

FACT SHEET

The ICE 287(g) Program: A Law Enforcement Partnership

U.S. Immigration and Customs Enforcement (ICE), the largest investigative agency in the Department of Homeland Security (DHS), is responsible for enforcing federal immigration laws as part of its homeland security mission. ICE works closely with federal, state and local law enforcement partners in this mission.

The 287(g) Program, one of ICE's top partnership initiatives, allows state and local law enforcement entities to enter into a partnership with ICE, under a joint Memorandum of Agreement (MOA), in order to receive delegated authority for immigration enforcement within their jurisdictions. The 287(g) Program has emerged as one of the agency's most successful and popular partnership initiatives as more state and local leaders have come to understand how a shared approach to immigration enforcement can benefit their communities.

ICE ACCESS: A Partnership Approach

The 287(g) Program is one component under the ICE ACCESS (Agreements of Cooperation in Communities to Enhance Safety and Security) program umbrella of services, which provides local law enforcement agencies an opportunity to team with ICE to combat specific challenges in their communities. ICE developed the ACCESS program in response to widespread interest from local law enforcement agencies who have requested ICE assistance through the 287(g) Program, which trains local officers to enforce immigration law as authorized under section 287(g) of the Immigration and Nationality Act.

Terrorism and criminal activity are most effectively combated through a multi-agency/multi-authority approach that encompasses federal, state and local resources, skills and expertise. State and local law enforcement play a critical role in protecting our homeland because they are often the first responders when there is an incident or attack against the United States. During the course of daily duties, they often encounter foreign-born criminals and immigration violators who may pose a threat to national security or public safety.

History of 287(g)

The Illegal Immigration Reform and Immigrant Responsibility Act of 1996 added Section 287(g), performance of immigration officer functions by state officers and employees, to the Immigration and Nationality Act. This authorizes DHS to enter into agreements with state and local law enforcement agencies, permitting designated officers to perform immigration law enforcement functions, provided those officers receive appropriate training and function under the supervision of ICE officers.

State and local officers, detectives, investigators and correctional officers work in conjunction with ICE. The purpose of this collaboration is to identify and process for removal criminal aliens who pose a threat to public safety or are a danger to the community. In addition, participating entities are eligible for increased resources and support in more remote geographical locations.

Memorandum of Agreement (MOA)

Memoranda of agreement are written so that the use of 287(g) authority is aligned with ICE priorities. An MOA defines the scope and limitations of the authority to be designated. It also establishes the supervisory structure for the officers working under the cross-designation and prescribes the agreed upon complaint process governing officer conduct during the life of the MOA. Under the statute, ICE will supervise all cross-designated officers when they exercise their immigration authorities. The agreement must be signed by the ICE Assistant Secretary, and the governor, a senior political entity, or the head of the local agency before trained local officers are authorized to enforce immigration law.

Law Enforcement Agency Requirements for 287(g) Partnership

- Agencies must enter into a Memorandum of Agreement (MOA)
- Supervising political entity approval
- Sufficient criminal activity involving removable foreign born individuals
- The program must enhance the safety and security of communities focusing on the removal of criminal aliens who pose a threat to public safety or a danger to the community
- Agencies must provide office space for ICE supervisor
- Officers must attend a four-week training program

Additional Evaluation Factors

- Agency's proximity to ICE office
- Number of alien encounters per month
- Types of Encounters (Level 1, 2, and 3)
 - Level 1 – Aliens who have been convicted of or arrested for major drug offenses and/or violent offenses such as murder, manslaughter, rape, robbery and kidnapping;
 - Level 2 – Aliens who have been convicted of or arrested for minor drug offenses and/or mainly property offenses such as burglary, larceny, fraud and money laundering; and

- Level 3 – Aliens who have been convicted of or arrested for other offenses.
- Number of officers to be trained
- Approved ICE detention space available
- Other [ICE ACCESS](#) programs or opportunities in area

Officer Selection Requirements

Participating officers in the 287(g) Program must meet the following minimum requirements:

- U.S. citizenship;
- Current background investigation completed;
- Task Force Officers must have a minimum one year experience in law enforcement that includes experience in interviewing witnesses, interrogating subjects, providing constitutional rights warnings, obtaining statements, and executing search and seizure warrants;
- Jail Enforcement Officers must have experience supervising incarcerated individuals; and
- No disciplinary actions pending.

Training Requirements

ICE offers a four-week training program conducted by certified instructors at the Federal Law Enforcement Training Center (FLETC) ICE Academy (ICEA) in Charleston, S.C.

287(g) Results and Participating Entities

Since January 2006, the 287(g) Program is credited with identifying more than 110,000 individuals, mostly in jails, who are suspected of being in the country in violation of immigration law. More than 980 officers have been trained and certified through the program under 66 active MOAs, as follows:

State	MOA Name	Type	Signed
AL	AL State Police	TFO	9/10/2003
AL	Etowah County Sheriff's Office	JEO	7/8/2008
AR	Benton County Sheriff's Office	JEO/TFO	9/26/2007
AR	City of Springdale Police Department	TFO	9/26/2007
AR	Rogers Police Department	TFO	9/25/2007
AR	Washington County Sheriff's Office AR	JEO/TFO	9/26/2007
AZ	AZ Department of Corrections	JEO	9/16/2005
AZ	AZ Department of Public Safety	TFO	4/15/2007
AZ	City of Phoenix Police Department	TFO	3/10/2008
AZ	Maricopa County Sheriff's Office	JEO/TFO	2/7/2007
AZ	Pima County Sheriff's Office	JEO/TFO	3/10/2008
AZ	Pinal County Sheriff's Office	JEO/TFO	3/10/2008
AZ	Yavapai County Sheriff's Office	JEO/TFO	3/10/2008
CA	Los Angeles County Sheriff's Office	JEO	2/1/2005

CA	Orange County Sheriff's Office	JEO	11/2/2006
CA	Riverside County Sheriff's Office	JEO	4/28/2006
CA	San Bernardino County Sheriff's Office	JEO	10/19/2005
CO	CO Department of Public Safety	TFO	3/29/2007
CO	El Paso County Sheriff's Office	JEO	5/17/2007
FL	Bay County Sheriff's Office	TFO	6/15/2008
FL	Brevard County Sheriff's Office	JEO	8/13/2008
FL	Collier County Sheriff's Office	JEO/TFO	8/6/2007
FL	FL Department of Law Enforcement	TFO	7/2/2002
FL	Jacksonville Sheriff's Office	JEO	7/8/2008
FL	Manatee County Sheriff's Office	JEO	7/8/2008
GA	Cobb County Sheriff's Office	JEO	2/13/2007
GA	GA Department of Public Safety	TFO	7/27/2007
GA	Hall County Sheriff's Office	JEO/TFO	2/29/2008
GA	Whitfield County Sheriff's Office	JEO	2/4/2008
MA	Framingham Police Department	TFO	8/14/2007
MA	MA Department of Corrections	JEO	3/26/2007
MD	Frederick County Sheriff's Office	JEO/TFO	2/6/2008
MN	MN Department of Public Safety	TFO	9/22/2008
MO	MO State Highway Patrol	TFO	6/25/2008
NC	Alamance County Sheriff's Office	JEO	1/10/2007
NC	Cabarrus County Sheriff's Office	JEO	8/2/2007
NC	Cumberland County Sheriff's Office	JEO	6/25/2008
NC	Durham Police Department	TFO	2/1/2008
NC	Gaston County Sheriff's Office	JEO	2/22/2007
NC	Henderson County Sheriff's Office	JEO	6/25/2008
NC	Mecklenburg County Sheriff's Office	JEO	2/27/2006
NC	Wake County Sheriff's Office	JEO	6/25/2008
NH	Hudson City Police Department	TFO	5/5/2007
NJ	Hudson County Department of Corrections	JEO	8/11/2008
NM	NM Department of Corrections	JEO	9/17/2007
NV	Las Vegas Metropolitan Police Department	JEO	9/8/2008
OH	Butler County Sheriff's Office	JEO/TFO	2/5/2008
OK	Tulsa County Sheriff's Office	JEO/TFO	8/6/2007
SC	Beaufort County Sheriff's Office	TFO	6/25/2008
SC	York County Sheriff's Office	JEO	10/16/2007
TN	Davidson County Sheriff's Office	JEO	2/21/2007
TN	TN Department of Safety	TFO	6/25/2008
TX	Carrollton Police Department	JEO	8/12/2008
TX	Farmers Branch Police Dept.	TFO	7/8/2008
TX	Harris County Sheriff's Office	JEO	7/20/2008
UT	Washington County Sheriff's Office	JEO	9/22/2008

UT	Weber County Sheriff's Office	JEO	9/22/2008
VA	City of Manassas Police Department	TFO	3/5/2008
VA	Herndon Police Department	TFO	3/21/2007
VA	Loudoun County Sheriff's Office	TFO	6/25/2008
VA	Manassas Park Police Department	TFO	3/10/2008
VA	Prince William County Police Department	TFO	2/26/2008
VA	Prince William County Sheriff's Office	TFO	2/26/2008
VA	Prince William-Manassas Adult Detention Center	JEO	7/9/2007
VA	Rockingham County Sheriff's Office	JEO/TFO	4/25/2007
VA	Shenandoah County Sheriff's Office	TFO	5/10/2007

JEO = Jail Enforcement Officers
TFO = Task Force Officers

ICE

U.S. Immigration and Customs Enforcement was established in March 2003 as the largest investigative arm of the Department of Homeland Security. ICE is comprised of five integrated divisions that form a 21st century law enforcement agency with broad responsibilities for a number of key homeland security priorities.

