b)(7)c

Deportation Officer

Taskings Unit

DHS-ICE-ERO

Atlanta Field Office

Desk: 404-893

Cell: 404-354 (b)(6), (b)(7)c

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FY 2012 Enforcement Plan – Atlanta Field Office

First Quarter of FY 2012

Return to Sender (RTS) Fugitive Operation – November 28-30, 2011

AOR-wide Fugitive Operation targeting ICE fugitives with a focus on criminal fugitive aliens
No resources needed with the exception of assistance from local personnel
Anticipate eighty-five (85) arrests

CAP Surge Operation – December 1 - 31, 2011

Folkston, Georgia – D. Ray James FCI

Led by Atlanta Field Office and Stewart Detention Center CAP Units augmented by detailers from within and outside of the Field Office (b)(7)SDDOs, (b)(7)ERAs, (b)(7)IEAs
D. Ray James is a 2,800 bed BOP facility housing foreign born federal inmates
Substantial TDY/Per Diem/Overtime/Lodging resources required
Anticipate screening / interviewing two hundred and fifty (250) foreign born aliens.
Estimated costs (to include lodging, airfare, car rental & MI&E): \$75,000

CAP Surge Operation – December 12-16, 2011

Spartanburg, South Carolina – Spartanburg County Detention Facility

Operation will involve Charleston, Columbia, and Greer Criminal Alien Program Officers
TDY/Per Diem/Overtime/Lodging resources required. Need for additional personnel is not anticipated.
Anticipate fifty (50) arrests
Estimated costs: (b)(7)e

Second Quarter of FY 2012

Begin outreach to the United States Marshals prior to our tentative CAP Surge Operations in September 2012, operations targeting US Marshal Prisoners currently detained at county jails.

SOAR Operations – January 3 -5, 2012

AOR-wide special focus dedicated to the identification and apprehension of alien sex offenders. Convicted sex offenders are the highest priority in the Atlanta Field Office; therefore officers promptly investigate and arrest alien sex offenders immediately once a case has been identified.

CAP Surge Operation – January 1 - 31, 2012

Folkston, Georgia – D. Ray James FCI

Led by Atlanta Field Office and Stewart Detention Center CAP Units augmented by detailers from within and outside of the Field Office (b)(7)SDDOs, (b)(7)ERAs, (b)(7)IEAs
D. Ray James is a 2,800 bed BOP facility housing foreign born federal inmates

Substantial TDY/Per Diem/Overtime/Lodging resources required
Anticipate screening / interviewing two hundred and fifty (250) foreign born aliens. Estimated costs (to include lodging, airfare, car rental & MI&E): \$75,000.

CAP Surge Operation – Throughout February 2012

Charlotte, North Carolina – Forsyth, New Hanover, and Guilford County Jails

Raleigh, North Carolina – Butner Federal Complex (LSCI/Butner Medium/Butner FCI)

Atlanta, Georgia – Douglas and Carroll County Jails

Overtime resources required for weekend operations. Need for additional resources is not anticipated

Anticipate one-hundred (100) arrests

Operation Crosscheck III – March 2012

AOR-wide Fugitive Operation augmented by Officers from CAP, DMU, ATD, HSI and local LEAs

TDY/Per Diem/ Overtime/Additional Transportation resources required

Target of three-hundred (300) arrests

Estimated costs: \$5,000

Third Quarter of FY 2012

SOAR Operations – April 2 -4, 2012

AOR-wide special focus dedicated to the identification and apprehension of alien sex offenders. Convicted sex offenders are the highest priority in the Atlanta Field Office; therefore officers promptly investigate and arrest alien sex offenders immediately once a case has been identified.

CAP Surge Operation – May 1 – 31, 2012

Folkston, Georgia – D. Ray James FCI

Led by Atlanta Field Office and Stewart Detention Center CAP Units augmented by detailers from within and outside of the Field Office (b)(7)SDDOs (b)(7)ERAs (b)(7)LEAs)

D. Ray James is a 2,800 bed BOP facility housing foreign born federal inmates

Substantial TDY/Per Diem/Overtime/Lodging resources required

Anticipate screening / interviewing two hundred and fifty (250) foreign born aliens

Estimated costs (to include lodging, airfare, car rental & MI&E): \$75,000.

Fourth Quarter of FY 2012

SOAR Operations – July 2 -5, 2012

AOR-wide special focus dedicated to the identification and apprehension of alien sex offenders. Convicted sex offenders are the highest priority in the Atlanta Field Office; therefore officers promptly investigate and arrest alien sex offenders immediately once a case has been identified.

CAP Surge Operation – August 1 - 31, 2012

Folkston, Georgia – D. Ray James FCI

Led by Atlanta Field Office and Stewart Detention Center CAP Units augmented by detailers from within and outside of the Field Office (b)(7)SDDOs (b)(7)ERAs (b)(7)LEAs)

D. Ray James is a 2,800 bed BOP facility housing foreign born federal inmates

Substantial TDY/Per Diem/Overtime/Lodging resources required

Anticipate screening / interviewing two hundred and fifty (250) foreign born aliens

Estimated costs (to include lodging, airfare, car rental & MI&E): \$75,000.

Operation Crosscheck IV – August 2012

AOR-wide Fugitive Operation augmented by Officer from CAP, DMU, ATD, HSI and local LEAs

TDY/Per Diem/Overtime/Additional Transportation resources required

Target of three-hundred (300) arrests

Estimated costs: \$5,000

CAP Surge Operation – September 2012

North Carolina – Wake, Mecklenburg, and Alamance County Jails

South Carolina – Lexington and Charleston County Jails

Georgia – Irwin County Detention Center & Robert A. Deyton Detention Facility

These operations will target USMS prisoners currently detained at county jails

Anticipate screening / interviewing two-hundred (200) foreign born aliens

May require Per Diem/Overtime/Lodging resources for Irwin

Estimated costs (to include lodging, & MI&E): \$3,500

National “At Large” Criminal Operation 1 – Dates TBD at National Level

AOR-wide operation targeting aliens released from local LEAs prior to being encountered by ERO or who were released despite an ICE Detainer being in place

The Criminal Alien Program will lead with participation from Fugitive Operations Unit Officers and possibly HSI

The need for additional resources is not anticipated

Anticipated number of targets/arrests to be determined at a later date

National “At Large” Criminal Operation 2 – Dates TBD at National Level

New Hanover County, Wilmington, North Carolina – Targeting aliens on active probation

The Criminal Alien Program will lead with participation from Fugitive Operations Unit Officers and possibly HSI

TDY/Per Diem /Overtime/Additional Transportation resources required

Anticipate twenty (20) arrests

“At Large” Criminal Operation 3 – Dates TBD

Charleston, South Carolina – Fugitive Operations Unit Officers augmented by Officer from CAP and local LEAs. Targeting criminal aliens in and around the Georgia Coastal region, with a focus on Savannah and Brunswick

TDY/Per Diem/Lodging/Additional Transportation resources required

Anticipated number of targets/arrests to be determined at a later date

National CAP Surge Operation 1 – Dates TBD at National Level

Atlanta, Georgia – Cherokee and Fulton County Jails

Led by Officer from the Criminal Alien Program with Assistance from the Fugitive Operations Unit

The need for additional resources is not anticipated

Anticipate fifty (50) arrests

National CAP Surge Operation 2 – Dates TBD at National Level

South Carolina – Newberry County Jail

North Carolina – Johnston, Durham, and Cumberland County Jails

Led by Officers from the Criminal Alien Program with Assistance from the Fugitive Operations Unit

The need for additional resources is not anticipated

Anticipate one-hundred (100) arrests

Other Enforcement Initiatives – Dates TBD by the Atlanta Field Office

Violent Offender Operation – Targeting wanted/convicted aliens who have committed crimes of violence. Modeled after the USMS “Operation Falcon”

ERO Fugitive Operations will lead with assistance from Criminal Alien Program Officers and various local LEAs and their task forces

SOAR Operations – The Atlanta Field Office will use the listed periods each quarter to focus our efforts in the identification and location of these cases. All sex offenders will be arrested immediately as encountered in addition to planned SOAR targeted operations.

Overall Training Needs

- 4th Amendment Training by OCC – All Enforcement Unit members will receive 4th Amendment training by January 31, 2012
- FOTP for CAP Officers
- Local training for CAP Officers on preparation of a FOW

Total Cost Summary (Estimated): \$ 317,000

From: (b)(6), (b)(7)c
To: [CMC/Oversight Mgr ~ CMC/Oversight Mgr ~](#)
Cc: (b)(6), (b)(7)c
Subject: Please lift detainees Yopez-Borjas 06902-069 & Drouet-Solano 39168-004
Date: Tuesday, August 23, 2011 9:52:48 AM
Attachments: [RE RE Please lift detainees.msg](#)

Per ICE request and explanation attached, the detainees have been removed for these two inmates.

In preparation for Community Release, both inmates have informed their Case Managers that they have no family and no place to go in United States. How should we proceed?

(b)(6), (b)(7)c

This message is intended for official use and may contain SENSITIVE information. If this message contains SENSITIVE information, it should be properly delivered, labeled, stored, and disposed of according to policy.*

From: (b)(6), (b)(7)c
To: (b)(6), (b)(7)c
Cc:
Subject: RE: Please lift detainers
Date: Thursday, August 11, 2011 9:46:37 AM
Importance: Low

(b)(6), (b)(7)c

(b)(6), (b)(7)c

Deportation Officer
Criminal Alien Program & IRP, McRae, GA
Firearms Instructor
NFTS-0070
146 CCA Road
Lumpkin, GA 31815

(b)(6), (b)(7)c

(229) 838- Off
(229) 321- (b)(6), (b)(7)c
(229) 838-1115 Fax

To locate an ICE detainee please visit:

<https://locator.ice.gov/odls/homePage.do>

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-----Original Message-----

From: (b)(6), (b)(7)c
Sent: Thursday, August 11, 2011 9:17 AM
To: (b)(6), (b)(7)c
Subject: RE: Please lift detainers

Thanks. Do you have his e-mail address?

>>> (b)(6), (b)(7)c /9/2011 8:03 PM >>>
(b)(6), (b)(7)c

You may want to e mail AFOD (b)(6), (b)(7)c for the reason.

Thank you,

From: (b)(6), (b)(7)c
Sent: Fri 8/5/2011 7:58 AM
To: (b)(6), (b)(7)c

Cc: [redacted] (b)(6), (b)(7)c
Subject: Re: Please lift detainers

Thanks for notice. Did [redacted] (b)(6), (b)(7)c give a reason for lifting the detainers?

We need this information when requesting transfer of the inmate.

>>> [redacted] (b)(6), (b)(7)c @dhs.gov > 8/4/2011 5:12 PM >>>
[redacted] (b)(6), (b)(7)c

I have been directed by my AFOD [redacted] (b)(6), (b)(7)c to lift the detainers on [redacted] (b)(6), (b)(7)c from Colombia and [redacted] (b)(6), (b)(7)c from Ecuador. We will not pick up.

Thank you

[redacted] (b)(6), (b)(7)c
Deportation Officer
Criminal Alien Program & IRP, McRae, GA
Firearms Instructor
NFTS-0070
146 CCA Road
Lumpkin, GA 31815
[redacted] (b)(6), (b)(7)c @dhs.gov
(229) 838-[redacted] (b)(6), (b)(7)c Off
(229) 321-[redacted] (b)(6), (b)(7)c Cel
(229) 838-1115 Fax

To locate an ICE detainee please visit:

<https://locator.ice.gov/odls/homePage.do>

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From:
To:

(b)(6), (b)(7)c

Cc: (b)(6), (b)(7)c
Subject: Southern California Secure Communities Support Center Los Angeles Detail (Nominees needed by April 8)
Date: Tuesday, March 29, 2011 2:45:45 PM
Attachments: [LOS TDY Nominee.xlsx](#)
Importance: High

Supervisors,

Please see the announcement for the next rotation of the 45-day Los Angeles Secure Comm. detail. Staff will be detailed to Laguna Niguel, CA from April 25 – June 8, 2011. The Atlanta Field Office is mandated to supply one (b)(7)e IEA for this detail.

Please solicit your IEA personnel for volunteers and submit their names, in ranked order if you have multiple, to the (b)(6), (b)(7)c mailbox no later than **April 8, 2011**. All volunteers must complete the attached spreadsheet and have no travel credit card issues to be considered.

Thanks,

(b)(6), (b)(7)c

*ERO Taskings & Policy / Detention Standards / Firearms & Training
Environmental Health & Safety / Congressional & Public Affairs
Atlanta DHS / ICE / ERO*

From: ERO Taskings
Sent: Tuesday, March 29, 2011 1:15 PM
Subject: Southern California Secure Communities Support Center Los Angeles Detail

This message is being forwarded on behalf of David J. Venturella, Assistant Director for Field Operations:

To: Field Office Directors and Deputy Field Office Directors

Subject: Southern California Secure Communities Support Center (SC3) Los Angeles Detail

ERO Headquarters Field Operations is coordinating logistical and operational support for the next rotation of detailers for SC3 Los Angeles. Staff will be detailed for 45 days, from Monday, April 25, 2011 through Wednesday, June 8, 2011. Travel dates are inclusive. Those selected for this detail will be assigned to the SC3 located in Laguna Niguel, CA. This office provides Criminal Alien Program (CAP) coverage to state and local law enforcement agencies throughout California and Hawaii. SC3 detailed agents will conduct desk investigations, research multiple databases, conduct telephonic interviews, and issue

immigration detainees. SC3 agents will also identify cases for field operations and criminal prosecution; or refer cases to the local CAP offices for follow-up as appropriate.

Each field office is required to complete the attached "LOS TDY Nominee" spreadsheet with the names and information pertaining to its candidates. **Please e-mail the spreadsheet to the** (b)(6), (b)(7)c **mailbox as found in the** (b)(6), (b)(7)c **list by 12:00 pm EST on Tuesday, April 12, 2011.**

Special Note: FedTraveler requirements and operational efficiency require all submission deadlines to be met.

(b)(7)e IEA positions and (b)(7)e DO position will support this operation. Those (b)(7)e selected will be drawn from the names submitted from the field offices listed below:

ATL:
DAL:
DEN:
DET:
ELP:
HOU:
MIA:
NEW:
NOL:
NYC:
SLC:
SEA:
SPM:
WAS:

(b)(7)e

Once all TDY personnel have been identified, information regarding travel, lodging, transportation, funding codes and other administrative items will be provided to field office leadership and travelers. The field points of contact for this operation will be supplied in the TDY instructions.

If you require any additional information or have questions regarding this detail, you may contact DDO (b)(6), (b)(7)c at (202) 732-(b)(6), (b)(7)c or cell at 202-368-(b)(6), (b)(7)c

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From: (b)(6), (b)(7)c
To: (b)(6), (b)(7)c
Cc:
Subject: RE: RE: Please lift detainees
Date: Tuesday, August 16, 2011 10:41:03 AM
Importance: High

The detainees were lifted per FOD - pursuing their removal from the U.S. not consistent w/ ICE priorities.

(b)(6), (b)(7)c
AFOD
Stewart Detention Center
Lumpkin, GA
229-838 (b)(6), (b)(7)c

-----Original Message-----

From: (b)(6), (b)(7)c
Sent: Tuesday, August 16, 2011 10:32 AM
To:
Cc: (b)(6), (b)(7)c
(b)(6), (b)(7)c
Subject: Fwd: RE: Please lift detainees

We have received notification from ICE that a detainee will not be placed or will be removed for the two inmates listed below. I have not been able to verify a reason. How do you wish to proceed with transfer request?

(b)(6), (b)(7)c

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From: (b)(6), (b)(7)c
To:
Subject: RE: New Detainer Form I-247
Date: Wednesday, December 28, 2011 9:59:40 AM
Attachments: [image001.jpg](#)

Yes, several times with different counties.

(b)(6), (b)(7)c
Immigration Enforcement Agent
Criminal Alien Program
US Immigration and Customs Enforcement
(229) 321-1115 Office
(229) 838-1115 Fax



From: (b)(6), (b)(7)c
Sent: Wednesday, December 28, 2011 9:58 AM
To: (b)(6), (b)(7)c
Subject: RE: New Detainer Form I-247

Has this actually happened?

(b)(6), (b)(7)c
AFOD
Stewart Detention Center
Lumpkin, GA
229-838-1115 (b)(6), (b)(7)c

From: (b)(6), (b)(7)c
Sent: Wednesday, December 28, 2011 9:56 AM
To: (b)(6), (b)(7)c
Subject: RE: New Detainer Form I-247

I would like to get a response back from headquarters in regards to the 48 hour specification.
Please consider this scenario;

The holding facility, for their own reason, fail to notify ICE of the disposition beyond 48 hours. On the 49th hour they notify ICE; Under what legal grounds can the holding facility hold the detained long enough to allow an ICE physical custody?

Please be advised that in this scenario I am aware that ICE is not at fault, for this is not a question of who is at fault. This is a question of what legality does the holding facility have to hold the detained beyond 48 hours, if ICE was notified at the 49th hour.