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From: (b)(6), (b)(7)c
Sent: Thursday, January 07, 2010 4:03 PM
To: (b)(6), (b)(7)c
Subject: 2009 SCAAP
Attachments: 2009_SCAAP_Guidelines.pdf; FY2009SCAAP_Inmate_Data_Elements.pdf

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

Acting Deputy Field Office Director
El Paso, TX
915-225-(b)(6), (b)(7)c office
915-225-1943 fax
915-487-(b)(6), (b)(7)c cell

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

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BUREAU OF JUSTICE ASSISTANCE
STATE CRIMINAL ALIEN ASSISTANCE PROGRAM (SCAAP)

NEW: Use of SCAAP Awards

The Department of Justice Reauthorization Act of 2005 (Pub. L. 109-162, Title XI) included the following requirement regarding the use of SCAAP funds: "Amounts appropriated pursuant to the authorization of appropriations in paragraph (5) that are distributed to a State or political subdivision of a State, including a municipality, may be used only for correctional purposes." Beginning with FY 2007 SCAAP awards, SCAAP funds must be used for correctional purposes only. Jurisdictions receiving SCAAP awards will be asked to report the projected use of these funds at the time the award is accepted.

PART I: SCAAP Guidelines

SCAAP Overview

The Bureau of Justice Assistance (BJA), Office of Justice Programs, U.S. Department of Justice, administers SCAAP, in conjunction with the U.S. Department of Homeland Security (DHS). SCAAP provides federal payments to states and localities that incurred correctional officer salary costs for incarcerating undocumented criminal aliens who have at least one felony or two misdemeanor convictions for violations of state or local law, and who are incarcerated for at least 4 consecutive days during the reporting period.

SCAAP Legislative Authority

SCAAP is governed by Section 241(i) of the Immigration and Nationality Act, 8 U.S.C. § 1231(i), as amended, and Title II, Subtitle C, Section 20301, Violent Crime Control and Law Enforcement Act of 1994, Pub. L. 103-322. In general terms, if a chief executive officer of a state or a political subdivision exercises authority over the incarceration of undocumented criminal aliens and submits a written request to the U.S. Attorney General, the Attorney General may provide compensation to that jurisdiction for those incarceration costs. SCAAP is subject to additional terms and conditions of yearly congressional appropriations.

Eligible Applicants

States and local units of government that have authority over correctional facilities that incarcerate or detain undocumented criminal aliens for a minimum of 4 consecutive days are eligible to apply for SCAAP funds. States and local units of general government include the 50 state governments, the District of Columbia, Guam, Puerto Rico, the U.S. Virgin Islands, and the more than 3,000 counties and cities with correctional facilities.

Regional jails, special jail districts, or regional jail authorities and boards do not qualify as political subdivisions of a state for purposes of SCAAP, and therefore are not eligible to directly apply for SCAAP funds. Each unit of government that houses inmates at a regional facility must apply independently for SCAAP funds, based on its own costs of housing its undocumented aliens in the regional facility. Regional facilities may not submit SCAAP applications on behalf of jurisdictions in its service area, nor may a regional facility submit one application for all participating jurisdictions, using one jurisdiction's name as the recipient.

Authorized Officials

SCAAP payments must go directly to eligible states and localities. Authorized jurisdiction employees for SCAAP purposes must be listed as either the Authorized Representative or Alternate Contact in the GMS User Profile. The chief executive officer (CEO) of an eligible jurisdiction may apply directly or delegate authority to another jurisdiction official. The CEO is generally considered the highest ranking elected or appointed official of a unit of government.

Minimum Period of Incarceration

Only eligible persons who were incarcerated for 4 or more consecutive days between July 1, 2007 and June 30, 2008 may be included in the FY 2009 SCAAP application.

Multi-Jurisdictional Issues

- Eligible inmates housed in the applicant's facility exclusively on behalf of another jurisdiction may only be

reported by the sending jurisdiction, regardless of whether the applicant received reimbursement for related incarceration costs.

- Unless otherwise covered by a cost reimbursement agreement, inmates who are ready for release once qualifying charges or convictions are concluded, and who are temporarily held in the applicant facility on the basis of outstanding warrants or detainers from other jurisdictions, including federal law enforcement agencies, are SCAAP eligible. The applicant jurisdiction may claim the total number of days the inmate was in custody, including the days the inmate was held on the detainers or outstanding warrants.
- Detention or incarceration days attributable to otherwise qualifying inmates held on federal charges, convictions, or detainers and covered by cost reimbursement agreements are not SCAAP eligible.
- Juveniles adjudicated delinquent, regardless of the charges or length of custody, are not SCAAP eligible. Only juvenile offenders who are convicted as adults and who meet the qualifying SCAAP criteria may be eligible.

Eligible Inmates

Applicants may submit records of inmates in their custody during the reporting period who:

- Were born outside the United States or one of its territories and had no reported or documented claim to U.S. citizenship.
- Were in the applicant’s custody for 4 or more consecutive days during the reporting period.
- Were convicted of a felony or second misdemeanor for violations of state or local law.
- Were identified and reported as undocumented, using due diligence.

The U.S. Department of Homeland Security will make the final determination on the status of submitted inmate records for undocumented alien purposes. Inmates may qualify for SCAAP purposes if they were:

- Persons who entered the U.S. without inspection or at any time or place other than as designated by the Attorney General.
- Persons in deportation or exclusion proceedings at the time they were taken into custody.
- Non-immigrants who failed to maintain their non-immigrant status at the time they were taken into custody.
- Certain Mariel Cubans who otherwise meet these requirements.

Total All Inmate Days

The “total all inmate days” is the cumulative number of incarceration or detention days attributable to *all* inmates housed in the jurisdiction’s facilities during the reporting period. It includes all inmates, regardless of their status, citizenship, disposition, or length of stay, including inmates held at contract facilities. A jurisdiction can use the sum of all nightly, facility head counts for the 365 days in the reporting period.

EXAMPLE	TOTAL DAYS
A jurisdiction detained or incarcerated 400 inmates during the current reporting cycle. Each inmate was held for exactly 7 days.	2,800 (400 inmates x 7 days)

Criminal Charges and Convictions

To be eligible for reporting, inmates must have been convicted of a felony or second misdemeanor for violations of state or local law, and housed in the applicant's state or local correctional facility for 4 or more consecutive days during the reporting period. All pretrial and post conviction time served from July 1, 2007 through June 30, 2008 may be reported to BJA.

EXAMPLES	REPORTABLE DAYS
An alien was convicted of a felony during the reporting period and spent 20 days in pretrial detention and 60 additional days from the conviction. All 80 days occurred during the reporting period.	80
An alien was convicted of a felony during the reporting period and spent 20 days in pretrial detention and 60 additional days from the conviction. The 20 pretrial detention days and 40 of the sentenced days occurred in the reporting period; the remaining 20 days were served after June 30, 2008.	60
An alien was convicted of a felony several years ago and is being held in pretrial detention on new charges. As this alien already qualifies based on the prior felony conviction, once he meets the minimum of 4 consecutive days in custody during the reporting period, the pretrial days may be reported to BJA, regardless of the outcome of the pending charges.	<i>As calculated</i>
An alien was convicted of a second misdemeanor and served 3 consecutive days as of June 30, 2007, and 20 additional days after June 30, 2008. This inmate cannot be reported for FY 2009, but will qualify for FY 2010. <i>NOTE: The first 3 days of the sentence are not reportable, regardless of what occurs with this inmate in the future.</i>	0

Required Inmate Data Format

The [detailed inmate file](#) reflects the jurisdiction's good faith and due diligence efforts to identify and list undocumented criminal aliens housed in its correctional facilities. Required inmate data elements include the A-Number, if known; last, middle, and first names; date of birth; unique inmate number assigned by the applicant jurisdiction; foreign country of birth; date taken into custody; date released from custody; and the Federal Bureau of Investigation (FBI) number, if known.

For inmates with aliases or multiple periods of incarceration: Creating a separate and distinct inmate record for each qualifying period of incarceration may include eligible inmates incarcerated more than once during the reporting period. Similarly, inmates with known aliases may be reported by creating a separate and distinct inmate record for each name. The same unique inmate identification number must be used for all records associated with a single inmate, regardless of the name under which the inmate was incarcerated. Applications submitted without complete facility data and inmate records will not be considered for SCAAP funding.

Country of Birth Codes

Generally, a person born in the U.S. or a U.S. territory is a U.S. citizen and should not be reported. Any submitted inmate record that includes a country code not on the official [ICE country codes list](#) will be rejected. Any record with an official country code that does not specifically represent a foreign country (unknown) will only be considered in the award calculation if determined the inmate is undocumented or otherwise qualifies. If the country provided by the inmate is not on the official list, select a country with a close geographic proximity to the one named by the inmate.

Alternatives to Traditional Incarceration

Inmates are not eligible if they served their incarceration incrementally, such as through weekend incarcerations that enabled them to maintain employment. Qualifying periods of incarceration must occur consecutively over the course of 4 or more days.

Parole and Probation Violators

Eligible inmates on parole or probation from qualifying convictions who are subsequently returned to the

custody of a state or local correctional facility may be eligible.