(b)(6), (b)(7)c
Immigration Enforcement Agent
Criminal Alien Program
US Immigration and Customs Enforcement
(229) 321-1100 Office
(229) 838-1115 Fax



From: (b)(6), (b)(7)c
Sent: Tuesday, December 27, 2011 5:27 PM
To: (b)(6), (b)(7)c
(b)(6), (b)(7)c
Cc: (b)(6), (b)(7)c
Subject: FW: New Detainer Form I-247

Stewart CAP unit staff, please provide responses as to our current use of the new detainer and any effect it has had in general (negative or positive).

Thanks

(b)(6), (b)(7)c
AFOD
Stewart Detention Center
Lumpkin, GA
229-838-(b)(6), (b)(7)c

From: (b)(6), (b)(7)c
Sent: Tuesday, December 27, 2011 5:21 PM
To: (b)(6), (b)(7)c
(b)(6), (b)(7)c
Cc: (b)(6), (b)(7)c
Subject: New Detainer Form I-247

HQ ERO contacted the FOD this afternoon to ask if she had received any feedback from any of our personnel concerning the new detainer/I-247 that is now in ENFORCE. I told her that I haven't received any comments as of yet.

HQ will be calling back tomorrow and would like us to be prepared to tell them how the form is working out for our personnel (Are we using it 100% of the time? Is it taking longer than the old one? Has it worked OK? Have any of the jails had any questions about it? Etc.)

Please reach out to your personnel who are placing detainers and ask for their feedback and let me know if there has been any impact so far. If there is no impact at all, please let me know that also.

Thanks.

(b)(6), (b)(7)c

Deputy Field Office Director
(responsible for the state of Georgia, except the Stewart Detention Center)
Atlanta Field Office
Enforcement and Removal Operations
U. S. Immigration and Customs Enforcement
Department of Homeland Security
Office: (404) 893- (b)(6), (b)(7)c

From: (b)(6), (b)(7)c
To:
Subject: RE: New Detainer Form I-247
Date: Wednesday, December 28, 2011 9:24:40 AM
Attachments: [image001.jpg](#)

The only concern that I have about the new form is that the holding facility is required to give a copy of the form to the detained. As you know, the form list the arresting officer and contact information which includes, duty numbers, cell number and office numbers. I guarantee that agents will be harassed by wives, girlfriends, grandmothers, attorneys and ACLU supporters. I definitely don't want to receive these call, especially in the middle of the night.

(b)(6), (b)(7)c
Immigration Enforcement Agent
Criminal Alien Program
US Immigration and Customs Enforcement
(229) 321-1115 Office
(229) 838-1115 Fax



From: (b)(6), (b)(7)c
Sent: Tuesday, December 27, 2011 5:27 PM
To: (b)(6), (b)(7)c
(b)(6), (b)(7)c
Cc: (b)(6), (b)(7)c
Subject: FW: New Detainer Form I-247

Stewat CAP unit staff, please provide responses as to our current use of the new detainer and any effect it has had in general (negative or positive).

Thanks

(b)(6), (b)(7)c
AFOD
Stewart Detention Center
Lumpkin, GA
229-838-1115 (b)(6), (b)(7)c

From: (b)(6), (b)(7)c
Sent: Tuesday, December 27, 2011 5:21 PM

To: [redacted] (b)(6), (b)(7)c
[redacted] (b)(6), (b)(7)c
Cc: [redacted] (b)(6), (b)(7)c ATL-ERO-Taskings
Subject: New Detainer Form I-247

HQ ERO contacted the FOD this afternoon to ask if she had received any feedback from any of our personnel concerning the new detainer/I-247 that is now in ENFORCE. I told her that I haven't received any comments as of yet.

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Please reach out to your personnel who are placing detainers and ask for their feedback and let me know if there has been any impact so far. If there is no impact at all, please let me know that also.

Thanks.

[redacted] (b)(6), (b)(7)c

Deputy Field Office Director
(responsible for the state of Georgia, except the Stewart Detention Center)
Atlanta Field Office
Enforcement and Removal Operations
U. S. Immigration and Customs Enforcement
Department of Homeland Security
Office: (404) 896 [redacted] (b)(6), (b)(7)c

From: (b)(6), (b)(7)c
 To: RE: McRae CAP Surge Report 6-17-11 Day#18
 Subject: Monday, June 20, 2011 8:25:00 AM
 Date: High
 Importance:

Good Morning (b)(6), (b)(7)c

Can you try to call me at my desk phone 229-8386 (b)(6), (b)(7)c we are having phone problems and I am trying to see if someone can dial into the facility.

Thanks

From: (b)(6), (b)(7)c
 Sent: Monday, June 20, 2011 7:58 AM

To: (b)(6), (b)(7)c
 Subject: McRae CAP Surge Report 6-17-11 Day#18

CRIMINAL ALIEN PROGRAM CAP SURGE REPORT						V1 1/22/09
Field/AFOD Office	ATLANTA	Surge Dates	05/24/11- 07/06/11		POC & Title	(b)(6), (b)(7)c
Surge Facility Location	McRae Correctional Facility, GA	Daily Report Date	06/17/11 Fri Day#18		Contact No.	404-925- (b)(6), (b)(7)c 404-925- (b)(6), (b)(7)c
Line Item	INTERVIEWS CONDUCTED	Days 1-7	Days 8-14	Days 15-21	Days 22-28	Grand Total
1	Total number of individuals interviewed (total from lines 2 & 3)	93	90	50	0	233
2	Individuals determined not removable	0	0	0	0	0
3	Individuals interviewed and amenable to removal	93	90	50	0	233
4	Individuals claimed USC/unknown @ time of booking & determined removable	0	0	0	0	0
DETAINERS						
5	Total ICE detainees (I-247) lodged (total from lines 6 to 8)	110	118	77	0	305
6	Charged w/ Level I Offense(s)	110	118	77	0	305
7	Charged w/ Level II Offense(s)	0	0	0	0	0
8	Charged w/ Level III Offense(s)	0	0	0	0	0
9	Total ICE detainees lodged w/ convictions (total from lines 10 to 12)	110	118	77	0	305
10	Lodged/convicted of Level I Offense(s)	110	118	77	0	305
11	Lodged/convicted of Level II Offense(s)	0	0	0	0	0
12	Lodged/convicted of Level III Offense(s)	0	0	0	0	0
13	ICE Detainers (I-247) removed	0	0	0	0	0
CHARGING DOCS ISSUED						
14	Notice to Appear issued (I-862) - NA 240	25	24	20	0	69
15	Admin removal (I-851) - INA 238(b)	16	25	12	0	53
16	Re-instatement (I-871) - INA 241(a)(5)	13	19	13	0	45
17	Stipulated removals	0	0	0	0	0
18	Outstanding final removal order (I-205)(Fugitive Located)	0	0	2	0	2
19	Other removal order (VR, ER, visa waiver, etc.)	56	50	30	0	136
20	Judicial removal order	0	0	0	0	0
PROSECUTIONS						
21	Accepted Prosecutions	0	0	0	0	0

* Level I - Individuals who have been arrested and/or convicted of major drug offenses and violent offenses such as murder, manslaughter, rape, robbery and kidnapping.
 * Level II - Individuals who have been arrested and/or convicted of minor drug offenses and property offenses such as retail theft, larceny, fraud, and money laundering.
 * Level III - Individuals who have been arrested and/or convicted of other less serious offenses but are removable from the United States.

(b)(6), (b)(7)c
 Assistant Field Office Director
 Atlanta Field Office
 (404) 893- (b)(6), (b)(7)c

From: (b)(6), (b)(7)c
 To: (b)(6), (b)(7)c
 Subject: Re: McRae CAP Surge - Statistics
 Date: Saturday, May 28, 2011 8:57:40 PM

Thanks (b)(6), (b)(7)c
 FSS FOD ATL

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From: (b)(6), (b)(7)c

To: (b)(6), (b)(7)c

Sent: Sat May 28 14:51:59 2011

Subject: McRae CAP Surge - Statistics

The Atlanta CAP team prepared 233 cases to be processed prior to the arrival of the CAP Surge team. Out of the 10 detailed IEAs (8 IEAs - Process Team and 2 IEAs – Interview Team), 40 percent has limited processing skills. However they are willing to learn and more than capable of improving their skills. Barring any computer problems, our goal is to process 80 to 100 cases per week.

V1 1/22/09

CRIMINAL ALIEN PROGRAM CAP SURGE REPORT

Field/AFOD Office	ATLANTA	Surge Dates	05/24/11-07/06/11	POC & Title	(b)(6), (b)(7)c				
Surge Facility Location	McRae Correctional Facility, GA	Daily Report Date	05/26/11 Fri Day#4	Contact No.	404-925-(b)(6), (b)(7)c 404-925-(b)(6), (b)(7)c				
INTERVIEWS CONDUCTED									
Line Item		Day 1	Day 2	Day 3	Day 4	Day 5	Day 6	Day 7	Days 1-7 Total
1	Total number of individuals interviewed (total from lines 2 & 3)	13	15	15	15	0	0	0	58
2	Individuals determined not removable								0
3	Individuals interviewed and amenable to removal	13	15	15	15				58
4	Individuals claimed USC/unknown @ time of booking & determined removable								0
DETAINERS									
5	Total ICE detainers (I-247) lodged (total from lines 6 to 8)	15	12	21	10	0	0	0	58
6	Charged w/ Level I Offense(s)	15	12	21	10				58
7	Charged w/ Level II Offense(s)								0
8	Charged w/ Level III Offense(s)								0
9	Total ICE detainers lodged w/ convictions (total from lines 10 to 12)	15	12	21	10	0	0	0	58
10	Lodged/convicted of Level I Offense(s)	15	12	21	10				58
11	Lodged/convicted of Level II Offense(s)								0
12	Lodged/convicted of Level III Offense(s)								0
13	ICE Detainers (I-247) removed								0
CHARGING DOCS ISSUED									
14	Notice to Appear issued (I-862) - INA 240	4	1	8	2				15
15	Admin removal (I-851) - INA 238(b)	2	1	5	3				11
16	Re-instatement (I-871) - INA 241(a)(5)	3	1	0	1				5
17	Stipulated removals	0	0	0	0				0
18	Outstanding final removal order (I-205)(Fugitive Located)	0	0	0	0				0
19	Other removal order (VR, ER, visa waiver, etc.)	6	9	8	4				27
20	Judicial removal order								0
PROSECUTIONS									
21	Accepted Prosecutions								0

- * Level I - Individuals who have been arrested and/or convicted of major drug offenses and violent offenses such as murder, manslaughter, rape, robbery and kidnapping.
- * Level II - Individuals who have been arrested and/or convicted of minor drug offenses and property offenses such as retail theft, larceny, fraud, and money laundering.
- * Level III - Individuals who have been arrested and/or convicted of other less serious offenses but are removable from the United States.

(b)(6), (b)(7)c
 Assistant Field Office Director
 Atlanta Field Office
 (404) 893-(b)(6), (b)(7)c

From: (b)(6), (b)(7)c
To:
Subject: RE: DO for CAP rotation
Date: Thursday, March 03, 2011 5:11:06 PM
Attachments: [oledata.mso](#)
[image005.jpg](#)
[image004.gif](#)
[image003.jpg](#)
[image002.jpg](#)
[image001.png](#)

Please let me know asap tomorrow if all the DO's have been afforded the opportunity to respond. I don't want to be faced next week with "know one asked me if I wanted to".

(b)(6), (b)(7)c
Supervisory Detention and Deportation Officer
Criminal Alien Program
Immigration and Customs Enforcement
Stewart Detention Center
146 CCA Road
Lumpkin, Georgia 31815
(b)(6), (b)(7)c @dhs.gov
Cell (229) 321-
Desk (229) 838-
Fax (229) 838-1115

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From: (b)(6), (b)(7)c
Sent: Tuesday, March 01, 2011 4:54 PM
To: (b)(6), (b)(7)c
(b)(6), (b)(7)c
Subject: RE: DO for CAP rotation

Clarification for your DO's, they will be primarily responsible for weekly McRae visits to conduct interviews. They will be responsible for writing and processing these cases. They will also be responsible to assist and provide guidance for the IEA's assigned to the unit.



(b)(6), (b)(7)c
Supervisory Detention and Deportation Officer
Criminal Alien Program
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Stewart Detention Center
146 CCA Road
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From: (b)(6), (b)(7)c
Sent: Tuesday, March 01, 2011 4:21 PM
To: (b)(6), (b)(7)c
Subject: DO for CAP rotation

We are coming up on the rotation for CAP and Operations. We will need a volunteer from the DO ranks that would like to rotate in as Mason will rotate back to the docket. Selection will be made by seniority as previously agreed upon. Please solicit your officers for volunteers and let me know by the end of this week. Have them include if interested their EOD time into current position to help with the process, thanks.



(b)(6), (b)(7)c
Supervisory Detention and Deportation Officer
Criminal Alien Program
Immigration and Customs Enforcement
Stewart Detention Center
146 CCA Road
Lumpkin, Georgia 31815
(b)(6), (b)(7)c @dhs.gov
Cell (229) 321-
Desk (229) 838- (b)(6), (b)(7)c
Fax (229) 838-1115

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From: (b)(6), (b)(7)c
To: (b)(6), (b)(7)c
Subject: RE: DO for CAP rotation
Date: Thursday, March 03, 2011 4:16:31 PM
Attachments: [image001.jpg](#)
[image002.gif](#)
[image003.jpg](#)

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.

(b)(6), (b)(7)c

(b)(6), (b)(7)c
Deportation Officer
Stewart Detention Center
146 CCA Road
Lumpkin, GA 31815
O: 229-838-
C: 229-321 (b)(6), (b)(7)c

From: (b)(6), (b)(7)c
Sent: Thursday, March 03, 2011 12:47 PM
To: (b)(6), (b)(7)c
Subject: FW: DO for CAP rotation
Importance: High

Please respond as soon as possible. This is due ASAP. Please provide the information requested below as far as EOD date, etc.

Thanks

(b)(6), (b)(7)c
ICE/ERO
Stewart Detention Facility
146 CCA RD.
Lumpkin, GA 31815
Off Ph: 229-838- (b)(6), (b)(7)c
Cell: 229-321 (b)(6), (b)(7)c

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(b)(6), (b)(7)c
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Criminal Alien Program
Immigration and Customs Enforcement
Stewart Detention Center
146 CCA Road
Lumpkin, Georgia 31815

(b)(6), (b)(7)c @dhs.gov
Cell (229) 321
Desk (229) 838 (b)(6), (b)(7)c
Fax (229) 838-1115

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(b)(6), (b)(7)c

Supervisory Detention and Deportation Officer
Criminal Alien Program
Immigration and Customs Enforcement
Stewart Detention Center
146 CCA Road
Lumpkin, Georgia 31815

(b)(6), (b)(7)c @dhs.gov

Cell (229) 321
Desk (229) 838 (b)(6), (b)(7)c
Fax (229) 838-1115

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From: (b)(6), (b)(7)c
To: (b)(6), (b)(7)c
Cc:
Subject: RE: DO for CAP rotation
Date: Thursday, March 03, 2011 1:09:16 PM
Attachments: [image001.png](#)
[image002.jpg](#)
[image003.jpg](#)
[image004.gif](#)
[image005.jpg](#)
Importance: High

(b)(6), (b)(7)c

Can you please submit my name and information? Thanks!

(b)(6), (b)(7)c

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.

(b)(6), (b)(7)c

(b)(6), (b)(7)c

Deportation Officer
U.S. Department of Homeland Security
Atlanta Field Office/ Stewart Detention Center

Office: (229) 888-6176; Fax: (229) 838-1206; Cell: (229) 381-3811
(b)(6), (b)(7)c
(b)(6), (b)(7)c@dhs.gov

From: (b)(6), (b)(7)c
Sent: Thursday, March 03, 2011 12:47 PM
To: (b)(6), (b)(7)c
Subject: FW: DO for CAP rotation
Importance: High

Please respond as soon as possible. This is due ASAP. Please provide the information requested below as far as EOD date, etc.

Thanks

(b)(6), (b)(7)c

ICE/ERO
Stewart Detention Facility
146 CCA RD.
Lumpkin, GA 31815
Off Ph: 229-838-3338 (b)(6), (b)(7)c
Cell: 229-321-1111 (b)(6), (b)(7)c

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From: (b)(6), (b)(7)c
Sent: Tuesday, March 01, 2011 4:54 PM
To: (b)(6), (b)(7)c
Subject: RE: DO for CAP rotation

Clarification for your DO's, they will be primarily responsible for weekly McRae visits to conduct interviews. They will be responsible for writing and processing these cases. They will also be responsible to assist and provide guidance for the IEA's assigned to the unit.



(b)(6), (b)(7)c
Supervisory Detention and Deportation Officer
Criminal Alien Program
Immigration and Customs Enforcement
Stewart Detention Center
146 CCA Road
Lumpkin, Georgia 31815
(b)(6), (b)(7)c @dhs.gov
Cell (229) 321-
Desk (229) 838-
Fax (229) 838-1115

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From: (b)(6), (b)(7)c
Sent: Tuesday, March 01, 2011 4:21 PM
To: (b)(6), (b)(7)c
Subject: DO for CAP rotation

We are coming up on the rotation for CAP and Operations. We will need a volunteer from the DO ranks that would like to rotate in as (b)(6), (b)(7)c will rotate back to the docket. Selection will be made by seniority as previously agreed upon. Please solicit your officers for volunteers and let me know by the end of this week. Have them include if interested their EOD time into current position to help with the process, thanks.