Correctional Officers

Correctional officers include employees, officers, and contractual staff whose primary responsibility is the control, custody, or supervision of persons detained and incarcerated, including correctional officers, deputy sheriffs, correctional/jail supervisors, shift commanders, chiefs of security, assistant wardens, and wardens. Transportation officers and others providing control, custody, or supervision of inmates who are temporarily outside the maintaining facility are also eligible. Employees, officers, and contractual staff whose primary responsibility is providing noncustody services to the facility or its inmate population are not SCAAP eligible, including office and secretarial support, administrative, housekeeping, maintenance, food, health, education, training, vocational, counseling, and medical staff. Staff who function independently or outside the correctional facility, including parole and probation agents, hearing officers, court commissioners, judicial, prosecutorial, and public defenders, warrant and apprehension units, and others are not eligible.

Correctional Officer Salary Calculation

Salary information reported in the SCAAP application must reflect the total salaries and wages paid to full- and part-time correctional officers and others who meet the SCAAP definition. The reported sum should total the jurisdiction's actual salary expenditures for the reporting period, not an estimate or average. Correctional officer salary costs may include premium pay for specialized service, shift differential pay, and fixed-pay increases for time in service. It may also include overtime required by negotiated contract, statute, or regulation such as union agreements, contractual obligations, and required post staffing minimums.

Per Diem Costs

Per diem cost is calculated by the SCAAP system, dividing the jurisdiction's "total all inmate days" into the "total correctional officer salary costs." During the FY 2007 reporting period, jurisdictions reported an average per diem cost of \$30.30. BJA may require documentation to validate per diem costs or impose limits on the costs.

SCAAP Award Calculation

Once SCAAP data has been validated and analyzed, applicants will receive e-mail notification that awards are ready for online acceptance and drawdown. Formal acceptance of an award via GMS is necessary for the electronic transfer of funds into the applicant's bank account of record. Applicants have 45 calendar days to accept awards through GMS once notice is provided. SCAAP payments must go to the jurisdictions' general fund.

Payment Formula

The following provides an overview of the method used to calculate SCAAP payments

1. Using financial data from applicants, a per diem rate is calculated for each jurisdiction. For FY 2007, the average per diem rate was \$30.30 per inmate.
2. Inmate data is provided to the U.S. Department of Homeland Security to validate inmate data for eligible, unknown, and invalid records.
3. Each jurisdiction's total eligible inmate days and a percentage of the unknown days are totaled then multiplied by the applicant's per diem rate to derive the total correctional officer salary costs for eligible and unknown inmate days. The percentage used for unknown days is determined by a sliding scale: cities 60 percent; states 65 percent; and counties 80 percent of their total unknown inmate days.
4. The value of each applicant's correctional officer salary costs associated with its eligible and credited unknown inmate days are totaled. This total value reflects the maximum amount for SCAAP reimbursement. A percentage factor is used to reflect the relationship between the maximum reimbursable salary costs and the appropriation. For FY 2007, this factor was approximately 41.98 percent.

Variances

A variance will exist between the total salary costs reported by a jurisdiction and the final SCAAP payment amount, due to adjustments for unknown, ineligible, or invalid inmate records and the annual appropriation. Both the SCAAP system and BJA check for variances from prior year submissions for correctional officer staffing and salary levels, total bed count, and number of total inmate days.

PART II: Applying for FY 2009 SCAAP Funds

FY 2009 Reporting Period

The FY 2009 SCAAP reporting period is from July 1, 2007 through June 30, 2008.

FY 2009 Registration and Application Deadlines

Applications will be accepted through the online Grants Management System (GMS) beginning April 6, 2008, and ending at 5:00 p.m. e.t. on May 12, 2008.

GMS Application Process

The SCAAP Catalog of Federal Domestic Assistance (CFDA) number is 16.606.

For questions or concerns at any point in the GMS process, call the SCAAP Help Desk at 1-202-353-4411.

1. Access GMS at <https://grants.ojp.usdoj.gov>.
2. If you already have a GMS user ID, proceed to the GMS sign in. Even if your organization already has a user ID, you will not be considered registered for the solicitation until you have signed on to GMS and entered the appropriate solicitation.
3. If you do not have a GMS user ID, select "New User? Register Here." After you have completed all of the required information, click "Create Account" at the bottom of the page and to note your user ID and password, which are case sensitive. Within a few days, BJA will send an e-mail confirmation to newly registered applicants that their user ID and password have been approved and they are eligible to submit an application.
4. Beginning October 1, 2003, a Dun and Bradstreet (D&B) Data Universal Numbering System (DUNS) number must be included in every application for a new award or renewal of an award. The DUNS number will be required whether an applicant is submitting an application on paper, through OJP's Grants Management System, or using the governmentwide electronic portal (Grants.gov). An application will not be considered complete until the applicant provides a valid DUNS number.

Organizations should verify that they have a DUNS number or take the steps necessary to obtain one as soon as possible. Applicants can receive a DUNS number at no cost by calling the dedicated toll-free DUNS number request line at 1-800-333-0505.

5. After you have logged onto the system using your user ID and password, click on "Funding Opportunities."
6. Select the "Bureau of Justice Assistance" from the drop-down list and click "Search." This will narrow the list of solicitations within the Office of Justice Programs to those in BJA.
7. From the list of BJA grants, find "State Criminal Alien Assistance Program" and click "Apply Online."
8. Confirm that your organization is eligible to apply for this program by reading the text on the screen. If eligible, proceed by clicking "Continue."
9. Once you have reached this point, you are considered successfully registered.

Online Inmate Data Reporting Process

Select the file upload process below that best meets your needs. While you may change the method prior to submitting the completed application to BJA, note that *the change from one process to another will overwrite and delete all previous inmate record submissions.*

- **Direct File Upload:** The direct file upload function allows you to submit inmate database records in a single ASCII-formatted file directly into GMS. File uploads must contain the mandatory data fields in the required format. File uploads that do not include the necessary information will be considered incomplete

and not eligible SCAAP funding. The SCAAP system provides you with an opportunity to correct files or add missing data prior to finalizing the application.

- **Direct Data Entry:** The direct data entry function allows you to manually enter inmate data directly into an online inmate data template, instead of creating a separate ASCII file. This approach may be best suited for jurisdictions with smaller facilities or small criminal alien populations. Drop-down menus are provided for selecting incarceration dates, date of birth, and country of birth (complete country names are listed).

During the file upload process, a red flashing bar will appear at the bottom of the applicant screen. This bar will continue to flash until the inmate file upload is complete. Upon completion of the inmate file upload, SCAAP GMS will provide the applicant with a "File Upload Status Report." This report will list the number of inmate records in the upload and the number of inmate records that are complete. In addition, the report will provide a detailed list of inmate records (by file number) that are incomplete or have data format errors and the nature of the error. Print this file upload status report for your records. If during the file upload process, your Internet browser times out or is disconnected, your inmate file upload may not be complete. It is important that you check the "File Upload Status Report" and verify that all of your inmate records have been uploaded.

When initiating a file upload, there is an approximate 10 second start-up delay. Once the file upload has actually begun, the estimated times for file uploads: 300 inmate records = less than 1 minute; 7,800 inmate records = 3 minutes; 54,600 inmate records = 15 minutes.

Technical System Requirements

Internet access is required to apply for SCAAP funding. Generally, Netscape Communicator 4.7 and Internet Explorer 5.5 are the earliest versions of the respective Internet browsers that may be used for successful SCAAP application system access. Contact your agency network administrator to determine if an internal firewall or agency Internet security system may be preventing direct access to the application system, or contact the GMS Help Desk for information regarding correct port settings. If you are a prior SCAAP user, the browser bookmark may not work properly and an attempt to access the SCAAP application site may generate a message advising that the "page cannot be displayed." Delete the bookmark and manually type the URL into the browser address line.

Internet User Accounts

Government officials from the applying jurisdictions must establish the OJP GMS user accounts for SCAAP. Non-government officials may not establish user accounts on behalf of applying jurisdictions. When establishing a user account, sheriffs or chiefs of police are not considered CEOs, but they may serve as the contact persons establishing the SCAAP user accounts on behalf of the CEOs. All applications must be filed in the name of the state or unit of government and must include the jurisdiction's CEO's name, official title, and e-mail address.

Application Resubmissions

BJA may return a submitted application with incomplete or inaccurate data to the applicant for corrections, and will notify both the CEO and the SCAAP contact, via the e-mail address of record, that their application needs to be corrected and resubmitted by a certain date to be considered for SCAAP funding.

FY2009 SCAAP Inmate Data Elements

The table below shows the required inmate data elements and the required ASCII fixed-field format. Two elements are not mandatory but should be included if available. When creating your inmate data file for uploading in GMS, follow the format requirements very carefully. **DO NOT USE THE TAB KEY** when filling in your data - **USE THE SPACE BAR** when your inmate information does not require the use of all the available spaces in a given field and you need to advance to the beginning of the next field.