(b)(6), (b)(7)c

Supervisory Detention and Deportation Officer
Criminal Alien Program
Immigration and Customs Enforcement
Stewart Detention Center
146 CCA Road
Lumpkin, Georgia 31815

(b)(6), (b)(7)c @dhs.gov

Cell (229) 321-
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From: (b)(6), (b)(7)c
To: (b)(6), (b)(7)c
Subject: RE: December CAP Report
Date: Monday, January 09, 2012 4:22:40 PM
Attachments: [Stewart-Briefing Paper_DEC2011\(Draft\).doc](#)

Attached with update...added the following in red...edit as you wish!

The below chart represents the various types of cases at the point of admission to the SDC during December (FY 2012); during December, the majority of the cases admitted (e.g. 67%) require adjudication by EOIR. As the "Admissions – EOIR Cases" chart below reflects, the number of hearing cases arriving at SDC has been significant; the total number of EOIR cases admitted to SDC during December is 904. **While there were no Stipulated Removal cases admitted into SDC during the month of December, there were 25 Stipulated Removals submitted and ultimately processed for removal.**

(b)(6), (b)(7)c

Stewart Detention Center
229-838 (b)(6), (b)(7)c **Office**
229-321 (b)(6), (b)(7)c **BB**

From: (b)(6), (b)(7)c
Sent: Monday, January 09, 2012 4:02 PM
To: (b)(6), (b)(7)c
Subject: RE: December CAP Report
Importance: High

(b)(6), (b)(7)c

We had 25 STIP orders for the month of December. Can you add those stats in?

Thanks

(b)(6), (b)(7)c
AFOD
Stewart Detention Center
Lumpkin, GA
229-838 (b)(6), (b)(7)c

From: (b)(6), (b)(7)c
Sent: Monday, January 09, 2012 1:00 PM
To: (b)(6), (b)(7)c
Cc: (b)(6), (b)(7)c
Subject: FW: December CAP Report

Attached is the updated draft with all sections complete.

Thanks,

(b)(6), (b)(7)c

Stewart Detention Center

229-838-(b)(6), (b)(7)c **Office**

229-321-(b)(6), (b)(7)c **BB**

From: (b)(6), (b)(7)c

Sent: Monday, January 09, 2012 12:43 PM

To: (b)(6), (b)(7)c

Cc: (b)(6), (b)(7)c

Subject: December CAP Report

Office of Detention and Removal Operations

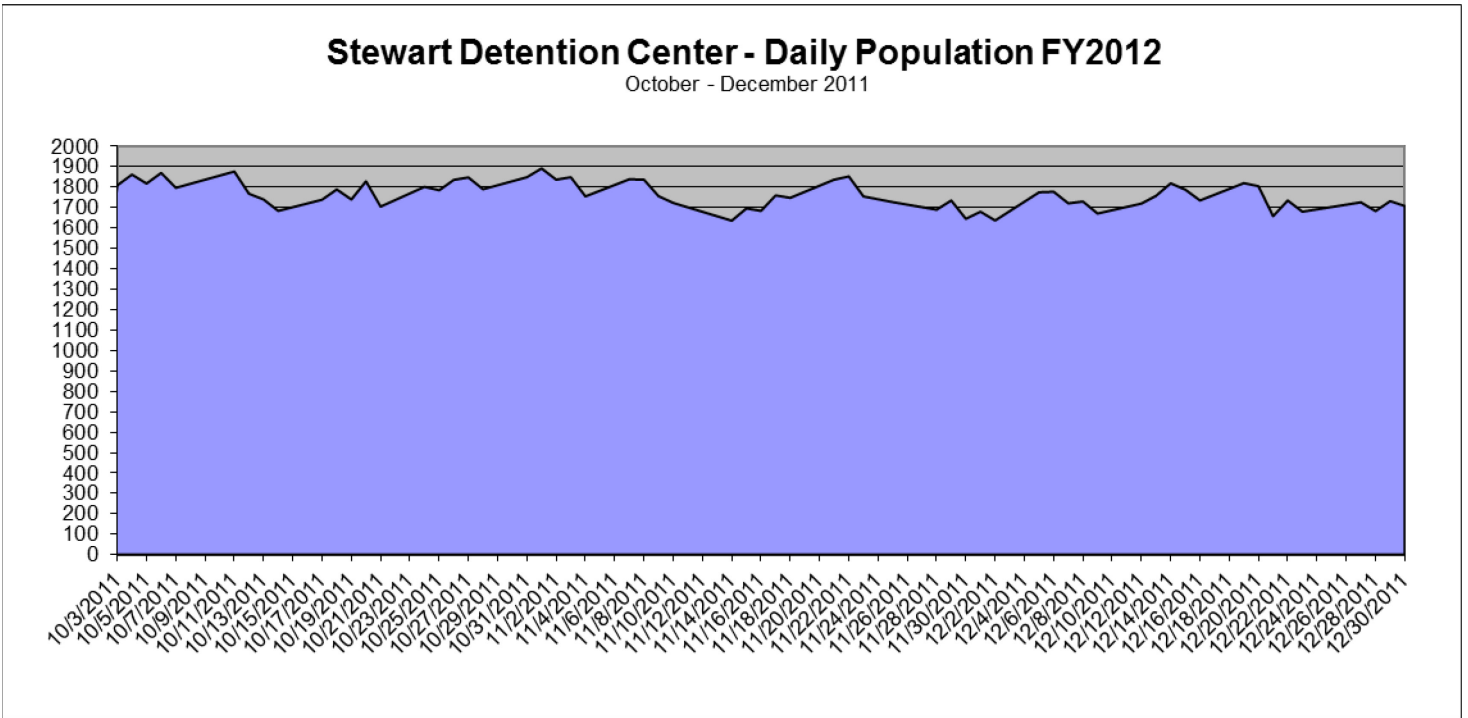
U.S. Department of Homeland Security
146 CCA Road
Lumpkin, GA 31815



U.S. Immigration and Customs Enforcement

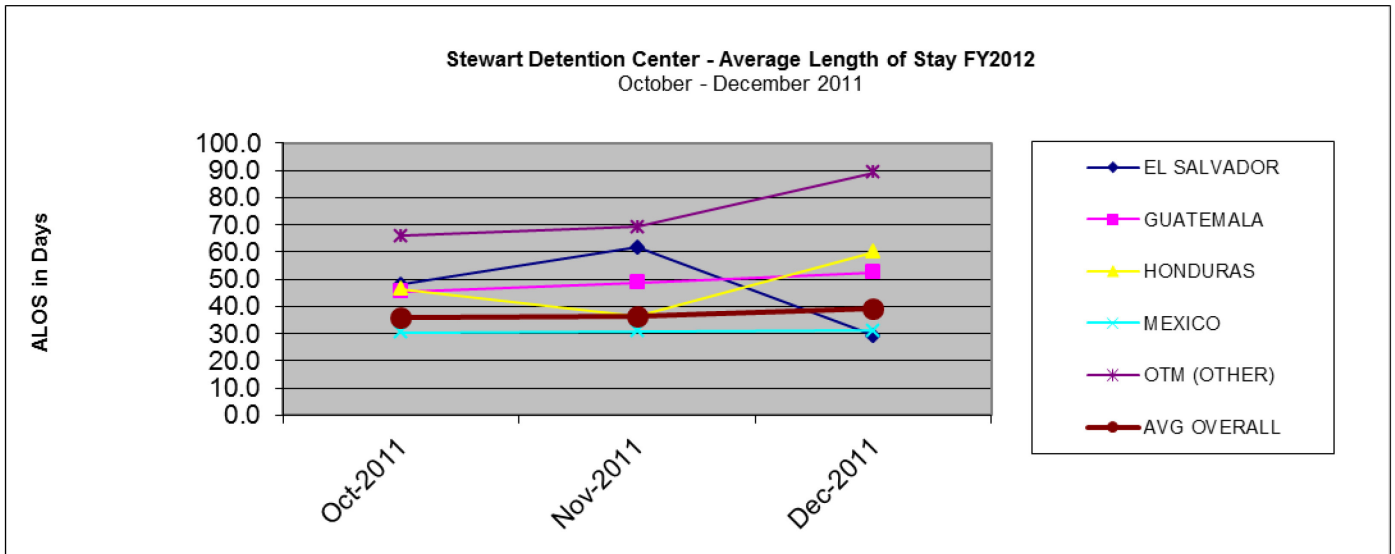
Stewart Detention Center
Monthly Report
December
FY 2012

STEWART DETENTION CENTER – FY 2012 Briefing Paper



During December (FY2012), the overall Average Length of Stay (ALOS) was 39.1 days. The Air Operations Unit at Stewart removed 1,141 aliens via ICE Air during the month of December.

In addition, Voluntary Returns (VR) continue to be a useful tool to decrease Executive Office for Immigration Review (EOIR) backlogs that delay cases and result in ALOS inefficiencies. The average VR rate, upon admission into SDC, for December (FY 2012) is 4%.



Intake/Admission Sources

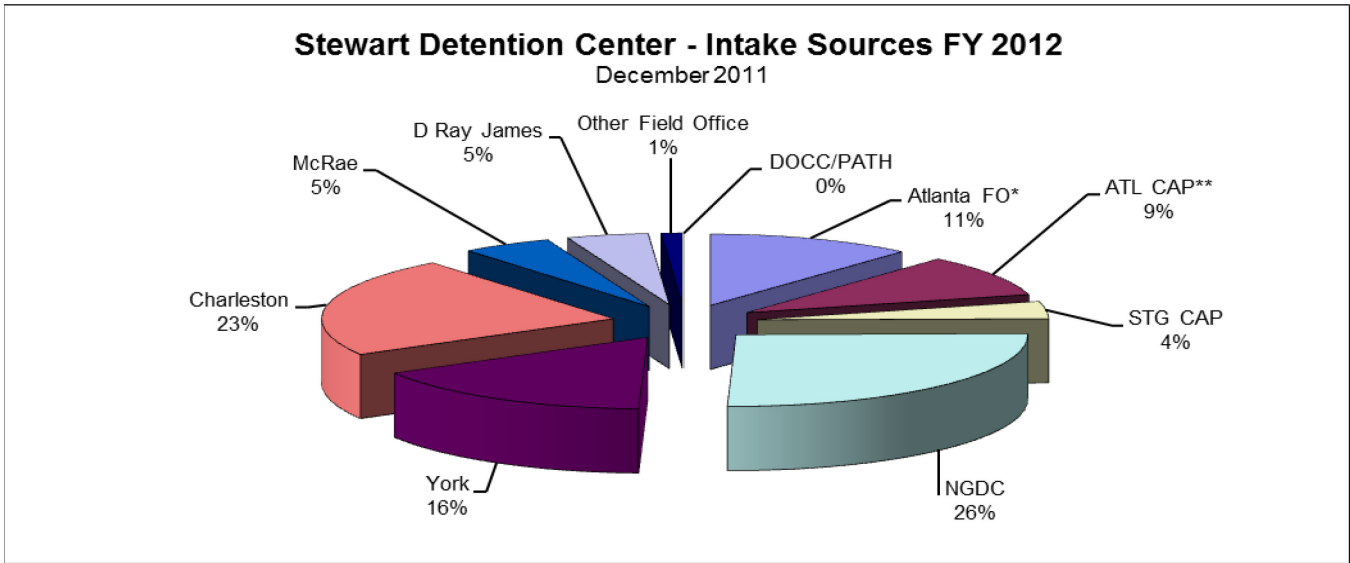
The majority of admissions are driven by 10 primary sources:

LAW ENFORCEMENT SENSITIVE//FOR OFFICIAL USE ONLY//UNCLASSIFIED
For limited distribution and not for release outside of Immigration and Customs Enforcement

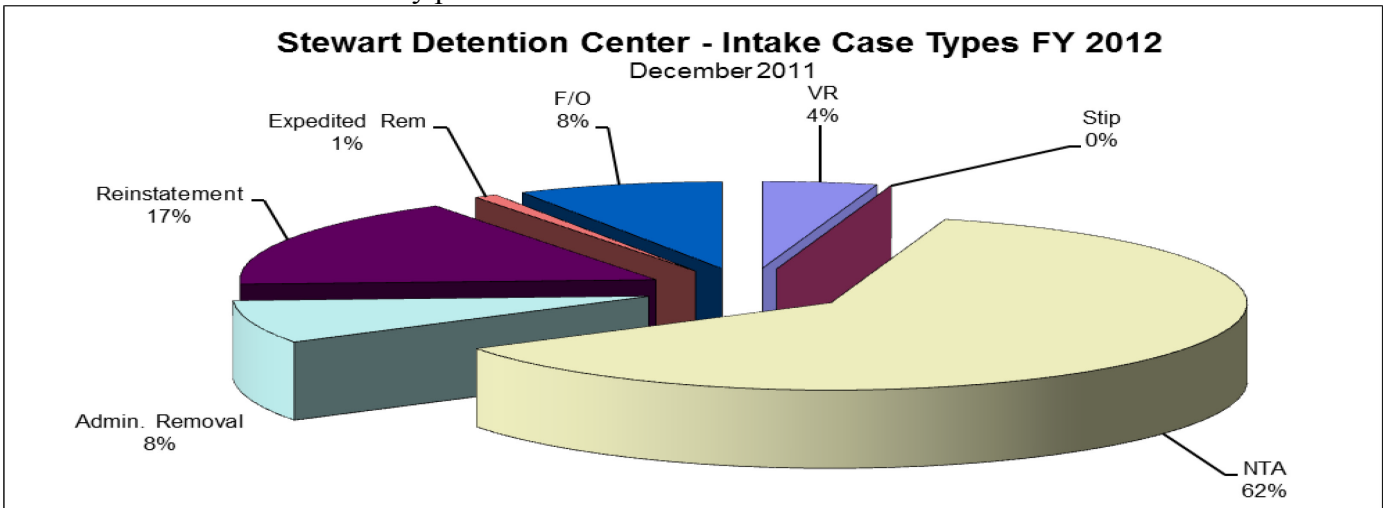
STEWART DETENTION CENTER – FY 2012 Briefing Paper

1. Atlanta Field Office*
2. North Georgia Detention Center
3. Charleston, SC
4. York, NC
5. STG CAP
6. McRae, GA (Federal release site)
7. D Ray James (Federal release site)
8. ATL CAP**
9. DOCC Flights/PATH Flights
10. Other Field Office Cases

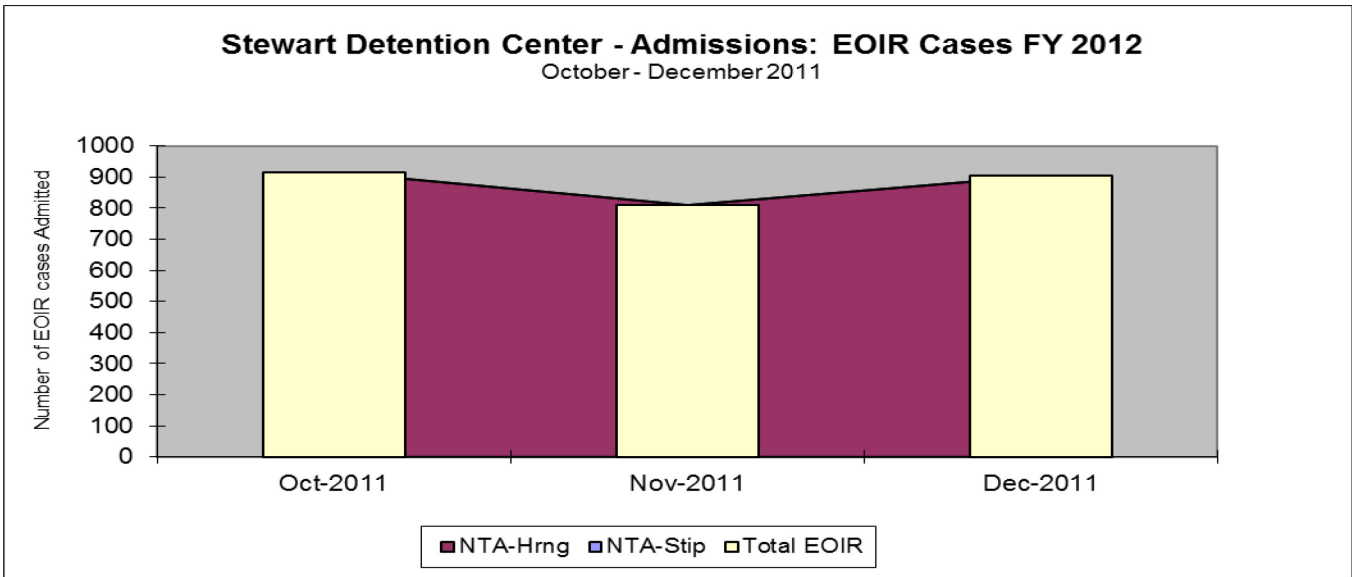
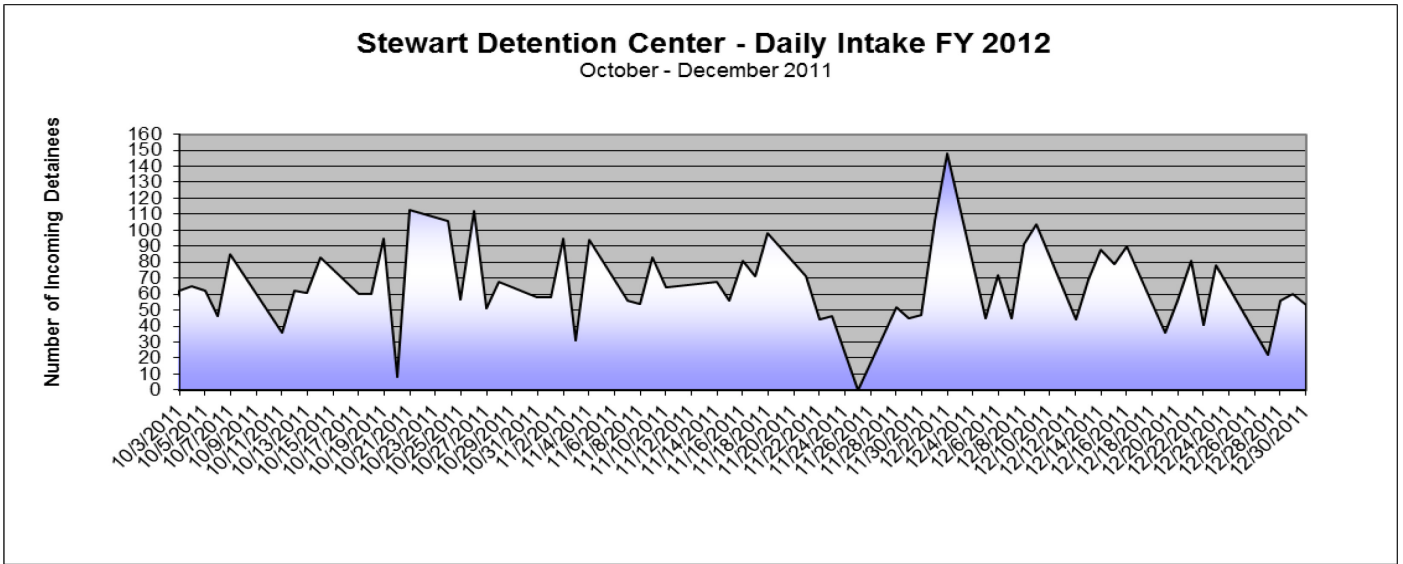
*Includes ICDC transfers
 **Includes SAV CAP Cases



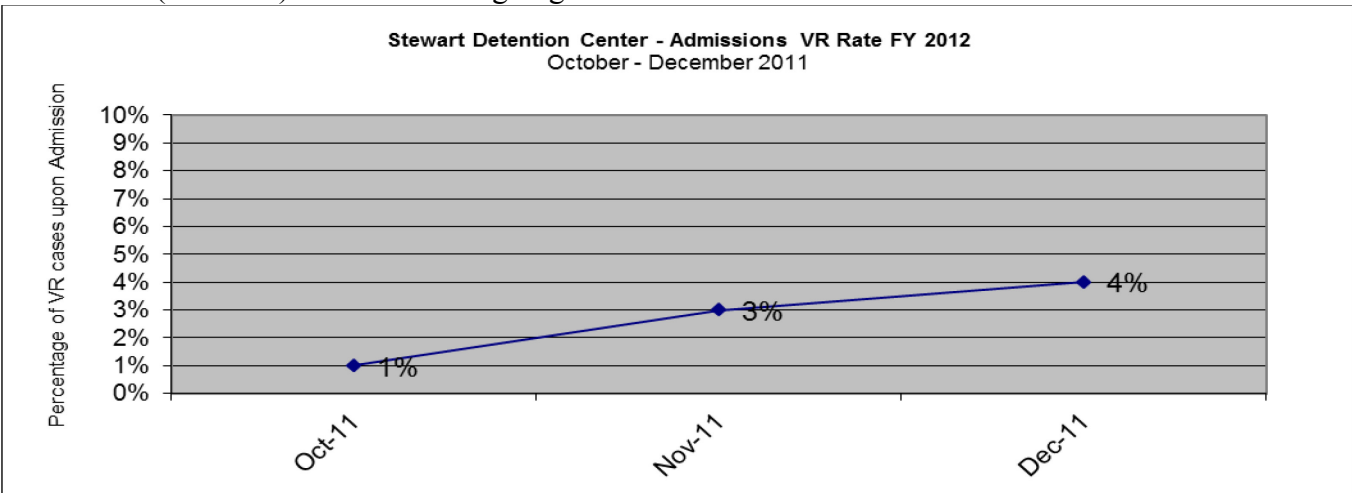
The below chart represents the various types of cases at the point of admission to the SDC during December (FY 2012); during December, the majority of the cases admitted (e.g. 67%) require adjudication by EOIR. As the “Admissions – EOIR Cases” chart below reflects, the number of hearing cases arriving at SDC has been significant; the total number of EOIR cases admitted to SDC during December is 904. While there were no Stipulated Removal cases admitted into SDC during the month of December, there were 25 Stipulated Removals submitted and ultimately processed for removal.



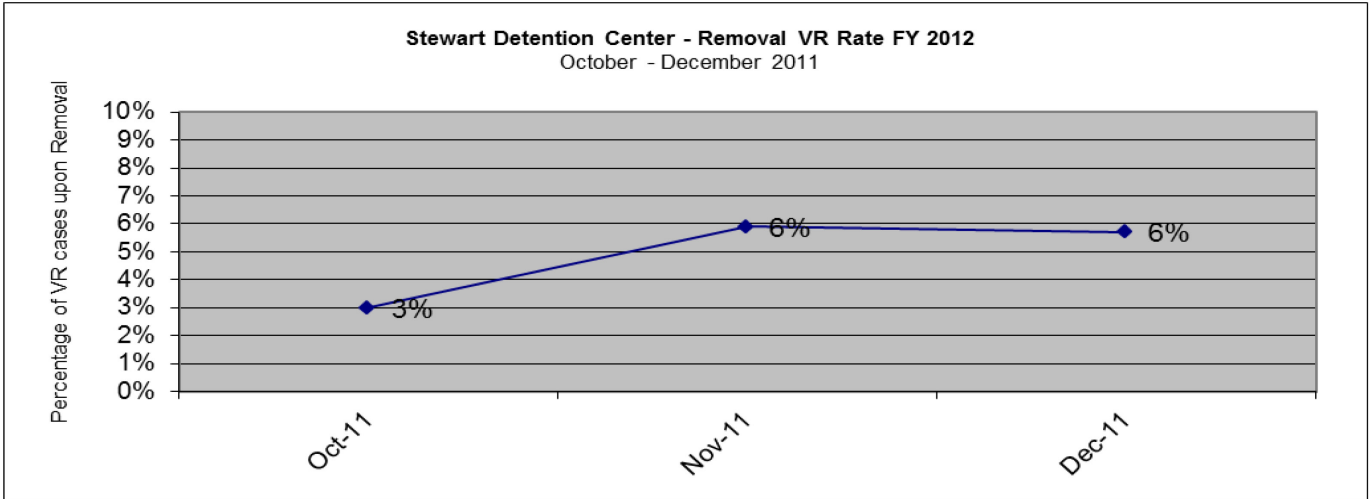
STEWART DETENTION CENTER – FY 2012 Briefing Paper



The December (FY 2012) VR rate for outgoing cases was 6%.



STEWART DETENTION CENTER – FY 2012 Briefing Paper



Removals:

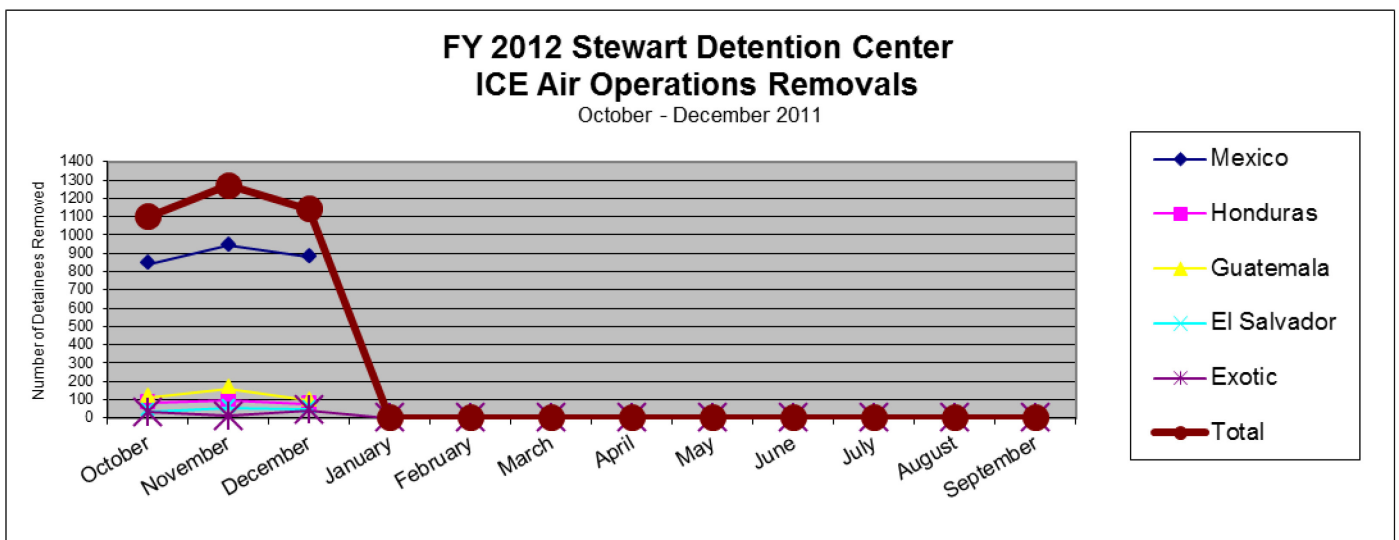
ICE Air Operations Unit (AOU).

The SDC is located in close proximity to the Columbus Metropolitan Airport, which accommodates regular ICE/Enforcement and Removal Operations (ERO) Air Operations Unit (AOU) flights.

As SDC is located a long distance from commercial air transportation hubs, AOU flights are the most effective method to execute removals. For this reason, over 90% of our removals are AOU removals from the Columbus Metropolitan Airport.

During the month of December, SDC has completed 1,141 AOU removals to the countries of Mexico, Honduras, Guatemala, El Salvador and other countries.

Please note that our commercial airline removals are counted separately because they are added to the Atlanta Travel Unit removal statistics.



Significant Cases:

Stewart Detention Center returned [redacted] (b)(6), (b)(7)c a citizen of Poland, who was wanted in Poland for Fraud and Forgery. [redacted] (b)(6), (b)(7)c was turned over to authorities in Poland on December 19, 2011.

Stewart Detention Center is currently detaining two new High Profile National Security Law Division cases,

[redacted] (b)(6), (b)(7)c, (b)(7)e

Stewart Detention Center staff removed 108 convicted aggravated felons in the month of December 2011 and is currently working several other National Security Law Division cases.

Stewart Detention Center Criminal Alien Program (SDCCAP)

SDCCAP Area of Responsibility (AOR) covers the southwestern region of Georgia. This consists of Harris County east to Twiggs County, then all counties south for a total of 45 counties. These AORs are outlined on the AOR map for Georgia.

SDCCAP regions are covered by [redacted] (b)(7) Immigration Enforcement Agents (IEA) and [redacted] (b)(7) Deportation Officer (DO) who are assigned to the Stewart Detention Center (SDC). SDCCAP has established contacts and liaisons that have resulted in the apprehension of criminal and fugitive aliens that pose a threat to the community.

Oversight for SDCCAP is conducted by [redacted] (b)(7) Supervisory Detention and Deportation Officer (SDDO) who is assigned to SDC.

The SDCCAP follows policies and procedures as outlined in the Criminal Alien Program, Atlanta Field Office Operational Guide July 2007. SDCCAP prioritizes conducting interviews telephonically.

SDCCAP has the responsibility for the McRae Federal Correctional Institution in McRae, GA, a Federal Immigration release sites. McRae is an active and successful Institution Removal Program site.

December, 2011 stats:

SDCCAP apprehended 93 subjects to be placed in Immigration proceedings, and located and arrested 6 fugitive aliens.

Medical Care:

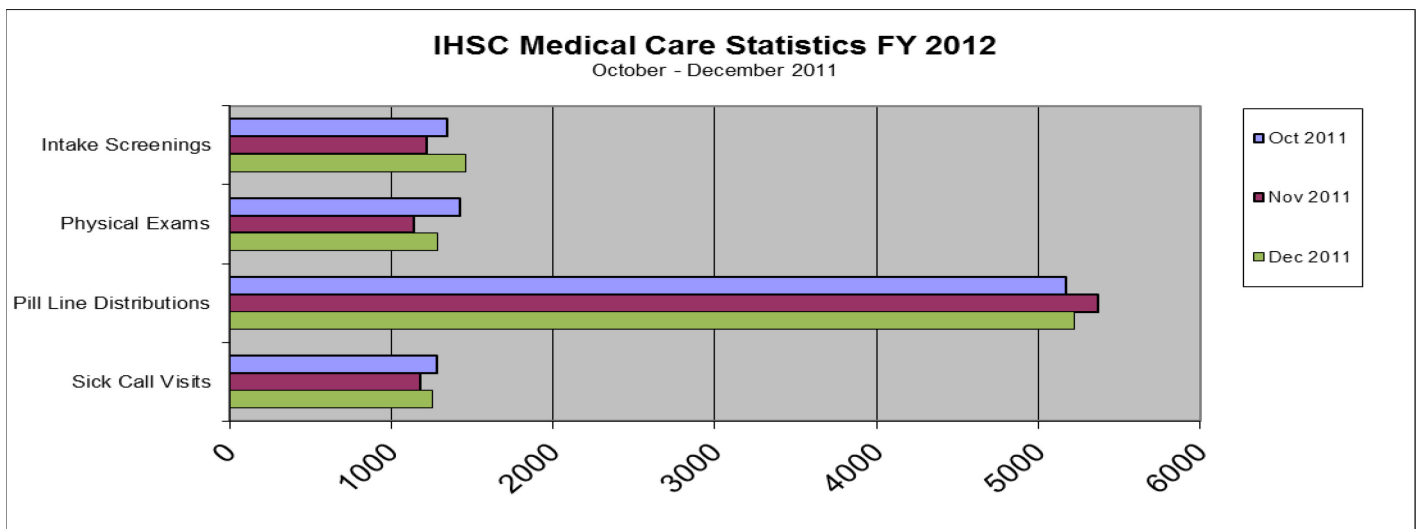
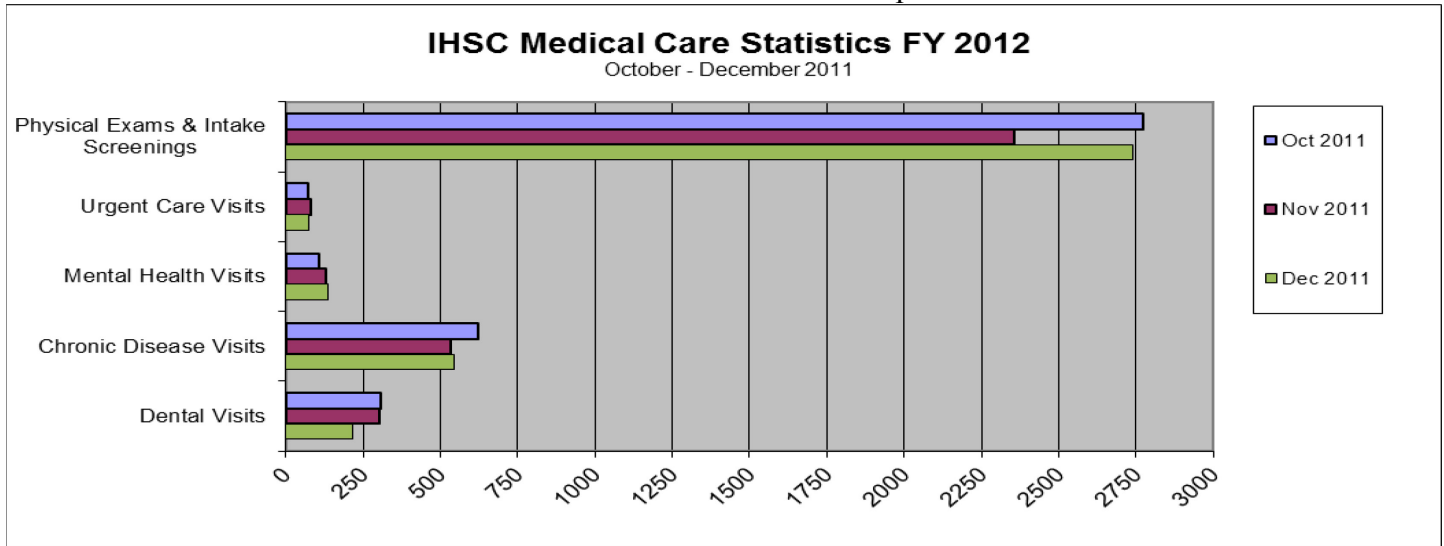
ICE Health Service Corps (IHSC) provides and/or arranges for health care services for aliens illegally in the United States that are detained by ICE. The IHSC relationship with the United States immigration law enforcement dates back to 1891 when the Immigration Act authorized the United States Public Health Service to examine and quarantine aliens at Ellis Island.