Data Field Specifications					Instructions
Order in Data String	Data Element Name	Field Length	Begin At Column	Mandatory Item	
1	A-number	9	1	Yes, two options available	This is an Alien Registration number assigned by ICE, used for tracking individuals and verifying identity. It is not a detainer number. If this number is not available, enter 9 zeros (0). Do not use letters (A) or symbols (dashes, etc.). Also, use zeros (0) as the beginning digit(s) if the A-number is fewer than 9 digits.
2	Last name(s)	40	10	Yes	Many Hispanics have two last names; both should be entered in this field. If there are two names, leave in the hyphen or space between the names. If the name is fewer than 40 characters, enter the name and leave the remainder of the field blank.
3	First name(s)	25	50	Yes	If there are two names, leave in the hyphen or space between the names. If the name is fewer than 25 characters, enter the name and leave the remainder of the field blank.
4	Middle name(s)	25	75	No, but provide if available	If there are two names, leave in the hyphen or space between the names. If the name is fewer than 25 characters, enter the name and leave the remainder of the field blank.
5	Date of birth	8	100	Yes	The date must be in the format YYYYMMDD. Insert a zero "0" in the sequence, as necessary, to fill in all spaces; e. g., "19830305" is March 5, 1983.
6	Unique inmate identifier number	15	108	Yes	This number is the unique inmate identifier assigned by the jurisdiction. Use the same identifier for all records associated with one inmate. If the number is fewer than 15 characters, enter the number and leave the remainder of the field blank.
7	Foreign country of birth	10	123	Yes	Enter the standard ICE Country Code for the country of birth. Only official country codes may be used. ICE Country Codes vary in length from 2 to 5 letters. Enter the appropriate code and add spaces after the code to complete the section to a maximum field length of 10 characters.
8	Date taken into custody	8	133	Yes	The date must be in the format YYYYMMDD. If the incarceration began prior to July 1, 2007, use the actual date the inmate was taken into custody <u>or</u> July 1, 2007.
9	Date released from custody	8	141	Yes	The date must be formatted YYYYMMDD. If the inmate was released after June 30, 2008, use June 30, 2008. The system will only consider those inmates with at least four consecutive days during the reporting period.
10	FBI number	10	149	No, but provide if available	This number is issued by the FBI to track arrests and fingerprint records. If this number is not available, leave this field blank by inserting 10 spaces. If the FBI number is fewer than 10 characters, enter the number first, and then insert spaces for the remainder of the field length.

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

From: (b)(6), (b)(7)c
Sent: Wednesday, September 12, 2012 5:08 PM
To: (b)(6), (b)(7)c
Subject: FW: Diligent Record checks on Encountered Individuals (FEP 12-498)
Attachments: 2011_07_29_Enforcement_and_Removal_Encounters.pdf; Call Up Sheet.doc

FYI

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

915-7 (b)(6), (b)(7)c

From: (b)(6), (b)(7)c
Sent: Tuesday, September 11, 2012 9:59 AM
To: (b)(6), (b)(7)c
Cc: (b)(6), (b)(7)c
Subject: Diligent Record checks on Encountered Individuals (FEP 12-498)

For dissemination and familiarization of Policy Number: ERO 11152.1 Enforcement and Removal Encounters and to ensure full compliance.

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

Mission Support Assistant
DHS/ICE/ERO
El Paso Field Office
1545 Hawkins Blvd.
El Paso, TX 79925
(915) 225-1809
Fax: (915) 225-1809

From: (b)(6), (b)(7)c
Sent: Monday, September 10, 2012 5:09 PM
Subject: FW: Diligent Record checks on Encountered Individuals

Forward to all AFODs for dissemination and familiarization of **Policy Number: ERO 11152.1 Enforcement and Removal Encounters** and to ensure full compliance.

It is imperative that all records pertaining to an individual are accurately reviewed to ensure that the subject of an investigation is properly identified to determine a subject's status or removability.

From: (b)(6), (b)(7)c
Sent: Monday, September 10, 2012 2:26 PM
Subject: Fw: Diligent Record checks on Encountered Individuals

Fya

From: (b)(6), (b)(7)c
Sent: Monday, September 10, 2012 04:22 PM
Cc: (b)(6), (b)(7)c
Subject: Diligent Record checks on Encountered Individuals

The following message is sent on behalf of (b)(6), (b)(7)c Assistant Director, Secure Communities and Enforcement; with concurrence of (b)(6), (b)(7)c Acting Assistant Director of Field Operations:

To: Field Office Directors and Deputy Field Office Directors

Subject: Diligent Record checks on Encountered Individuals

Enforcement and Removal Operations (ERO) must be diligent in its screening of individuals prior to lodging a detainer or taking a person into custody. It is imperative all records are reviewed to ensure that the subject of an investigation is properly identified to determine a subject's status or removability.

FODs are reminded that since the implementation of the Encounter Policy (see attached) that all individuals identified must only have one ERO encounter in ENFORCE for the entire law enforcement action. Therefore, to prevent the creation of new encounters for those already identified, officers must search ENFORCE, as well as other routine ICE databases when checking an individual's status.

In addition to ensuring compliance with the above policy, a thorough search allows for the immediate identification of previously encountered naturalized or derivative citizens to prevent their placement into ICE custody, as well as managing cases of individuals previously arrested by a law enforcement agency that were not previously subject to removal. This ensures those individuals are re-investigated to determine removability.

For questions please contact CAP Unit Chief (b)(6), (b)(7)c at 202-732-(b)(6), (b)(7)c or via email at

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

~~NOTICE: This communication may contain privileged or otherwise confidential information. If you are not an intended recipient or believe you have received this communication in error, please do not print, copy, retransmit, disseminate, or otherwise use this information. Please inform the sender that you received this message in error and delete the message.~~

**U.S. IMMIGRATION AND CUSTOMS ENFORCEMENT
ENFORCEMENT AND REMOVAL OPERATIONS**

Policy Number: ERO 11152.1 Enforcement and Removal Encounters

Issue Date: 7/29/2011

Effective Date: 7/29/2011

Review/Expiration Date: 7/29/2015

Superseded: None

Federal Enterprise Architecture Number: 306-112-002b

1. **Purpose/Background.** This directive identifies requirements and provides general procedures for using the Enforcement Integrated Database (EID) as ERO's electronic system of records for administrative processing of foreign born nationals. EID is the U.S. Department of Homeland Security's (DHS) shared database repository for several DHS law enforcement and homeland security applications and is currently accessed through the Enforcement and Case Tracking System (ENFORCE) application.
 - 1.1 The purpose of the directive is to support the identification and arrest of individuals (both citizens and noncitizens) who commit violations of Federal criminal laws enforced by DHS.
2. **Policy.** All ERO law enforcement officers will document foreign born national encounters in the EID (e.g., using the ENFORCE application).
3. **Definitions.**
 - 3.1. *Encounter:* the interview, screening, and determination of citizenship, nationality, and legal rights of any person in the United States at any time.
 - 3.2. *Interview:* a formal meeting in which a law enforcement officer questions a person believed to be an alien about citizenship, nationality, and the legal right to be in the United States.
 - 3.3. *Screening:* the process of verifying the identity of a person through biographic and or biometric identifiers.
 - 3.4. *Biographic identifiers:* personal information obtained from a person or third party (e.g., name, address, social security number, driver's license).
 - 3.5. *Biometric identifiers:* identity analysis of physical samples obtained from a person or provided by a third party (e.g., fingerprints).

3.6. *Enforcement action:* a law enforcement activity (e.g., encounter, investigative detention, arrest, bond) taken by DHS to address criminal or administrative violations.

4. Responsibilities.

4.1. The *Criminal Alien Division* is the Office of Primary Interest and is responsible for managing and overseeing compliance to this Directive.

4.2 All ERO law enforcement officers who encounter persons are responsible for documenting that encounter in the Enforcement Integrated Database (e.g., by using ENFORCE).

5. Procedures.

5.1. *Law enforcement officers:*

- 1) Document encounters in the Enforcement Integrated Database (e.g., by using ENFORCE).
- 2) Create only one encounter based on the same enforcement action for the same person. Enter any crime information necessary to correctly indicate a foreign born national's criminal offense level (e.g., in ENFORCE through the CRIME ENTRY SCREEN).
- 3) Input as an encounter subjects found through investigation to be derived or naturalized citizens.
- 4) If you determine that a person initially detained as a possible alien is a United States citizen, notate the record with your determination and state that no further action will be taken.
- 5) Do not enter information about U.S. citizens interviewed or screened unless being investigated or arrested for administrative or criminal immigration law violations.

6. Authorities/References.

6.1. 6 U.S.C. §§ 101- 103, 111-113

6.2. 8 U.S.C. § 1357

6.3. 40 U.S.C. § 1315

6.4. 8 C.F.R. § 287

6.5. Immigration and Enforcement Operational Records System of Records, 75 Fed. Reg. 23,276 (May 3, 2010), *available at* <http://edocket.access.gpo.gov/2010/2010-10286.htm>.

6.6. Privacy Impact Assessment for the Enforcement Integrated Database (EID) (January 14, 2010), *available at* [redacted] (b)(7)e

6.7. Memorandum from David J. Venturella on Fiscal Year 2010 Criminal Alien Program Goals to Field Office Directors and Deputy Field Office Directors (Jan. 5, 2010) *available at* [redacted] (b)(7)e

7. **Attachments.** None

8. **No Private Right Statement.** This Directive is an internal policy statement of ICE. It is not intended to, and does not create any rights, privileges, or benefits, substantive or procedural, enforceable by any party against the United States; its departments, agencies, or other entities; its officers or employees; contractors or any other person.

/s/ _____

Gary Mead

Executive Associate Director

Enforcement and Removal Operations

U.S. Immigration and Customs Enforcement

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

From: (b)(6), (b)(7)c
Sent: Tuesday, May 01, 2012 10:21 PM
To: (b)(6), (b)(7)c
Cc:
Subject: Fw: Possible targets for your AORs
Attachments: ATL LEADS.xlsx; MIA LEADS.xlsx; WAS LEAD.xlsx; WAS LEAD.doc; MIA Lead.doc; WAS.xlsx; ELP LEAD.xlsx; ATL LEAD.xlsx; WAS LEADS.xlsx; NIVV by AOR.xlsx
Importance: High

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

I think this belongs to you. Let me if the SOCC can help out.

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

SDDO
ICE/ERO El Paso
Special Operations
915-726- cell
915-225- office

From: (b)(6), (b)(7)c
Sent: Tuesday, May 01, 2012 05:37 PM
To: (b)(6), (b)(7)c ;
Subject: Possible targets for your AORs

Good Evening all,

The mission of the Criminal Alien program is to provide ICE wide direction in the identification, investigation, and arrest of aliens found incarcerated as well as criminal aliens found at large. In order to assist you and your field office to increase the number of criminal arrests and removals for this fiscal year CAP has compiled a list of criminal aliens that were found to be in your AOR. These lists have been vetted through the FOSC/LESC and are solely meant to assist you in your efforts. The use of your enforcement resources on these leads are at your discretion.

The list was compiled using Non-immigrant visa violators that have criminal records (b)(7)e
(b)(7)e CIS egregious referrals and some probation and parole entities. CAP requests that is you do work any of these leads to return the spreadsheet attached updated with an event number if an encounter/arrest occurs and a disposition, to include if the lead was invaluable.

Your feedback is not mandatory but CAP would appreciate any feedback so that in the future leads are better vetted.



Thank you,

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

Detention & Deportation Officer
DHS/HQ/ ICE/ERO/CAP/CAD

500 12th Street, SW

Washington, DC 20536

202-732- Office

202-300- (b)(6), (b)(7)c BB

Date: 02/27/2012

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

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

NAME: (b)(6), (b)(7)c DOB: (b)(6), (b)(7)c ALIAS: (b)(6), (b)(7)c OTHER A#: (b)(6), (b)(7)c FBI#: (b)(6), (b)(7)c SID: (b)(6), (b)(7)c SSN: (b)(6), (b)(7)c FINS: None Found COB: PERU COC: PERU SQ 11: Positive SQAD: Negative

Current Immigration Status: (Check one box) ICE Fugitive Prior Removal LPR Other

Lead Address: (b)(6), (b)(7)c Ocala, FL 34480

(b)(6), (b)(7)c Montgomery AL 36106

County: MARION

Possible Phone: (352) 369 (b)(6), (b)(7)c

Possible Driver's License: Alabama Drivers License (b)(6), (b)(7)c Issued: (b)(6), (b)(7)c Expires: (b)(6), (b)(7)c

Vehicles: None identified

Immigration History: (b)(7)e records indicate (b)(6), (b)(7)c last entered the U.S. without inspection on or about (b)(6), (b)(7)c at or near Miami Florida. (b)(7)e records are negative for pending claims. No Final Order of Removal is noted in (b)(7)e records.

Criminal History: FBI Fingerprint records revealed (b)(6), (b)(7)c was convicted of Access Device Fraud on (b)(6), (b)(7)c and sentenced to 5 months imprisonment. Convicted of Grand Larceny 4th Degree on (b)(6), (b)(7)c and sentenced to 3 years imprisonment. Convicted of Access Device Fraud on (b)(6), (b)(7)c and sentenced to 1 year of imprisonment. Florida criminal records revealed a conviction for Retail Petit Theft on (b)(6), (b)(7)c and sentenced to 2 days of imprisonment. (b)(7)e was positive for State Department in reference to immigration referral.

Lead Development: (b)(6), (b)(7)c, (b)(7)e

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

Possible Relative/Associates: (b)(7)e ties a (b)(6), (b)(7)c to the second address as of (b)(6), (b)(7)c (b)(7)e reports (b)(6), (b)(7)c as an LPR ARN (b)(6), (b)(7)c using the second address in 2009.

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

Phone: (802) 667 (b)(6), (b)(7)c

E-mail: (b)(6), (b)(7)c

Analyst ID: (b)(6), (b)(7)c

Date: 2/23/2012

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



Photograph Date: (b)(6), (b)(7)c
Source: Virginia DMV

NAME: (b)(6), (b)(7)c DOB: (b)(6), (b)(7)c ALIAS: (b)(6), (b)(7)c OTHER A#: None
Found FBI#: (b)(6), (b)(7)c SID: (b)(6), (b)(7)c (b)(6), (b)(7)c SSN: (b)(6), (b)(7)c FINS: None Found COB:
SPAIN COC: SPAIN SQ 11: Negative SQAD: Negative

Current Immigration Status: (Check one box) ICE Fugitive Prior Removal LPR Other

Lead Address: 1) (b)(6), (b)(7)c Virginia Beach, VA 23453
2) (b)(6), (b)(7)c Norfolk, VA 23507

County: No County

Possible Phone: (757) 650 (b)(6), (b)(7)c, (b)(7)e

Possible Driver's License: Virginia Driver's License # (b)(6), (b)(7)c

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

Immigration History (b)(6), (b)(7)c entered the United States on or about (b)(6), (b)(7)c 1962 at or near Miami, FL as a Z2 LPR (b)(6), (b)(7)c has no Final Removal Order in CIS/EOIR (b)(6), (b)(7)c has a closed case in EARM as a (b)(7)e and has no applications in (b)(7)e or pending appeals with BIA.

Criminal History (b)(6), (b)(7)c has criminal histories in the states of New York and Virginia spanning from 1972 to 2007. (b)(7)e indicate (b)(6), (b)(7)c was convicted in New York of Harassment on (b)(6), (b)(7)c 6/1/1972, Burglary on (b)(6), (b)(7)c 5/1/1974, Criminal Mischief on (b)(6), (b)(7)c 2/1/1977 and (b)(6), (b)(7)c 3/1/1978, Criminal Possession of Controlled Substance on (b)(6), (b)(7)c 2/1/1977, and Conspiracy Interstate Transportation of Stolen Goods on (b)(6), (b)(7)c 12/1/1980. (b)(6), (b)(7)c most recent arrest was in Virginia Beach, VA on (b)(6), (b)(7)c 2/1/2007 for Domestic Assault; case dismissed on (b)(6), (b)(7)c 6/1/2008. (b)(7)e record under (b)(6), (b)(7)c was not biometrically linked to (b)(6), (b)(7)c

Lead Development: (b)(6), (b)(7)c, (b)(7)e

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

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

Phone: (802) 657 (b)(6), (b)(7)c

E-mail: (b)(6), (b)(7)c

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

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

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

From: (b)(6), (b)(7)c
Sent: Friday, June 12, 2009 1:01 PM
To: (b)(6), (b)(7)c
Subject: FW: Processing Guidelines for 287(g) Related Encounters
Attachments: Processing Guidelines for 287(g) Related Encounters.pdf

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

Assistant Field Office Director
Compliance Enforcement
El Paso, TX
915-225-1943 office
915-225-1943 fax
915-487-1943 cell

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

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From: (b)(6), (b)(7)c
Sent: Friday, June 12, 2009 10:54 AM
To: (b)(6), (b)(7)c
Cc: (b)(6), (b)(7)c
Subject: FW: Processing Guidelines for 287(g) Related Encounters

fyi

From: (b)(6), (b)(7)c
Sent: Friday, June 12, 2009 7:01 AM
To: (b)(6), (b)(7)c
Subject: Fw: Processing Guidelines for 287(g) Related Encounters

Sent from my Blackberry

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

Deputy Field Office Director
El Paso Field Office

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

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

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

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

Sent: Thu Jun 11 18:37:22 2009

Subject: Processing Guidelines for 287(g) Related Encounters


Please see the attached June 8, 2009, memorandum signed by Director James T. Hayes, Jr. that provides guidance on changes related to the processing of 287(g) encounters in ENFORCE.

If there are any questions, please contact (b)(6), (b)(7)c OSLC Program Manager, at (202) 732-(b)(6), (b)(7)c or (b)(6), (b)(7)c Acting Unit Chief for CAP Operations, at (202) 732-(b)(6), (b)(7)c



U.S. Immigration
and Customs
Enforcement

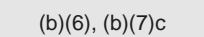
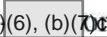
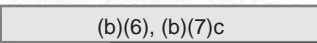
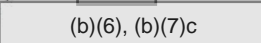
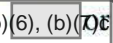
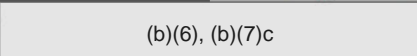
JUN 08 2009

MEMORANDUM FOR: All Field Office Directors
FROM: 
James T. Hayes, Jr.
Director
SUBJECT: Processing Guidelines for 287(g) Related Encounters

This memorandum provides guidance on changes related to the processing of 287(g) encounters in ENFORCE.

As a means to better capture statistical data associated with foreign nationals encountered through the 287(g) program, the processing guidelines have been updated to reflect ongoing changes within ENFORCE.

Effective immediately, initial encounter processing of 287(g) identified foreign nationals will need to adhere to the attached guidelines.

Please contact OSLC Program manager  at (202) 732-
 or Acting CAP Operations Unit Chief  at (202) 732-
 



U.S. Immigration and Customs Enforcement

287(g) QUICK REFERENCE PROCESSING GUIDE

This Quick Reference Guide is designed for the processing of foreign nationals under the auspices of the 287(g) program.

Information contained herein is to be treated as Law Enforcement Sensitive. Do not share this document in any form with anyone who does not have a need to know. This includes officers in your agency who are not designated as 287(g) officers.

Initial Processing

All processing of 287(g) subjects should begin at the **Initial Event** screen to ensure proper event creation. This quick reference is designed to guide all 287(g) officers in the correct procedures for processing of aliens. There are no other acceptable methods to process 287(g) arrests. Full processing should be completed prior to turning the subject over to ICE but after the subject's identity, arrest and criminal history have been verified through (b)(7)e

Steps 1-4 can be completed at any ENFORCE terminal

1. (b)(7)e
2. Choose the "office that you are currently assigned to" (b)(7)e the ICE Office which oversees your particular 287(g) program. This could be the local Office of Investigations or Deportation and Removal Office site code and office code from the drop down list.