The IHSC health care system is a complex system that includes several distinct activities and services required by the Department of Homeland Security (DHS) to support the enforcement of immigration law and maintain

STEWART DETENTION CENTER – FY 2012 Briefing Paper

national security. The system includes: Ambulatory care clinics, in-patient units, mental health units, and medical staging facilities co-located with Immigration Service Processing Centers and contract detention facilities; IHSC utilizes a managed care/utilization management system which arranges health services for aliens detained in over 500 federal, state, and local jails across the nation.

IHSC at the SDC presently has a nursing and mid-level provider staff level at (b)(7)e there is (b)(7)e vacancy in the mental health staff (LCSW, Psychologist, Psychiatrist), and a (b)(7)e vacancy of Medical Doctors. While the lack of medical staff presents significant challenges, our Health Service Administrators continue to coordinate with site medical staff, ICE, offsite Clinical Director and Field Medical Coordinator with our patient population and specialists in the private sector to provide the best health care possible and in a manner that complies with the PBNDS. The following graphs show the high health acuity level of our patients, at approximately 4500 combined encounters monthly-150 encounters/day with corresponding high levels of pill line medications dispensed. This high number of pill line medication along with the high chronic and urgent care encounters per month, totaling over 600, further defines the high health acuity levels of incoming detainees at Stewart Detention Center. Coordination of health care with local managed care, IHSC Operations, AFOD, FOD, Field Case Managers, and the various jails and detention areas in Georgia and the Carolinas is of critical importance to all the shareholders as we continue to meet the health needs of our patients.



From: [redacted]
To: [redacted] (b)(6), (b)(7)c
Cc:
Subject: Re: D Ray James Roster Of Releases/CAP AOR for Savannah GA.
Date: Tuesday, July 19, 2011 11:36:12 AM

Addin [redacted] (b)(6), (b)(7)c

[redacted] (b)(6), (b)(7)c
Deputy Field Office Director
N. Carolina, S. Carolina and Stewart Detention Center
ICE/ERO/Atlanta
404-893-[redacted] (b)(6), (b)(7)c

Sent from wireless BlackBerry device

From: [redacted] (b)(6), (b)(7)c
To: [redacted] (b)(6), (b)(7)c
Cc:
Sent: Tue Jul 19 11:31:23 2011
Subject: Fw: D Ray James Roster Of Releases/CAP AOR for Savannah GA.

Can you guys answer [redacted] (b)(6), (b)(7)c question, below? A possible strategy is to have our folks (SAV?, Stewart?, Atlanta?) do the interviews and get photos and prints at the facility and send up to the CAP surge tdy personnel in Atlanta - same as we are doing for McRae.

[redacted] (b)(6), (b)(7)c Can one or both of you give me a call? 404-925-[redacted] (b)(6), (b)(7)c

[redacted] (b)(6), (b)(7)c
Deputy Field Office Director
N. Carolina, S. Carolina and Stewart Detention Center
ICE/ERO/Atlanta
404-893-[redacted] (b)(6), (b)(7)c

Sent from wireless BlackBerry device

From: [redacted] (b)(6), (b)(7)c
To: [redacted] (b)(6), (b)(7)c
Sent: Tue Jul 19 11:10:48 2011
Subject: RE: D Ray James Roster Of Releases/CAP AOR for Savannah GA.

A review of the provided release roster shows 39 cases for August and 58 for September. Do we know how many cases/interviews are prepared and ready to be processed?

Thank you.

[redacted] (b)(6), (b)(7)c
Deputy Field Office Director
Atlanta Field Office
Ofc.: (404) 893-[redacted] (b)(6), (b)(7)c
Fax.: (404) 893-1347

[redacted] (b)(6), (b)(7)c

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From: (b)(6), (b)(7)c
Sent: Tuesday, July 19, 2011 9:58 AM
To: (b)(6), (b)(7)c
Subject: Fw: D Ray James Roster Of Releases/CAP AOR for Savannah GA.

The officers in savannah need help with drj cases. I suggest this facility be reassigned.

From: (b)(6), (b)(7)c
To: (b)(6), (b)(7)c
Sent: Tue Jul 19 09:44:27 2011
Subject: D Ray James Roster Of Releases/CAP AOR for Savannah GA.

Hi AFOD (b)(6), (b)(7)c here is the D-Ray James Prison Roster for August and up to September currently as of today. All of the July cases have been taken care of. I have also included the AOR Map for the Savannah GA. Cap Office. I'm sending two maps. I highlighted in Red the area that the Savannah Cap Office covers in the first map.

Thank You,

(b)(6), (b)(7)c
Immigration Enforcement Agent
49 Park of Commerce Boulevard
Savannah, GA. 31405
Office: (912) 652- (b)(6), (b)(7)c
Cell: (404) 441- (b)(6), (b)(7)c
Fax: (912) 652-4252

From: [redacted]
To: [redacted] (b)(6), (b)(7)c
Cc:
Subject: RE: CAP Surge Spreadsheet; weekly report from Stewart as to removal status
Date: Friday, September 02, 2011 7:44:07 AM
Attachments: [ATL CAP Surge McRae IIDS Report 9-2-11 .xls](#)
Importance: Low

This should cover all of the info (app. date, charging doc issue date, projected release date, etc.) you need for the report each week. I had to search all McRae cases because if I filtered by "CAP Surge", the report came back with about 700 cases. There are 1830 case on this report. I can compare this spreadsheet to the ATL spreadsheets with the comparison program to filter out just the cases needed for the weekly report.

[redacted] (b)(6), (b)(7)c
Supervisory Detention and Deportation Officer
Stewart Detention Center
Desk: 229-838
Cell: 229-321 [redacted] (b)(6), (b)(7)c

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From: [redacted] (b)(6), (b)(7)c
Sent: Thursday, September 01, 2011 4:48 PM
To: [redacted] (b)(6), (b)(7)c
Subject: FW: CAP Surge Spreadsheet; weekly report from Stewart as to removal status

Could probably use the ss that sorts two separate columns to whittle this one down. let me know if it dont work, I do not want to do this manually.

[redacted] (b)(6), (b)(7)c

From: [redacted] (b)(6), (b)(7)c
Sent: Thursday, September 01, 2011 1:42 PM
To:
Cc: [redacted] (b)(6), (b)(7)c
Subject: RE: CAP Surge Spreadsheet; weekly report from Stewart as to removal status

[redacted] (b)(6), (b)(7)c We had a discussion a while back during one of the daily briefings concerning tracking the cases that were processed as a result of the McRae CAP surge. I don't remember how you guys said you were going to be able to do this, but I recall that there was some type of plan put forward. [redacted] (b)(6), (b)(7)c has now provided the list of all the cases that were processed during the surge. Please come up with

a way to report to the FOD the removal status of these cases, I guess on a weekly basis, so let's make it due to the FOD, DFODs and ATL-ERO-Taskings by 12 Noon each Friday.

[Like I said, I don't remember how this was going to be accomplished, but a couple of ideas:

1. Take the attached CDI list and put a column on it for expected release date. Then you would at least have an idea as to when to check the case to see if the alien had come into our custody yet and whether or not he had been removed yet. Otherwise you would have to have someone search all 875 cases in EARM each week to see if they have come into ICE custody yet, and whether they had been removed yet.

-or-

2. Each case has the operation name in ENFORCE of "CAP Surge" and a landmark of "McRae, GA", so possibly a report could be run in IIDS each week for Operation = CAP Surge and Landmark = McRae, GA with the "Detained?" status listed as one of the columns on the report.]

I believe Atlanta Detained has someone assigned to monitor all the jail and prison cases ("IRP docket") to ensure any with final orders are getting TDs and travel arrangements prior to coming into custody, so perhaps they might be able to work with you on some ideas of finding a way to provide this info to the FOD also.

-----Original Message-----

From: (b)(6), (b)(7)c
Sent: September 01, 2011 12:41 PM
To: (b)(6), (b)(7)c
Subject: FW: CAP Surge Spreadsheet

(b)(6), (b)(7)c

Please let me know if the attachment is helpful.

(b)(6), (b)(7)c
Assistant Field Office Director
Atlanta Field Office
(404) 893-8937 (b)(6), (b)(7)c

From: (b)(6), (b)(7)c
Sent: Thursday, September 01, 2011 12:14 PM
To: (b)(6), (b)(7)c
Subject: CAP Surge Spreadsheet

Please provide the lists of cases to DFOD Orton as soon as possible.

Thank you.

(b)(6), (b)(7)c
Deputy Field Office Director
Atlanta Field Office
Ofc.: (404) 893-8937 (b)(6), (b)(7)c
893-1347
(b)(6), (b)(7)c@dhs.gov

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From:
To:
Cc:

(b)(6), (b)(7)c

Subject: RE: CAP Surge Spreadsheet; weekly report from Stewart as to removal status
Date: Thursday, September 01, 2011 1:42:26 PM
Attachments: [McRae Stats for Surge 052411-081911_FINAL_V1#.xls](#)

(b)(6), (b)(7)c We had a discussion a while back during one of the daily briefings concerning tracking the cases that were processed as a result of the McRae CAP surge. I don't remember how you guys said you were going to be able to do this, but I recall that there was some type of plan put forward. (b)(6), (b)(7)c has now provided the list of all the cases that were processed during the surge. Please come up with a way to report to the FOD the removal status of these cases, I guess on a weekly basis, so let's make it due to the FOD, DFODs and ATL-ERO-Taskings by 12 Noon each Friday.

[Like I said, I don't remember how this was going to be accomplished, but a couple of ideas:

1. Take the attached CDI list and put a column on it for expected release date. Then you would at least have an idea as to when to check the case to see if the alien had come into our custody yet and whether or not he had been removed yet. Otherwise you would have to have someone search all 875 cases in EARM each week to see if they have come into ICE custody yet, and whether they had been removed yet.

-or-

2. Each case has the operation name in ENFORCE of "CAP Surge" and a landmark of "McRae, GA", so possibly a report could be run in IIDS each week for Operation = CAP Surge and Landmark = McRae, GA with the "Detained?" status listed as one of the columns on the report.]

I believe Atlanta Detained has someone assigned to monitor all the jail and prison cases ("IRP docket") to ensure any with final orders are getting TDs and travel arrangements prior to coming into custody, so perhaps they might be able to work with you on some ideas of finding a way to provide this info to the FOD also.

-----Original Message-----

From: (b)(6), (b)(7)c
Sent: Thursday, September 01, 2011 12:41 PM
To: (b)(6), (b)(7)c
Subject: FW: CAP Surge Spreadsheet

(b)(6), (b)(7)c

Please me know if the attachment is helpful.

(b)(6), (b)(7)c
Assistant Field Office Director
Atlanta Field Office
(404) 893-1347 (b)(6), (b)(7)c

-----O-----
From: (b)(6), (b)(7)c
Sent: Thursday, September 01, 2011 12:14 PM
To: (b)(6), (b)(7)c
Subject: CAP Surge Spreadsheet

Please provide the lists of cases to DFOD (b)(6), (b)(7)c as soon as possible.

Thank you.

(b)(6), (b)(7)c
Deputy Field Office Director
Atlanta Field Office
Ofc.: (404) 893-1347 (b)(6), (b)(7)c
Fax.: (404) 893-1347
(b)(6), (b)(7)c@dhs.gov

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From: (b)(6), (b)(7)c
To:
Subject: RE: CAP IEA rotations
Date: Monday, March 07, 2011 11:22:40 AM
Attachments: [CAP_wheel.xls](#)
[9A.DOC](#)
[image001.png](#)
[image003.jpg](#)
[oledata.mso](#)

We solicit for volunteers and made selection by seniority as per the 9a agreement. We have established a seniority wheel for volunteers so that all the agent are afforded an opportunity to volunteer. The three on volunteers that accepted are on the bottom of the wheel. (b)(6), (b)(7)c
(b)(6), (b)(7)c The DO rotating out is (b)(6), (b)(7)c was the senior volunteer that was selected to rotate in.

(b)(6), (b)(7)c
Supervisory Detention and Deportation Officer
Criminal Alien Program
Immigration and Customs Enforcement
Stewart Detention Center
146 CCA Road
Lumpkin, Georgia 31815
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Cell (229) 321 (b)(6), (b)(7)c
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From: (b)(6), (b)(7)c
Sent: Monday, March 07, 2011 11:17 AM
To: (b)(6), (b)(7)c
Subject: FW: CAP IEA rotations
Importance: High

Please respond to the below questions and send back to me.

Thanks

(b)(6), (b)(7)c
ICE/ERO
Stewart Detention Facility
146 CCA RD.
Lumpkin, GA 31815
Off Ph: 229-838 (b)(6), (b)(7)c
Cell: 229-321 (b)(6), (b)(7)c

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From: (b)(6), (b)(7)c
Sent: Monday, March 07, 2011 11:15 AM
To:
Cc: (b)(6), (b)(7)c
Subject: FW: CAP IEA rotations

(b)(6), (b)(7)c

Pertaining to the scheduled March 20, 2011 rotations, we have the following questions:

1. Who will rotate on March 20th?
2. What process will be followed?

Also, it would be good if I could review a copy of the 9A letter regarding the CAP rotation. If you don't have a copy readily accessible, I should be able to find one up here.

Thanks!

From: Skinner, Felicia S
Sent: Monday, March 07, 2011 11:10 AM
To:
Cc: (b)(6), (b)(7)c
Subject: RE: CAP IEA rotations

Have they identified who will rotate in and out? All or some? Process?

Felicia S. Skinner

Field Office Director
Atlanta Field Office-(GA, NC, & SC)
DHS-ICE-ERO

PLEASE NOTE NEW EXTERNAL EMAIL ADDRESS: (b)(6), (b)(7)c @dhs.gov

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From: (b)(6), (b)(7)c
Sent: Monday, March 07, 2011 10:48 AM
To: Skinner, Felicia S
Cc: (b)(6), (b)(7)c
Subject: FW: CAP IEA rotations
Importance: High

FYI. IEA rotations scheduled for March 20th in CAP unit at Stewart. Thanks!

From: (b)(6), (b)(7)c
Sent: Monday, March 07, 2011 9:26 AM
To:
Cc: (b)(6), (b)(7)c

Subject: RE: CAP IEA rotations

Importance: High

The CAP Unit has not rotated yet. They are scheduled to rotate on 03/20/11.

Thanks

(b)(6), (b)(7)c

ICE/ERO

Stewart Detention Facility

146 CCA RD.

Lumpkin, GA 31815

Off Ph: 229-838 (b)(6), (b)(7)c

Cell: 229-324 (b)(6), (b)(7)c

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From: (b)(6), (b)(7)c

Sent: Monday, March 07, 2011 9:06 AM

To:

Cc: (b)(6), (b)(7)c

Subject: CAP IEA rotations

(b)(6), (b)(7)c He FOD asked me today about CAP IEA rotations at Stewart. She stated a 9A notice was approved last year for IEA rotations for CAP there. Have these rotations already occurred?

Thanks for any information you can provide!

Atlanta Field Office

U.S. Department of Homeland Security
180 Spring St. SW
Atlanta, Georgia 30303



**U.S. Immigration
and Customs
Enforcement**

March 17, 2010

(b)(6), (b)(7)c

Vice President AFGE, Local I-527-ICE
180 Spring Street, SW
Atlanta, GA 30303

Mr. (b)(6), (b)(7)c

In accordance with Article 9(A) of our Negotiated Agreement, please be advised that it is the intention of Immigration and Customs Enforcement, Detention and Removal Operations, Atlanta Field Office to implement a Criminal Alien Program at the Stewart Detention Center, Lumpkin, Georgia.

Effective immediately the Stewart Detention Center Criminal Alien Program (SDCCAP) Area of Responsibility (AOR) will cover the south west region of Georgia. This will consist of Muscogee County, east to Houston County, then south to Lowndes County and west to the state line, Seminole County. These AOR will be outlined on the AOR map for Georgia.

SDCCAP will consist of (b)(7)e Immigration Enforcement Agents (IEA) that would each be responsible for a quadrant of the SDCCAP AOR. Thus far (b)(7)e IEA's have selected; the (b)(7)e will be selected in the next two weeks.

(b)(7)e Deportation Officer (DO) to handle prosecution cases and to assist the IEA's with case work.

The SDCCAP will follow policies and procedures as outlined in the Criminal Alien Program, Atlanta field Office, Operational Guide July 2007.

SDCCAP will prioritize conducting interviews telephonically.

IEA and DO rotation will be on a yearly basis. All replacement personnel will be selected on a volunteer basis with selections made base on seniority agreeable with the Union.

Sincerely,

Felicia S. Skinner
Field Office Director

From: [redacted]
To: [redacted] (b)(6), (b)(7)c
Cc: [redacted]
Subject: RE: CAP Funding
Date: Tuesday, January 17, 2012 4:34:51 PM
Attachments: [Enforcement Plan AOR ATL FY2012.docx](#)

AFODs w/ CAP programs: Please let [redacted] know of funding needed for CAP surges.

From: [redacted] (b)(6), (b)(7)c
Sent: Tuesday, January 17, 2012 4:20 PM
To: [redacted]
Cc: [redacted] (b)(6), (b)(7)c
Subject: RE: CAP Funding

[redacted] (b)(6), (b)(7)c

If I am reading this correctly, the only way we can receive a portion of the CAP funds listed below is if we prepare a sub allotment, no? If this is correct, we need to request funding to cover the Raymond James detail (hotel-per diem-etc.)