** 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. Your office code should never change. While DRO is working on developing their own site codes, currently, the (b)(7)e site codes are the only site codes in ENFORCE that are exclusive to ICE.*

3. Ensure that the "Assigned Program Area" is 287 (g) Program.

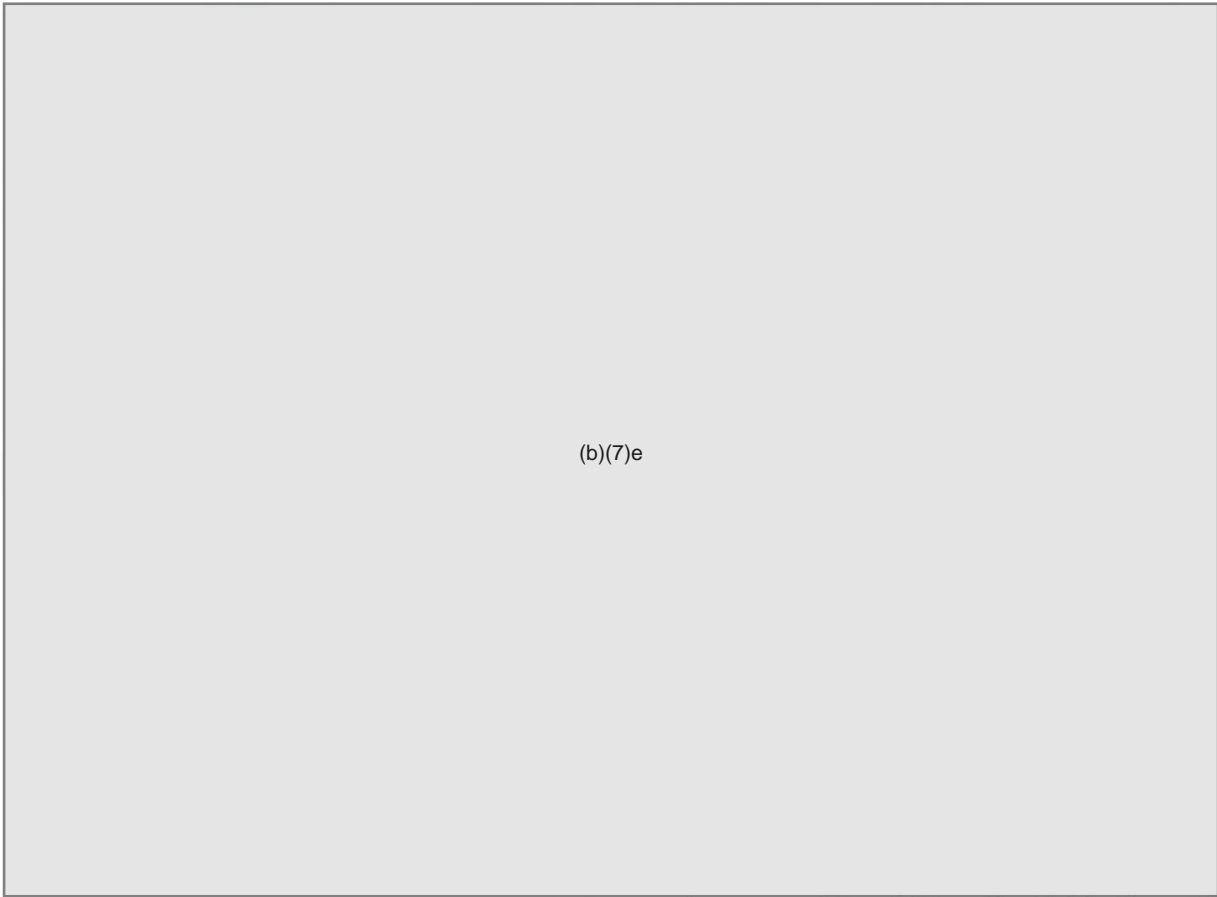
(b)(7)e

4. From the "Enforce" drop down menu, choose (b)(7)e (DO NOT begin by (b)(7)e (b)(7)e

** NOTE: All subjects apprehended 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.*



5. On the initial event screen:



(b)(7)e

a. "Lead type" field- type "NA." (OSLC is working on adding 287 to this field. Once 287 is made available for selection it will be used in place of NA)

b. "Event occurred on" field- type the date of the event. Ensure that the date is entered correctly. OSLC uses this date to determine monthly statistical totals.

c. "Event type" field-

d. "Program" field-

e. Enter Agency ORI information.

f. Lead Source and Comment" field -

g. "G-23 line number" field- Enter one of the following:

1. – for foreign nationals who have been arrested for or convicted for a narcotics trafficking offense;
2. – 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;
3. – for foreign nationals who have been arrested for or convicted of other removable offenses;

4. (b)(7)e – for foreign nationals who have been arrested for or convicted of non-removable offenses
5. (b)(7)e – for foreign nationals that have been arrested for only being in the United States unlawfully;
6. (b)(7)e for all other 287(g) related encounters;

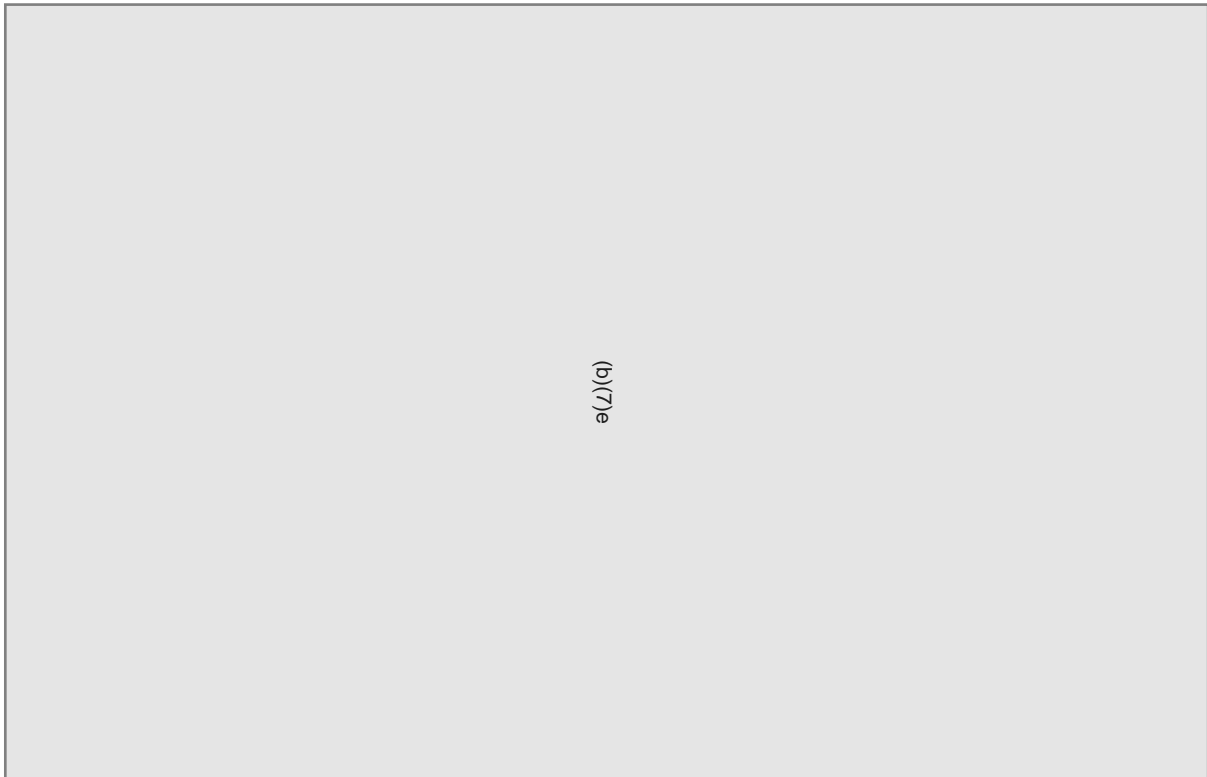
- h. Enter arresting agency booking number into the “G166a report ref” field.
- i. “Event title” field- input the title of the event. Typically this will be “287 Encounter of “ followed by the name of the individual being interviewed.
- j. “Operation” field- (b)(7)e
- k. “Site” field- (b)(7)e under whose auspices you are operating.
- l. SKIP distance and direction fields.
- m. “Place of Apprehension or Seizure” field- type the initial encounter location. This field will be the location where the initial 287(g) interview is being conducted. For Example, an alien who is encountered by a Deputy working at the Maricopa County Jail will enter Maricopa County Detention Facility or something similar.
- n. “Received by”, “Primary Agent” and “Event Supervisor” should auto-populate. If not, enter the interviewing officers name in the Received By and the Primary Agent fields.
- o. (b)(7)e Note the EVENT number assigned at the top of the screen for future reference. The Event Number should be added to the narrative of the agency booking report.
- p. (b)(7)e

(b)(7)e

- q. Input the first subject's control name, first name, middle name (optional), sex, primary citizenship, subject role, date of birth, height and weight
- r. Processing Disposition – Select O-Other if issuing a detainer. All other selections will be made at the time the individual is processed for removal;

s. (b)(7)e

t. (b)(7)e



(b)(7)(e)

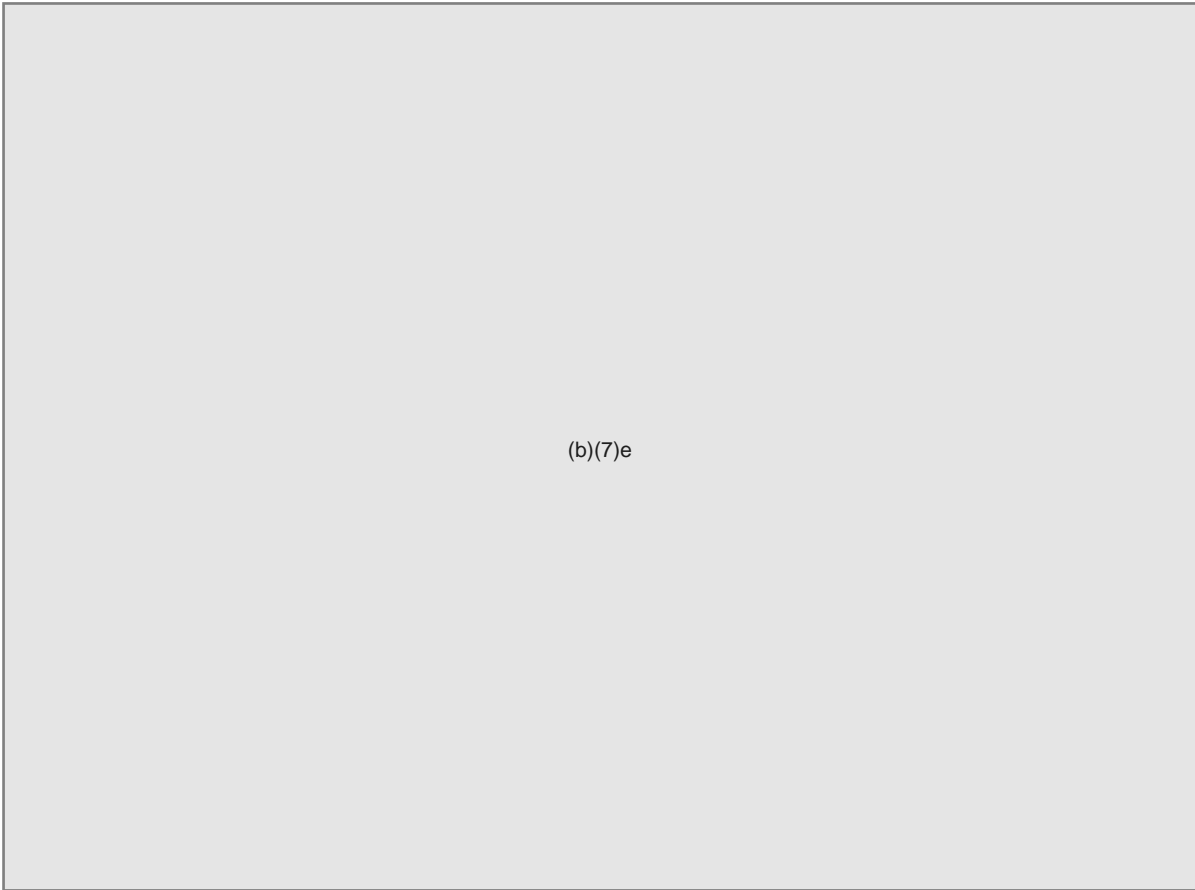
- u. Date/Time – Do not enter information in this field unless the individual is being transferred to ICE custody.
- v. Method – enter L
- w. Non INS Laws Offenses – Select one of the following
 - 1. 1 – NCIC Level 1
 - 2. 2 – NCIC Level 2
 - 3. 3 – Traffic Other
 - 4. 4 – Traffic DUI
 - 5. 5 – NCIC Level 5

- x. Non INS Laws Offenses – Select one of the following
 - 1. A – Aggravated Felony
 - 2. F – Felony
 - 3. M – Misdemeanor
 - 4. T – Traffic
 - 5. N – None

y.
z.
aa.



(b)(7)e



(b)(7)e

- bb. If there are multiple subjects, you can now 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.
- cc. REPEAT steps a, b, and c above until all subjects have been added to the event. Once all subjects have been added, remain on the add subject screen and proceed to the next step.

Steps 6-8 must be completed at an ENFORCE terminal equipped with a [redacted] [redacted]

The following steps may be accomplished simultaneously, utilizing all available [redacted] [redacted] If you have to move to a different terminal with [redacted] proceed with step 6. If you completed steps 1-5 at a complete [redacted] skip step 6 and proceed to step 7.

[redacted]

6. [redacted]

a. [redacted] option under "ENFORCE" in the header bar.

1. [redacted] "query event" button [redacted]
2. Enter the event number captured in step 4 above into the highlighted "Event" field and [redacted]
3. Choose the correct subject to be fingerprinted from the "Subject" [redacted] [redacted]
4. Ensure that the correct subject is on the screen and [redacted] [redacted]

7. On the record FD-249 information screen:

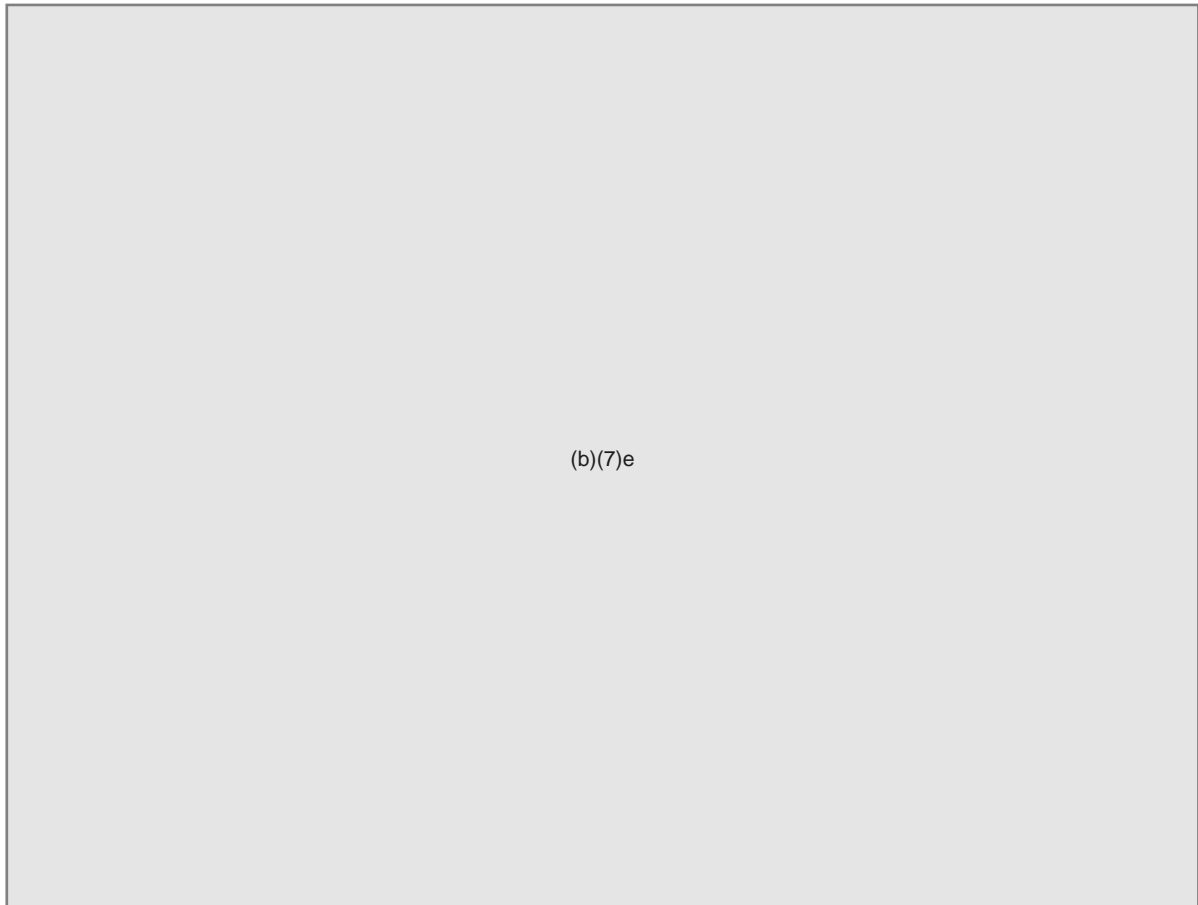
[redacted]

- a. Choose the first subject to be fingerprinted from the “Subject”
- b. Under “10-print trans” select “Search Only”.
- c. Change “default fingerprints” to 10 (if necessary).
- d.
- e. This will open up a new window with the IDENT screen.

8. On the IDENT screen:

- a. Choose “search only”
- b.