[redacted] (b)(6), (b)(7)c Any other CAP surges coming up in the immediate future.

[redacted] (b)(6), (b)(7)c
AFOD
Atlanta Field Office
Desk: 404 893 [redacted]
Cell: 404 925 [redacted] (b)(6), (b)(7)c

From: [redacted] (b)(6), (b)(7)c
Sent: Tuesday, January 17, 2012 4:16 PM
To: [redacted] (b)(6), (b)(7)c
Subject: FW: CAP Funding

Not sure if you saw this. Nothing received for CAP or FugOps today.

[redacted] (b)(6), (b)(7)c

From: [redacted] (b)(6), (b)(7)c
Sent: Tuesday, January 17, 2012 10:10 AM
To: [redacted] (b)(6), (b)(7)c
[redacted] (b)(6), (b)(7)c
[redacted] (b)(6), (b)(7)c
Subject: CAP Funding

All Mission Support;

ICE-Budget have made some CAP funding available to me, however this is not the amount needed to provide your 2nd QTR complete allotment. I am able to allot to you enough funds to cover any Bills

That is currently due at this time. Please provide me with a sub-allotment form with justification of what those funds will be used for.

There is adequate funds for Fug Ops and I will began allotting Fug Ops funds into your accounts today based on your submitted spend plans for 2nd Qtr.

Please feel free to contact me, should you have questions or concerns. Thanks for your patience's, support and understanding.

V/r

(b)(6), (b)(7)c
Budget Execution Unit
Enforcement and Removal Operation
Immigration and Customs Enforcement (ICE)
(202)732-1234
(b)(6), (b)(7)c
(b)(6), (b)(7)c @dhs.gov

From: (b)(6), (b)(7)c
Sent: Wednesday, January 04, 2012 5:29 PM

To:

(b)(6), (b)(7)c

Cc:

(b)(6), (b)(7)c

(b)(6), (b)(7)c

Subject: FY2012 Appropriation

All,

Good News . . . the FY2012 appropriation is funding ERO operations at or above the FY2012 President's budget request. This is true for all PPAs. Congress also funded an increase in detention bed ADP; in FY2012 ERO is to maintain an ADP of 34,000 compared to the previously 33,400 ADP.

Now that we have an appropriation for this fiscal year, spend plans have to be revised for which we will need your assistance. Your respective ERO budget execution analysts will contact you with requests for input/data validation etc. when the time comes.

At this time, I do not know when we will receive funding based on the enacted appropriation. ICE budget hasn't received funding authority from DHS yet. Rest assured that we will distribute funds as soon as we receive them. In the meantime, please continue to elevate any dire funding needs to your respective PPA analysts in my unit and we will develop suitable solutions together.

Please feel free to contact me, should you have questions or concerns.

w/r

(b)(6), (b)(7)c

(b)(6), (b)(7)c

Chief, Budget Execution Unit
Enforcement and Removal Operations
Immigration and Customs Enforcement
(202) 732-
(b)(6), (b)(7)c

FY 2012 Enforcement Plan – Atlanta Field Office

First Quarter of FY 2012

Return to Sender (RTS) Fugitive Operation – November 28-30, 2011

AOR-wide Fugitive Operation targeting ICE fugitives with a focus on criminal fugitive aliens
No resources needed with the exception of assistance from local personnel
Anticipate eighty-five (85) arrests

CAP Surge Operation – December 1 - 31, 2011

Folkston, Georgia – D. Ray James FCI

Led by Atlanta Field Office and Stewart Detention Center CAP Units augmented by detailers from within and outside of the Field Office (b)(7) SDDOs, (b)(7) ERAs, (b)(7) IEAs
D. Ray James is a 2,800 bed BOP facility housing foreign born federal inmates
Substantial TDY/Per Diem/Overtime/Lodging resources required
Anticipate screening / interviewing two hundred and fifty (250) foreign born aliens.
Estimated costs (to include lodging, airfare, car rental & MI&E): \$75,000

CAP Surge Operation – December 12-16, 2011

Spartanburg, South Carolina – Spartanburg County Detention Facility

Operation will involve Charleston, Columbia, and Greer Criminal Alien Program Officers
TDY/Per Diem/Overtime/Lodging resources required. Need for additional personnel is not anticipated.
Anticipate fifty (50) arrests
Estimated costs: \$3,500

Second Quarter of FY 2012

Begin outreach to the United States Marshals prior to our tentative CAP Surge Operations in September 2012, operations targeting US Marshal Prisoners currently detained at county jails.

SOAR Operations – January 3 -5, 2012

AOR-wide special focus dedicated to the identification and apprehension of alien sex offenders. Convicted sex offenders are the highest priority in the Atlanta Field Office; therefore officers promptly investigate and arrest alien sex offenders immediately once a case has been identified.

CAP Surge Operation – January 1 - 31, 2012

Folkston, Georgia – D. Ray James FCI

Led by Atlanta Field Office and Stewart Detention Center CAP Units augmented by detailers from within and outside of the Field Office (b)(7) SDDOs, (b)(7) ERAs, (b)(7) IEAs
D. Ray James is a 2,800 bed BOP facility housing foreign born federal inmates

Substantial TDY/Per Diem/Overtime/Lodging resources required
Anticipate screening / interviewing two hundred and fifty (250) foreign born aliens. Estimated costs (to include lodging, airfare, car rental & MI&E): \$75,000.

CAP Surge Operation – Throughout February 2012

Charlotte, North Carolina – Forsyth, New Hanover, and Guilford County Jails

Raleigh, North Carolina – Butner Federal Complex (LSCI/Butner Medium/Butner FCI)

Atlanta, Georgia – Douglas and Carroll County Jails

Overtime resources required for weekend operations. Need for additional resources is not anticipated

Anticipate one-hundred (100) arrests

Operation Crosscheck III – March 2012

AOR-wide Fugitive Operation augmented by Officers from CAP, DMU, ATD, HSI and local LEAs

TDY/Per Diem/ Overtime/Additional Transportation resources required

Target of three-hundred (300) arrests

Estimated costs: \$5,000

Third Quarter of FY 2012

SOAR Operations – April 2 -4, 2012

AOR-wide special focus dedicated to the identification and apprehension of alien sex offenders. Convicted sex offenders are the highest priority in the Atlanta Field Office; therefore officers promptly investigate and arrest alien sex offenders immediately once a case has been identified.

CAP Surge Operation – May 1 – 31, 2012

Folkston, Georgia – D. Ray James FCI

Led by Atlanta Field Office and Stewart Detention Center CAP Units augmented by detailers from within and outside of the Field Office (b)(7) SDDOs (b)(7) ERAs (b)(7) LEAs)

D. Ray James is a 2,800 bed BOP facility housing foreign born federal inmates

Substantial TDY/Per Diem/Overtime/Lodging resources required

Anticipate screening / interviewing two hundred and fifty (250) foreign born aliens

Estimated costs (to include lodging, airfare, car rental & MI&E): \$75,000.

Fourth Quarter of FY 2012

SOAR Operations – July 2 -5, 2012

AOR-wide special focus dedicated to the identification and apprehension of alien sex offenders. Convicted sex offenders are the highest priority in the Atlanta Field Office; therefore officers promptly investigate and arrest alien sex offenders immediately once a case has been identified.

CAP Surge Operation – August 1 - 31, 2012

Folkston, Georgia – D. Ray James FCI

Led by Atlanta Field Office and Stewart Detention Center CAP Units augmented by detailers from within and outside of the Field Office (b)(7) SDDOs, (b)(7) ERAs, (b)(7) LEAs)

D. Ray James is a 2,800 bed BOP facility housing foreign born federal inmates

Substantial TDY/Per Diem/Overtime/Lodging resources required

Anticipate screening / interviewing two hundred and fifty (250) foreign born aliens

Estimated costs (to include lodging, airfare, car rental & MI&E): \$75,000.

Operation Crosscheck IV – August 2012

AOR-wide Fugitive Operation augmented by Officer from CAP, DMU, ATD, HSI and local LEAs

TDY/Per Diem/Overtime/Additional Transportation resources required

Target of three-hundred (300) arrests

Estimated costs: \$5,000

CAP Surge Operation – September 2012

North Carolina – Wake, Mecklenburg, and Alamance County Jails

South Carolina – Lexington and Charleston County Jails

Georgia – Irwin County Detention Center & Robert A. Deyton Detention Facility

These operations will target USMS prisoners currently detained at county jails

Anticipate screening / interviewing two-hundred (200) foreign born aliens

May require Per Diem/Overtime/Lodging resources for Irwin

Estimated costs (to include lodging, & MI&E): \$3,500

National “At Large” Criminal Operation 1 – Dates TBD at National Level

AOR-wide operation targeting aliens released from local LEAs prior to being encountered by ERO or who were released despite an ICE Detainer being in place

The Criminal Alien Program will lead with participation from Fugitive Operations Unit Officers and possibly HSI

The need for additional resources is not anticipated

Anticipated number of targets/arrests to be determined at a later date

National “At Large” Criminal Operation 2 – Dates TBD at National Level

New Hanover County, Wilmington, North Carolina – Targeting aliens on active probation

The Criminal Alien Program will lead with participation from Fugitive Operations Unit Officers and possibly HSI

TDY/Per Diem /Overtime/Additional Transportation resources required

Anticipate twenty (20) arrests

“At Large” Criminal Operation 3 – Dates TBD

Charleston, South Carolina – Fugitive Operations Unit Officers augmented by Officer from CAP and local LEAs. Targeting criminal aliens in and around the Georgia Coastal region, with a focus on Savannah and Brunswick

TDY/Per Diem/Lodging/Additional Transportation resources required

Anticipated number of targets/arrests to be determined at a later date

National CAP Surge Operation 1 – Dates TBD at National Level

Atlanta, Georgia – Cherokee and Fulton County Jails

Led by Officer from the Criminal Alien Program with Assistance from the Fugitive Operations Unit

The need for additional resources is not anticipated

Anticipate fifty (50) arrests

National CAP Surge Operation 2 – Dates TBD at National Level

South Carolina – Newberry County Jail

North Carolina – Johnston, Durham, and Cumberland County Jails

Led by Officers from the Criminal Alien Program with Assistance from the Fugitive Operations Unit

The need for additional resources is not anticipated

Anticipate one-hundred (100) arrests

Other Enforcement Initiatives – Dates TBD by the Atlanta Field Office

Violent Offender Operation – Targeting wanted/convicted aliens who have committed crimes of violence. Modeled after the USMS “Operation Falcon”

ERO Fugitive Operations will lead with assistance from Criminal Alien Program Officers and various local LEAs and their task forces

SOAR Operations – The Atlanta Field Office will use the listed periods each quarter to focus our efforts in the identification and location of these cases. All sex offenders will be arrested immediately as encountered in addition to planned SOAR targeted operations.

Overall Training Needs

- 4th Amendment Training by OCC – All Enforcement Unit members will receive 4th Amendment training by January 31, 2012
- FOTP for CAP Officers
- Local training for CAP Officers on preparation of a FOW

Total Cost Summary (Estimated): \$ 317,000

From: [redacted]
To: [redacted] (b)(6), (b)(7)c
Cc:
Subject: RE: CAP Assets in S. Carolina; Re: Quick Turn Around
Date: Wednesday, October 26, 2011 12:33:59 PM
Attachments: [image001.png](#)
[image004.jpg](#)

Sir,

The number of funded CAP positions in South Carolina are as follows:

Greer [redacted] (b)(7)e
Charleston [redacted] (b)(7)e
Columbia [redacted] (b)(7)e

[redacted] (b)(6), (b)(7)c
Assistant Field Office Director
US DHS ICE ERO
South Carolina ERO Operations
170 Meeting Street, Suite 501
Charleston, SC 29401
(c) 404-449 [redacted]
(o) 843-727 [redacted] (b)(6), (b)(7)c
[redacted] (b)(6), (b)(7)c [@fins3.dhs.gov](mailto:[redacted]@fins3.dhs.gov)

Leadership is solving problems. The day soldiers stop bringing you their problems is the day you have stopped leading them. They have either lost confidence that you can help or concluded you do not care. Either case is a failure of leadership. ----- Colin Powell

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From: [redacted] (b)(6), (b)(7)c
Sent: Wednesday, October 26, 2011 12:04 PM
To: [redacted] (b)(6), (b)(7)c
Cc:
Subject: RE: CAP Assets in S. Carolina; Re: Quick Turn Around

Sir,

What we are being asked is the number of funded CAP positions in South Carolina specifically. If you could provide those numbers I would greatly appreciate it. CAP Agents / Officers screening IAR are considered CAP personnel not Secure Communities. Hopefully this request isn't a heavy lift. I know that everyone is busy in the field.

Thanks in advance!

(b)(6), (b)(7)c
Criminal Alien Program
500 12th Street SW
Washington, DC 20536
Office: (202) 732- (b)(6), (b)(7)c
Mobile: (202) 500 (b)(6), (b)(7)c
Email: (b)(6), (b)(7)c@dhs.gov

From: (b)(6), (b)(7)c
Sent: Wednesday, October 26, 2011 11:52 AM
To: (b)(6), (b)(7)c
Cc: (b)(6), (b)(7)c
Subject: CAP Assets in S. Carolina; Re: Quick Turn Around

I'm out of the office, but adding (b)(6), (b)(7)c

(b)(6), (b)(7)c How is "CAP assets" defined? Do you want # of positions classified as CAP funded or the actual number dedicated to CAP? Only those filled, or also the vacant ones? What about the CAP people who are assigned to the 287(g) program to review the work of the 287(g) deputies? What about those reviewing the Secure Communities IAQ's and placing detainees - are they CAP or Secure Communities?

(b)(6), (b)(7)c
Deputy Field Office Director
N. Carolina, S. Carolina and Stewart Detention Center
ICE/ERO/Atlanta
404-893 (b)(6), (b)(7)c

Sent from wireless BlackBerry device

From: (b)(6), (b)(7)c
Sent: Wednesday, October 26, 2011 10:37 AM
To: (b)(6), (b)(7)c
Cc: (b)(6), (b)(7)c
Subject: FW: Quick Turn Around

DFOD (b)(6), (b)(7)c

I have a quick turnaround tasking here in HQ. Can you provide me information on how many CAP assets we have in South Carolina?

Specifics of CAP team(s) for South Carolina (as comparison, Utah has one CAP team consisting of one Supervisory Detention Deportation Officer, one Deportation Officer, one Deportation Removal Assistant, and seven Immigration Enforcement Agents)

Thanks in advance!

(b)(6), (b)(7)c

Criminal Alien Program
500 12th Street SW
Washington, DC 20536

Office: (202) 732-
Mobile: (202) 500-

Email: **(b)(6), (b)(7)c** [@dhs.gov](mailto:(b)(6), (b)(7)c@dhs.gov)

From: (b)(6), (b)(7)c
To: (b)(6), (b)(7)c
Cc:
Subject: RE: CAP Assets in S. Carolina; Re: Quick Turn Around
Date: Wednesday, October 26, 2011 12:26:28 PM
Attachments: [image001.png](#)
[image002.jpg](#)

Yes sir (b)(6), (b)(7)c looking up the number of funded positions right now, so I provide only the correct numbers and nothing more. Thanks for double checking, as that is an extremely important point.

Thanks!

(b)(6), (b)(7)c
Assistant Field Office Director
US DHS ICE ERO
South Carolina ERO Operations
170 Meeting Street, Suite 501
Charleston, SC 29401
(c) 404-449- (b)(6), (b)(7)c
(o) 843-727- (b)(6), (b)(7)c
@fins3.dhs.gov
(b)(6), (b)(7)c

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From: (b)(6), (b)(7)c
Sent: Wednesday, October 26, 2011 12:22 PM
To: (b)(6), (b)(7)c
Cc: (b)(6), (b)(7)c
Subject: RE: CAP Assets in S. Carolina; Re: Quick Turn Around

Please work with (b)(6), (b)(7)c and ensure we provide the number of CAP funded positions. I know we tend to throw everything we have at the program, regardless as to what program funds it.

Thank you.

(b)(6), (b)(7)c
Deputy Field Office Director
Atlanta Field Office
Ofc.: (404) 893- (b)(6), (b)(7)c
Fax.: (404) 893-1347
(b)(6), (b)(7)c **dhs.gov**

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From: (b)(6), (b)(7)c
Sent: Wednesday, October 26, 2011 12:18 PM
To: (b)(6), (b)(7)c
Cc: (b)(6), (b)(7)c
Subject: RE: CAP Assets in S. Carolina; Re: Quick Turn Around

Thanks (b)(6), (b)(7)c I will do what I can on the teams.

Thanks in advance!

(b)(6), (b)(7)c
Criminal Alien Program
500 12th Street SW
Washington, DC 20536
Office: (202) 732- (b)(6), (b)(7)c
Mobile: (202) 560- (b)(6), (b)(7)c
Email: (b)(6), (b)(7)c @dhs.gov

From: (b)(6), (b)(7)c
Sent: Wednesday, October 26, 2011 12:16 PM
To: (b)(6), (b)(7)c
Cc: (b)(6), (b)(7)c
Subject: RE: CAP Assets in S. Carolina; Re: Quick Turn Around

I am looking it up right now. Be back with an answer shortly. (We need four complete CAP teams in South Carolina, but we will settle for three, by the way)

(b)(6), (b)(7)c
Assistant Field Office Director
US DHS ICE ERO
South Carolina ERO Operations
170 Meeting Street, Suite 501
Charleston, SC 29401
(c) 404-449- (b)(6), (b)(7)c
(o) 843-727- (b)(6), (b)(7)c
(b)(6), (b)(7)c @fins3.dhs.gov

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Cc: (b)(6), (b)(7)c
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Thanks in advance!

(b)(6), (b)(7)c
Criminal Alien Program
500 12th Street SW
Washington, DC 20536
Office: (202) 732-(b)(6), (b)(7)c
Mobile: (202) 500-(b)(6), (b)(7)c
Email: (b)(6), (b)(7)c @dhs.gov

From: (b)(6), (b)(7)c
Sent: Wednesday, October 26, 2011 11:52 AM
To: (b)(6), (b)(7)c
Cc: (b)(6), (b)(7)c
Subject: CAP Assets in S. Carolina; Re: Quick Turn Around

I'm out of the office, but adding (b)(6), (b)(7)c

(b)(6), (b)(7)c How is "CAP assets" defined? Do you want # of positions classified as CAP funded or the actual number dedicated to CAP? Only those filled, or also the vacant ones? What about the CAP people who are assigned to the 287(g) program to review the work of the 287(g) deputies? What about those reviewing the Secure Communities IAQ's and placing detainees - are they CAP or Secure Communities?

(b)(6), (b)(7)c
Deputy Field Office Director
N. Carolina, S. Carolina and Stewart Detention Center
ICE/ERO/Atlanta
404-893-(b)(6), (b)(7)c

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Specifics of CAP team(s) for South Carolina (as comparison, Utah has one CAP team consisting of one Supervisory Detention Deportation Officer, one Deportation Officer, one Deportation Removal Assistant, and seven Immigration Enforcement Agents)

Thanks in advance!

(b)(6), (b)(7)c
Criminal Alien Program
500 12th Street SW
Washington, DC 20536
Office: (202) 732-(b)(6), (b)(7)c
Mobile: (202) 500-(b)(6), (b)(7)c
Email: (b)(6), (b)(7)c [@dhs.gov](mailto:(b)(6), (b)(7)c@dhs.gov)

From: [redacted]
To: [redacted] (b)(6), (b)(7)c
Cc:
Subject: RE: CAP Assets in S. Carolina; Re: Quick Turn Around
Date: Wednesday, October 26, 2011 12:35:21 PM
Attachments: [image001.png](#)
[image002.jpg](#)

10-4! I greatly appreciate the assistance.

“One Team One Fight!”

Thanks in advance!

[redacted] (b)(6), (b)(7)c
Criminal Alien Program
500 12th Street SW
Washington, DC 20536
Office: (202) 732- [redacted] (b)(6), (b)(7)c
Mobile: (202) 500- [redacted] (b)(6), (b)(7)c
Email: [redacted] (b)(6), (b)(7)c [@dhs.gov](mailto:[redacted]@dhs.gov)

From: [redacted] (b)(6), (b)(7)c
Sent: Wednesday, October 26, 2011 12:34 PM
To: [redacted] (b)(6), (b)(7)c
Cc:
Subject: RE: CAP Assets in S. Carolina; Re: Quick Turn Around

Sir,

The number of funded CAP positions in South Carolina are as follows:

Greer [redacted] (b)(7)e
Charleston [redacted] (b)(7)e
Columbia [redacted] (b)(7)e

[redacted] (b)(6), (b)(7)c
Assistant Field Office Director
US DHS ICE ERO
South Carolina ERO Operations
170 Meeting Street, Suite 501
Charleston, SC 29401
(c) 404-449 [redacted] (b)(6), (b)(7)c
(o) 843-727 [redacted] (b)(6), (b)(7)c
[redacted] (b)(6), (b)(7)c [@fins3.dhs.gov](mailto:[redacted]@fins3.dhs.gov)

Leadership is solving problems. The day soldiers stop bringing you their problems is the day you have stopped leading them. They have either lost confidence that you can help or concluded you do not care. Either case is a failure of leadership. ----- Colin Powell

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From: (b)(6), (b)(7)c
Sent: Wednesday, October 26, 2011 12:04 PM
To:
Cc: (b)(6), (b)(7)c
Subject: RE: CAP Assets in S. Carolina; Re: Quick Turn Around

Sir,

What we are being asked is the number of funded CAP positions in South Carolina specifically. If you could provide those numbers I would greatly appreciate it. CAP Agents / Officers screening IAR are considered CAP personnel not Secure Communities. Hopefully this request isn't a heavy lift. I know that everyone is busy in the field.

Thanks in advance!

(b)(6), (b)(7)c
Criminal Alien Program
500 12th Street SW
Washington, DC 20536
Office: (202) 732- (b)(6), (b)(7)c
Mobile: (202) 500- (b)(6), (b)(7)c
Email: (b)(6), (b)(7)c @dhs.gov

From: (b)(6), (b)(7)c
Sent: Wednesday, October 26, 2011 11:52 AM
To:
Cc: (b)(6), (b)(7)c
Subject: CAP Assets in S. Carolina; Re: Quick Turn Around

I'm out of the office, but adding (b)(6), (b)(7)c
(b)(6), (b)(7)c How is "CAP assets" defined? Do you want # of positions classified as CAP funded or the actual number dedicated to CAP? Only those filled, or also the vacant ones? What about the CAP people who are assigned to the 287(g) program to review the work of the 287(g) deputies? What about those reviewing the Secure Communities IAQ's and placing detainees - are they CAP or Secure Communities?

(b)(6), (b)(7)c
Deputy Field Office Director
N. Carolina, S. Carolina and Stewart Detention Center
ICE/ERO/Atlanta
404-893- (b)(6), (b)(7)c

Sent from wireless BlackBerry device

From: (b)(6), (b)(7)c
Sent: Wednesday, October 26, 2011 10:37 AM
To
Cc (b)(6), (b)(7)c
Subject: FW: Quick Turn Around

DFOD (b)(6), (b)(7)c

I have a quick turnaround tasking here in HQ. Can you provide me information on how many CAP assets we have in South Carolina?

Specifics of CAP team(s) for South Carolina (as comparison, Utah has one CAP team consisting of one Supervisory Detention Deportation Officer, one Deportation Officer, one Deportation Removal Assistant, and seven Immigration Enforcement Agents)

Thanks in advance!

(b)(6), (b)(7)c
Criminal Alien Program
500 12th Street SW
Washington, DC 20536
Office: (202) 732-
Mobile: (202) 500- (b)(6), (b)(7)c
Email: (b)(6), (b)(7)c @dhs.gov

From:
To:
Cc:
Subject:
Date:

(b)(6), (b)(7)c

RE: Butner medical cases - detainees
Tuesday, August 09, 2011 6:08:53 PM

As requested...

Upcoming releases from Butner...

(b)(6), (b)(7)c

MEXICO	08/16/11
MEXICO	08/16/11
MEXICO	08/19/11
EL SAL	08/19/11
EL SAL	08/21/11
GUAT	08/21/11
MEXICO	08/22/11
MEXICO	08/22/11
MEXICO	08/27/11
TRINIDAD	09/28/11
MEXICO	10/12/11

(b)(6), (b)(7)c

MEXICO	09/03/11
MEXICO	09/07/11
MEXICO	09/08/11
MEXICO	09/10/11
MEXICO	09/12/11
MEXICO	09/16/11
MEXICO	09/16/11
MEXICO	09/22/11
MEXICO	09/25/11

Medical cases past their release dates (or soon to be) waiting on pickup and/or removal...

(b)(6), (b)(7)c

MEXICO	07/18/11
MEXICO	08/08/11
MEXICO	08/12/11
MEXICO	08/18/11
MEXICO	02/16/11

(b)(6), (b)(7)c

MEXICO

05/06/11

(b)(6), (b)(7)c

Supervisory Detention & Deportation Officer
Criminal Alien Program
U.S. Immigration and Customs Enforcement
Department of Homeland Security
4407 Bland Road
Suite 205
Raleigh, North Carolina 27609
919-677-9919 Office
919-677-9919 Fax

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From: (b)(6), (b)(7)c
Sent: Tuesday, August 09, 2011 12:48 PM
To:
Cc: (b)(6), (b)(7)c
Subject: RE: Butner medical cases - detainees

Just Butner for now, unless you have known medical cases coming from elsewhere.

From: (b)(6), (b)(7)c
Sent: 2011 12:44 PM
To: Orton, Larry; Alfieri, Robert J; Williams, Robert K
Cc: Rivera, David D; Skinner, Felicia S; Hammond, Dennis; Gladish, Michael R; Wright, Nicole D
Subject: RE: Butner medical cases - detainees

I will put something together...

Would you like upcoming release information for our entire BOP docket or just Butner?

(b)(6), (b)(7)c

Supervisory Detention & Deportation Officer
Criminal Alien Program
U.S. Immigration and Customs Enforcement
Department of Homeland Security
4407 Bland Road
Suite 205
Raleigh, North Carolina 27609
919-677-9919 Office
919-677-9919 Fax

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From: (b)(6), (b)(7)c
Sent: Tuesday, August 09, 2011 12:39 PM
To:
Cc: (b)(6), (b)(7)c

Subject: Butner medical cases - detainees

(b)(6), (b)(7)c Can you provide us a list of any inmates at Butner who are there past their sentence release date, but BOP is keeping them there because we have a detainer? Also, do you have a list of upcoming releases (for the next month or two) from Butner that we have detainees on?

(b)(6), (b)(7)c

Deputy Field Office Director
(N. Carolina, S. Carolina, Stewart Detention Center)
Atlanta Field Office
Enforcement and Removal Operations
U. S. Immigration and Customs Enforcement
Department of Homeland Security
Office: (404) 893-
(b)(6), (b)(7)c

From: [Redacted]
To: [Redacted]
Subject: [Redacted]
Date: Tuesday, June 24, 2012 4:30:49 AM
Attachments: [Redacted]

(b)(6), (b)(7)c

Please make sure that all personnel are aware that when they lift a detainer that was previously placed they need to go into EARM and change the detainer fields as shown on the attachment. The "Active?" field must be "No," the "Date Detainer Lifted" field needs to have a date in it; and a lift code needs to be chosen.

(b)(6), (b)(7)c
Sent: Tuesday, June 24, 2012 5:02 PM
To: ATL-ERO, Tasking (b)(6), (b)(7)c
Cc: [Redacted]
Subject: RE: ACTIVE DETAINERS ON POSSIBLE USCS
Importance: High

Taskings: Please disregard I just checked EARM and the detainers still don't show they have been lifted.

(b)(6), (b)(7)c
(b)(6), (b)(7)c
Please ensure they are lifted in EARM.
I received an e-mail from you stating that the one in Hall had been lifted but it is not showing "lifted" in EARM.

(b)(6), (b)(7)c
Assistant Field Office Director
(responsible for the state of Georgia, except the Stewart Detention Center)
Atlanta Field Office
Enforcement and Removal Operations
U. S. Immigration and Customs Enforcement
Department of Homeland Security
Office of [Redacted]

(b)(6), (b)(7)c
Sent: Tuesday, June 24, 2012 5:16 PM
To: ATL-ERO, Tasking
Cc: [Redacted]
Subject: RE: ACTIVE DETAINERS ON POSSIBLE USCS

See below

(b)(6), (b)(7)c
Sent: Tuesday, June 24, 2012 5:02 PM
To: [Redacted]
Cc: [Redacted]
Subject: RE: ACTIVE DETAINERS ON POSSIBLE USCS

Please be advised that the agent/officer highlighted in red below have lifted the detainers. EARM updated and the facilities has been contacted.

Site	Event Number	Effective Date	Detainer placed at	Active Yes/No	Program	Officer Lifted Detainer	Subject Name	Citizenship	Subject ID
ATL		06/07/2010	OTHER-OTHER FACILITY	NO	ERO C m nal			UNITED STATES	
ATL		08/10/2010	MCRAE CORRECTIONAL FACILITY, CCA	NO	Alien P og am			UNITED STATES	
ATL		10/25/2010	GEORGIA DEPT OF CORRECTIO	NO	ERO C m nal			UNITED STATES	
ATL		11/16/2010	GEORGIA DEPT OF CORRECTIO	NO	Alien P og am			UNITED STATES	
ATL		11/26/2010	GEORGIA DEPT OF CORRECTIO	NO	Alien P og am			UNITED STATES	
ATL		12/21/2010	GEORGIA DEPT OF CORRECTIO	NO	ERO C m nal			UNITED STATES	
ATL	(b)(6), (b)(7)c, (b)(7)e	01/21/2011	CHEROKEE CO JAIL GA	NO	Alien P og am	(b)(6), (b)(7)c		UNITED STATES	(b)(6), (b)(7)c
ATL		02/25/2011	GEORGIA DEPT OF CORRECTIO	NO	ERO C m nal			UNITED STATES	
SAV		05/31/2011	TOONBS COUNTY SHERIFF	NO	ERO C m nal			UNITED STATES	
ATL		10/13/2011	GEORGIA DEPT OF CORRECTIO	NO	Alien P og am			UNITED STATES	
ATL		11/18/2011	GEORGIA DEPT OF CORRECTIO	NO	ERO C m nal			UNITED STATES	
Ga new ile		12/12/2011	HALL COUNTY JAIL	YES	287G P og am			UNITED STATES	
CLT		12/30/2011	N C. DEPT OF CORRECTIONS	YES	ERO C m nal			UNITED STATES	
ATL		01/04/2012	CHEROKEE CO JAIL GA	NO	Alien P og am			UNITED STATES	

(b)(6), (b)(7)c

Assistant Field Office Director
Criminal Alien Division
Atlanta Field Office

(b)(6), (b)(7)c
(b)(6), (b)(7)c
Sent: Tuesday, June 24, 2012 1:24 PM
To: [Redacted]
Cc: [Redacted]
Subject: RE: ACTIVE DETAINERS ON POSSIBLE USCS
Importance: High

We need to ensure 2 things:

1. That the detainer is modified to show "lifted" in EARM.
2. That we contact each of the facilities shown below and verify with them that their records do not reflect any ICE detainer for the individual shown.

Also: Please provide the name of the officer who verified that the detainer has been lifted in EARM and that the facility or agency has been contacted and confirmed that there is no detainer.

If possible have it completed by COB Today. Thanks.

Site	Event Number	Effective Date	Detainer placed at	Active Yes/No	Program	Officer Name	Subject Name	Citizenship	Subject ID
ATL		06/07/2010	OTHER-OTHER FACILITY	YES	ERO C m nal			UNITED STATES	
ATL		08/10/2010	MCRAE CORRECTIONAL FACILITY, CCA	YES	Alien P og am			UNITED STATES	
ATL		10/25/2010	GEORGIA DEPT OF CORRECTIO	YES	ERO C m nal			UNITED STATES	
ATL		11/16/2010	GEORGIA DEPT OF CORRECTIO	YES	Alien P og am			UNITED STATES	
ATL		11/26/2010	GEORGIA DEPT OF CORRECTIO	YES	ERO C m nal			UNITED STATES	
ATL		12/21/2010	GEORGIA DEPT OF CORRECTIO	YES	Alien P og am			UNITED STATES	
ATL	(b)(6), (b)(7)c, (b)(7)e	01/21/2011	CHEROKEE CO JAIL GA	YES	ERO C m nal	(b)(6), (b)(7)c		UNITED STATES	(b)(6), (b)(7)c
ATL		02/25/2011	GEORGIA DEPT OF CORRECTIO	YES	Alien P og am			UNITED STATES	
SAV		05/31/2011	TOONBS COUNTY SHERIFF	YES	Alien P og am			UNITED STATES	
ATL		10/13/2011	GEORGIA DEPT OF CORRECTIO	YES	Alien P og am			UNITED STATES	
ATL		11/18/2011	GEORGIA DEPT OF CORRECTIO	YES	Alien P og am			UNITED STATES	
Ga new ile		12/12/2011	HALL COUNTY JAIL	YES	287G P og am			UNITED STATES	
CLT		12/30/2011	N C. DEPT OF CORRECTIONS	YES	ERO C m nal			UNITED STATES	
ATL		01/04/2012	CHEROKEE CO JAIL GA	YES	Alien P og am			UNITED STATES	

(b)(6), (b)(7)c

Assistant Field Office Director
(responsible for the state of Georgia, except the Stewart Detention Center)
Atlanta Field Office
Enforcement and Removal Operations
U. S. Immigration and Customs Enforcement
Department of Homeland Security
Office of [Redacted]

(b)(6), (b)(7)c
(b)(6), (b)(7)c
Sent: Tuesday, June 24, 2012 12:53 PM
To: [Redacted]
Cc: [Redacted]

Subject: FW: ACTIVE DETAINERS ON POSSIBLE USCS
Importance: High

AFOD's,

Please review the attached list and ensure each case is immediately reviewed for alienage and legal sufficiency. Any corrective action should be taken and the appropriate systems and records updated. Once completed, please provide an update to ATL-ERO-Taskings.

Site	Event Number	Prepare Date	Detention Location	Detention Location Name	Active Yes No	Alert	Operation	Program	Officer Name	Subject Name	Citizenship	Subject Id
ATLANTA GA DOCKET CONTROL OFFICE		06/07/2010	OTHER	OTHER-OTHER FAC LITY	YES			ERO Criminal A ien Program			UNITED STATES	
ATLANTA GA DOCKET CONTROL OFFICE		08/10/2010	BOPRAE	MCRAE CORRECTIONAL FACILITY CCA	YES	3		ERO Criminal A ien Program			UNITED STATES	
ATLANTA GA DOCKET CONTROL OFFICE		10/25/2010	GADCATL	GEORGIA DEPT OF CORRECTIO	YES	1		ERO Criminal A ien Program			UNITED STATES	
ATLANTA GA DOCKET CONTROL OFFICE		11/16/2010	GADCATL	GEORGIA DEPT OF CORRECTIO	YES	1	OPERATION SOAR	ERO Criminal A ien Program			UNITED STATES	
ATLANTA GA DOCKET CONTROL OFFICE		11/26/2010	GADCATL	GEORGIA DEPT OF CORRECTIO	YES	1		ERO Criminal A ien Program			UNITED STATES	
ATLANTA GA DOCKET CONTROL OFFICE		12/21/2010	GADCATL	GEORGIA DEPT OF CORRECTIO	YES	1 2		ERO Criminal Alien Program			UNITED STATES	
ATLANTA GA DOCKET CONTROL OFFICE		01/21/2011	CHEROGA	CHEROKEE CO JAIL GA	YES	3	Secure Community	ERO Criminal Alien Program			UNITED STATES	
ATLANTA GA DOCKET CONTROL OFFICE	(b)(6), (b)(7)c, (b)(7)e	02/25/2011	GADCATL	GEORGIA DEPT OF CORRECTIO	YES	1 2 3		ERO Criminal Alien Program	(b)(6), (b)(7)c		UNITED STATES	(b)(6), (b)(7)c
DRO - Savannah GA Sub-Office		05/31/2011	TOMBSGA	TOOMBS COUNTY SHERIFF	YES	1		ERO Criminal Alien Program			UNITED STATES	
ATLANTA GA DOCKET CONTROL OFFICE		10/13/2011	GADCATL	GEORGIA DEPT OF CORRECTIO	YES	1		ERO Criminal Alien Program			UNITED STATES	
ATLANTA GA DOCKET CONTROL OFFICE		11/18/2011	GADCATL	GEORGIA DEPT OF CORRECTIO	YES			ERO Criminal Alien Program			UNITED STATES	
DRO - Gainesville GA Sub Office		12/12/2011	HALLCGA	HALL COUNTY JAIL	YES		YTD-287(G)	287G Program			UNITED STATES	
DRO - Charlotte NC Sub-Office		12/30/2011	NCDOORA	N.C. DEPT OF CORRECTIONS	YES	1		ERO Criminal Alien Program			UNITED STATES	
ATLANTA GA DOCKET CONTROL OFFICE		01/04/2012	CHEROGA	CHEROKEE CO JAIL GA	YES	2	Secure Community	ERO Criminal Alien Program			UNITED STATES	

Thank you.

(b)(6), (b)(7)c
(b)(6), (b)(7)c
Atlanta Field Office
(b)(6), (b)(7)c
(b)(6), (b)(7)c

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(b)(6), (b)(7)c
Date: 1/10/2012 12:32 PM
To: (b)(6), (b)(7)d
Cc: (b)(6), (b)(7)d
Subject: ACTIVE DETAINERS ON POSSIBLE USCS
Importance: High

Good afternoon Ms. Skinner

I am sending this on behalf of (b)(6), (b)(7)c

There is a list of detainees that were discovered that may have been placed on possible USCS. At your earliest convenience HQ Field Operations respectfully requests that these cases on the attachment be reviewed to determine if these subjects are USCS. Thank you in advance for your immediate attention on this matter.
(b)(6), (b)(7)c

Thank you

(b)(6), (b)(7)c
(b)(6), (b)(7)c
Desk Officer (TDF)
Field Operations - East
DHS/CE/ERO
500 12th Street SW, Suite 2007
Washington, D.C. 20536
Office: (b)(6), (b)(7)c
Fax: (b)(6), (b)(7)c
Cell: (b)(6), (b)(7)c

EARM View Supporting Information - Windows Internet Explorer provided by ICE-DHS-SIG(v8.0-ICE01)

(b)(6), (b)(7)c

ga dept of corrections inmates

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(b)(6), (b)(7)c, (b)(7)e

EARM Supporting Info - Detainers - Windows Internet Explorer provided by ICE-DHS-SIG(v8.0-ICE01)

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ga dept of corrections inmates

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(b)(6), (b)(7)c, (b)(7)e



ENFORCE Removals
EARM

Home › Supporting Info › Detainers › Edit Detainer

(b)(6), (b)(7)c, (b)(7)e

From: (b)(6), (b)(7)c
To: (b)(6), (b)(7)c
Cc:
Subject: PDI union/management discussion, re: CAP size at Stewart
Date: Thursday, September 22, 2011 7:12:52 PM
Attachments: [oledata.mso](#)
[9A SDC CAP new program.pdf](#)
Importance: High

(b)(6), (b)(7)c & Co. (b)(6), (b)(7)c as discussed locally that we are probably going to add a (b)(7)c EA to the CAP program, at least for the time being, due to the growth in workload there. Please let us know of any concerns. I've attached the original 9A that discussed implementing the CAP unit at Stewart for reference.

(b)(6), (b)(7)c
Deputy Field Office Director
(N. Carolina, S. Carolina, Stewart Detention Center)
Atlanta Field Office
Enforcement and Removal Operations
U. S. Immigration and Customs Enforcement
Department of Homeland Security
Office: (404) 893 (b)(6), (b)(7)c

Atlanta Field Office

U.S. Department of Homeland Security
180 Spring St. SW
Atlanta, Georgia 30303



**U.S. Immigration
and Customs
Enforcement**

March 17, 2010

(b)(6), (b)(7)c

Vice President AFGE, Local I-527-ICE
180 Spring Street, SW
Atlanta, GA 30303

Mr. (b)(6), (b)(7)c

In accordance with Article 9(A) of our Negotiated Agreement, please be advised that it is the intention of Immigration and Customs Enforcement, Detention and Removal Operations, Atlanta Field Office to implement a Criminal Alien Program at the Stewart Detention Center, Lumpkin, Georgia.

Effective immediately the Stewart Detention Center Criminal Alien Program (SDCCAP) Area of Responsibility (AOR) will cover the south west region of Georgia. This will consist of Muscogee County, east to Houston County, then south to Lowndes County and west to the state line, Seminole County. These AOR will be outlined on the AOR map for Georgia.

SDCCAP will consist of (b)(7)e Immigration Enforcement Agents (IEA) that would each be responsible for a quadrant of the SDCCAP AOR. Thus far (b)(7)e IEA's have selected; the (b)(7)e will be selected in the next two weeks.

(b)(7)e

to handle prosecution cases and to assist the IEA's with case work.

The SDCCAP will follow policies and procedures as outlined in the Criminal Alien Program, Atlanta field Office, Operational Guide July 2007.

SDCCAP will prioritize conducting interviews telephonically.

IEA and DO rotation will be on a yearly basis. All replacement personnel will be selected on a volunteer basis with selections made base on seniority agreeable with the Union.

Sincerely,

Felicia S. Skinner
Field Office Director

Stewart Detention Center Criminal Alien Program (SDCCAP)

SDCCAP Area of Responsibility (AOR) covers the southwestern region of Georgia. This consists of Harris County east to Twiggs County, then all counties south for a total of 45 counties. These AORs are outlined on the AOR map for Georgia.

SDCCAP regions are covered by (b)(7) Immigration Enforcement Agents (IEA) and (b)(7)e Deportation Officer (DO) who are assigned to the Stewart Detention Center (SDC). SDCCAP has established contacts and liaisons that have resulted in the apprehension of criminal and fugitive aliens that pose a threat to the community.

Oversight for SDCCAP is conducted by (b)(7) Supervisory Detention and Deportation Officer (SDDO) who is assigned to SDC.

The SDCCAP follows policies and procedures as outlined in the Criminal Alien Program, Atlanta Field Office Operational Guide July 2007. SDCCAP prioritizes conducting interviews telephonically.

SDCCAP has the responsibility for the McRae Federal Correctional Institution in McRae, GA, a Federal Immigration release sites. McRae is an active and successful Institution Removal Program site.

November, 2011 stats:

SDCCAP apprehended 124 subjects to be placed in Immigration proceedings, and located and arrested 4 fugitive aliens.

From: (b)(6), (b)(7)c
To:
Subject: November CAP Stats
Date: Tuesday, December 13, 2011 1:55:20 PM
Attachments: [November report.doc](#)

From: (b)(6), (b)(7)c
To:
Subject: FW: Threats Against the Community Tasking: Identification of Best Practices
Date: Tuesday, April 12, 2011 9:09:40 PM
Importance: High

For those of you who weren't aware, I was tdy at the HQ ERO Criminal Alien Division for the past 90 days, and am very glad to be home. The outstanding work being done in Atlanta seemed to get noticed at HQ on a regular basis, and rightfully so. Many of you have overcome significant discouragement in terms of both personal and on-the-job issues over the past couple of years, yet you keep on plugging away, knowing that the work you are doing is important to your communities and to our country.

With Ms. Skinner's current thirty-day tdy to HQ as the ERO "Ombudsperson," I am currently acting FOD for the Atlanta Field Office. I wanted to take a moment to bring your attention to the tasking in the e-mail, below. This tasking represents an opportunity for anyone with a suggestion in regard to "maximizing ERO's ability to identify, arrest, and process criminal aliens for removal from the United States" to send your comments forward for consideration for nationwide implementation. Although the focus is on procedures that have already been put into practice and proven successful, suggestions on untested approaches may also be considered for submission.

This is a very high priority for our new ERO Executive Associate Director, Gary Mead, and this is a great opportunity to bring some of your ideas to his attention. He has expressed a desire to do everything he can to ensure that no criminal removable alien slips through a crack in our system and ends up back in our communities continuing to engage in criminal activity.

When ERO took over the Criminal Alien Program (CAP) from HSI (then OI) a few years ago, the methodologies in place for receiving notifications from local jails of potentially removable aliens were far different from what we have in place today. We typically relied on jail personnel to call or fax us with cases they thought might meet our processing criteria. Some jails called frequently; others rarely called. Our ability to respond to the calls we did receive was limited due to lack of personnel, lack of transportation and other resources, and so forth.

With the advent of Secure Communities/Interoperability, and with other initiatives that have resulted in the submission of increased numbers of electronic "IAQs" (Immigration Alien Queries), we have a much different process for receiving information from local jails. We have sometimes been inundated by the number of requests we have received, but we have eventually been able to streamline our processes such that we are now responding to a much higher percentage of referrals than we previously were able to handle.

Much of our ability to respond so much more effectively and efficiently is due to the innovations that many of you have come up with over the years in terms of receiving information from the local jails, running record checks, doing interviews, placing detainers, arranging pick ups of aliens from the jails when ready for release, processing the aliens for removal proceedings, and moving them more efficiently through the case-management and removal-coordination processes.

I know with the workload you already face each day the thought of writing up something additional can be easily brushed to the side and forgotten. But I ask that each of you take a few minutes to put a short description of practices that you have implemented (or ideas you have that should be implemented) into an e-mail (they don't have to be perfect or formal) and forward them through your supervisor to (b)(7)e for consideration in response to the e-mail below.

This will not only enable the rest of our ERO offices around the country to benefit from your innovations, but will also assist us here in Atlanta to have better visibility into how our processes are working, and of the ideas that are being implemented in one part of our AOR that could benefit other locations within our AOR.

Thanks for taking the time to consider this, and thanks in advance for jotting down a few ideas for submission.

(b)(6), (b)(7)c

(b)(6), (b)(7)c
Acting Field Office Director
Atlanta Field Office (GA, NC & SC)
Enforcement and Removal Operations
U. S. Immigration and Customs Enforcement
Department of Homeland Security
Office: (404) 893 (b)(6), (b)(7)c

From: (b)(6), (b)(7)c
Sent: Tuesday, April 12, 2011 3:37 PM

To: (b)(6), (b)(7)c (b)(6), (b)(7)c (b)(6), (b)(7)c

Cc: Taskings' ATL-ERO-

Subject: Threats Against the Community Tasking: Identification of Best Practices
Importance: High

AFODs & SDDOs (especially CAP),

Please see the below tasking regarding *Threats Against the Community: Identifying Best Practices*. Please submit any best practices you have to the (b)(7)e mailbox no later than COB on **April 19, 2011**. All submissions will be vetted through the FOD for approval. Thanks.

Requested Action:

- FODs are encouraged to reach out to their subordinate managers, supervisors, agents, officers and support personnel to identify current best practices that have been implemented in their field offices relative to maximizing ERO's ability to identify, arrest, and process criminal aliens for removal from the United States. If your office is able to identify best practices, you are asked to submit them in response to this tasking. Each best practice example should be limited to one page. Please include in the description any particular challenges the best practice was designed to address, in addition to why the best practice has proven to be more successful than other strategies employed in addressing those challenges. Please include a point of contact (POC) for each example. The POC should be the originator of the idea.
- One example of a best practice might include a description of a system your field office has implemented to maximize use of Immigration Alien Responses (IARs) in jails where Secure Communities has been deployed, to enable your agents and officers to more timely place detainers on removable aliens – thereby reducing the likelihood of an alien being released prior to a detainer being placed. Another example might involve a process your office has devised to ensure that a local jail that

has not yet activated Secure Communities promptly notifies ERO personnel that a foreign-born individual has been booked into the jail on criminal charges.

- Based upon the outstanding productivity being experienced in many of our field offices, there are highly effective strategies that have been devised which can be implemented in similar circumstances at other field offices. Please take this opportunity to multiply the impact of your field office's ingenuity by passing your strategies on to your colleagues.

(b)(6), (b)(7) SDDO
ERO Taskings & Policy / Detention Standards / Firearms & Training
Environmental Health & Safety / Congressional & Public Affairs
Atlanta DHS / ICE / ERO

From: ERO Taskings

Sent: Tuesday, April 12, 2011 2:18 PM

Subject: Threats Against the Community Tasking: Identification of Best Practices

The following message is being sent on behalf of Gregory J. Archambeault, Assistant Director for Enforcement and approved by David J. Venturella, Assistant Director for Field Operations:

To: Field Office Directors, Deputy Field Office Directors and Assistant Field Office Directors

Subject: Threats Against the Community Tasking: Identification of Best Practices

This is the first in a series of requests pursuant to Executive Associate Director Gary Mead's announcement of the ERO Threats Against the Community (TAC) initiative. As outlined by EAD Mead, the specific purpose of the TAC is to identify and close any potential gaps in ERO's processes of ensuring that every removable alien who poses a threat to the safety of our communities is identified, arrested, processed for removal, detained as necessary, and removed from the United States.

As Secure Communities interoperability expands to an increasing number of jurisdictions, more and more removable criminal aliens are being brought to ERO's attention. The increase is a challenge to field offices who have had to adapt its resources to ensure appropriate coverage. HQCAP and HQNFOP will be compiling a description of the best practices being used by field offices for consideration and implementing throughout ERO.

Recently, FOD Ombudsman Ken Landgrebe asked FODs for similar submissions regarding best practices from their respective field offices. These submissions provided valuable ideas regarding detention and removal management practices. As the Threats against the Community (TAC) initiative is focused on identifying and removing every alien that poses a threat to public safety, please focus your submissions on practices that have proven to work well in regards to the identification and processing of criminal aliens in your AORs.

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Requested Action:

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FODs are encouraged to reach out to their subordinate managers, supervisors, agents, officers and support personnel to identify current best practices that have been implemented in their

field offices relative to maximizing ERO's ability to identify, arrest, and process criminal aliens for removal from the United States. If your office is able to identify best practices, you are asked to submit them in response to this tasking. Each best practice example should be limited to one page. Please include in the description any particular challenges the best practice was designed to address, in addition to why the best practice has proven to be more successful than other strategies employed in addressing those challenges. Please include a point of contact (POC) for each example. The POC should be the originator of the idea.

One example of a best practice might include a description of a system your field office has implemented to maximize use of Immigration Alien Responses (IARs) in jails where Secure Communities has been deployed, to enable your agents and officers to more timely place detainees on removable aliens – thereby reducing the likelihood of an alien being released prior to a detainer being placed. Another example might involve a process your office has devised to ensure that a local jail that has not yet activated Secure Communities promptly notifies ERO personnel that a foreign-born individual has been booked into the jail on criminal charges.

Based upon the outstanding productivity being experienced in many of our field offices, there are highly effective strategies that have been devised which can be implemented in similar circumstances at other field offices. Please take this opportunity to multiply the impact of your field office's ingenuity by passing your strategies on to your colleagues.

Best practices should be submitted to the (b)(6), (b)(7)c mailbox no later than close of business, Wednesday, April 20, 2011.

For any questions related to this task, please contact either acting CAP Chief (b)(6), (b)(7)c at (b)(6), (b)(7)c or (202) 732-(b)(6), (b)(7)c or NFOP Chief (b)(6), (b)(7)c at (b)(6), (b)(7)c or (202) 732-(b)(6), (b)(7)c

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