9. On the IDENT fingerprint screen:



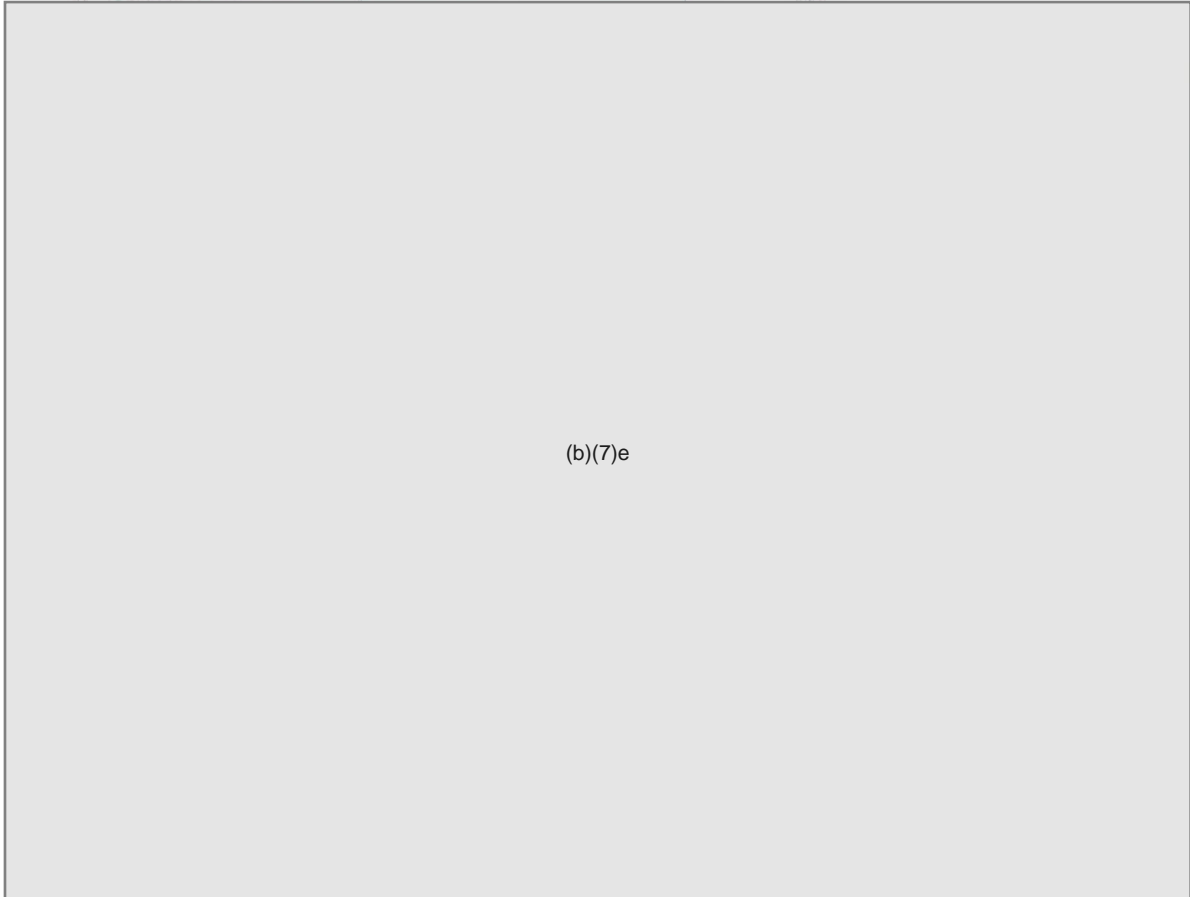
- a. Follow the on-screen prompts to capture the subject’s biometric information.

- b.
- c.

- d. [redacted] (b)(7)e
- e. After completing the fingerprints, [redacted] (b)(6)(b)(7)e
[redacted] (b)(7)e
- f. When fingerprints and photograph have been successfully captured, [redacted] (b)(7)e
[redacted] (b)(7)e
- g. IDENT and IAFIS responses will appear in the transaction log. To see the full log, [redacted] (b)(7)e It may take several minutes to receive all responses. All responses must be opened and acknowledged. To return to the search and enroll screen, [redacted] (b)(7)e
[redacted] (b)(7)e Additional subjects can be fingerprinted while waiting for responses;
- h. [redacted] (b)(7)e This will take you to the FD-249 screen.
- i. REPEAT steps 7 through 9 until the biometric information has been captured for every subject in the ENFORCE event.
- j. Review all “hits” based upon the submitted fingerprints and photographs. [redacted] (b)(7)e
[redacted] (b)(7)e
- k. After reviewing hit information select the [redacted] (b)(7)e This will take you to the FD-249 screen.
- l. [redacted] (b)(7)e to return to the subject entry screen.
- m. Select the [redacted] (b)(7)e

Entering Detainer Information

1. After selecting the (b)(7)e from the Add Subject Screen, enter the Holding Facility Code where the subject is being held.
2. (b)(7)e
3. (b)(7)e .
4. Add appropriate contact numbers for local ICE Office.
5. Print Detainer and place in Detention Facility Booking file.



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

From: (b)(6), (b)(7)c
Sent: Friday, September 04, 2009 6:21 PM
To: (b)(6), (b)(7)c
Subject: FW: Updated Directives for the Criminal Alien Program (CAP) Case Identification in ENFORCE
Attachments: 2009_09_02_17_49_31 (2).pdf - Adobe Acrobat Standard.pdf

From: (b)(6), (b)(7)c
Sent: Friday, September 04, 2009 3:58 PM
To: (b)(6), (b)(7)c
Cc: (b)(6), (b)(7)c
Subject: FW: Updated Directives for the Criminal Alien Program (CAP) Case Identification in ENFORCE

Please ensure immediate dissemination and compliance. Please forward any questions to SFTO (b)(6), (b)(7)c

From: (b)(6), (b)(7)c
Sent: Friday, September 04, 2009 3:39 PM
To: (b)(6), (b)(7)c
Subject: Fw: Updated Directives for the Criminal Alien Program (CAP) Case Identification in ENFORCE

Sent from my Blackberry

(b)(6), (b)(7)c
Deputy Field Office Director
El Paso Field Office

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

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

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

Sent: Fri Sep 04 16:37:17 2009

Subject: Updated Directives for the Criminal Alien Program (CAP) Case Identification in ENFORCE

The following message is being sent on behalf of (b)(6), (b)(7)(C) **Acting Assistant Director, Enforcement and approved by Marc J. Moore, Assistant Director, Field Operations:**

The Criminal Alien Program (CAP) provides ICE-wide direction and support in the identification and arrest of criminal aliens who are incarcerated within federal, state, and local prisons and jails. It is incumbent upon ICE to ensure that all efforts are made to arrest and remove these individuals from the community by securing a final order of removal prior to the termination of their period of imprisonment. The identification and processing of incarcerated criminal aliens, prior to release from jails and prisons, decreases or eliminates the time spent in ICE custody, reducing the overall cost to the Federal Government.

In order to standardize database input, ensure data integrity and modernize the abilities of DRO to capture statistics, CAP has superseded the July 11, 2006 memorandum entitled *Criminal Alien Program (CAP) Case Identification* with the attached memorandum titled *Updated Directives for the Criminal Alien Program (CAP) Case Identification in ENFORCE*, as well as the processing manual.

Data quality is essential to the success of CAP and DRO. FODs are to ensure all processing for DRO's enforcement efforts comply with the attached processing manual. FODs are also requested to ensure that Senior Training Officers ensure that officers and supervisors are aware of the proper processing procedures to include the self-assignment to the proper program codes in ENFORCE when logging into the system.

This memorandum is effective immediately. Questions may be directed to Acting CAP Operations Chief (b)(6), (b)(7)c via email or at 202-732-(b)(6), (b)(7)c

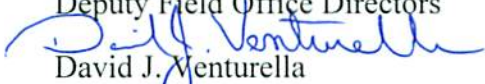
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U.S. Immigration
and Customs
Enforcement

SEP 1 2009

MEMORANDUM FOR: Field Office Directors
Deputy Field Office Directors

FROM: 
David J. Menturella
Acting Director

SUBJECT: Updated directives for the Criminal Alien Program Case
Identification in ENFORCE

Purpose

This memorandum and attached reference guide provides guidance for Office of Detention and Removal Operations (DRO) personnel regarding the processing of all Criminal Alien Program (CAP), Joint Criminal Alien Removal Taskforce (JCART), and Violent Criminal Alien Section (VCAS) cases in the Enforcement Case Tracking System (ENFORCE). This guidance supersedes the July 11, 2006, memorandum issued by John P. Torres titled "Criminal Alien Program (CAP) Case Identification in ENFORCE".

Background

One of the most important mandates of U.S. Immigration and Customs Enforcement (ICE) is the enhancement of public safety and the security of the American public. The broad authority of ICE allows for the identification and removal of dangerous, often recidivist, criminals engaged in crimes that have a profoundly negative impact on our society. A large component of this enforcement effort is identification and processing of criminal aliens incarcerated in Federal, state and local facilities. As enforcement activities are expanded, it is necessary to effectively track arrests and cases processed through ENFORCE. With continued efforts from ICE'S field offices and the ongoing cooperation by local and state authorities acting under Section 287(g) of the Immigration and Nationality Act (INA), ICE will continue to improve its efforts through CAP to effectively track cases arrested and processed by DRO in ENFORCE for the purposes of performance measurements, resource allocation, statistical tracking and assigning personnel.

The operational components within CAP, as well as the continued partnership with Secure Communities and the Office of State and Local Coordination, provide ICE-wide direction and support in the statistical tracking, identification, apprehension, detention, and prosecution of criminal aliens at large within the United States leading to their removal.

Discussion

All processing begins at the initial event screen to ensure proper event creation. The reference guide attached to this document is designed to guide all officers in the proper procedures for processing aliens within ENFORCE for CAP, VCAS, JCART, LEAR, and the NFOP. Data

Updated directives Criminal Alien Program (CAP) Case Identification and Processing Directives
in ENFORCE

Page 2

Systems Administrators will ensure all DRO users are assigned to ENFORCE locations with a (b)(7)e Sub-offices currently using (b)(7)e will be temporarily accepted until further notice. All other program codes will not be accepted and will be considered errors.

This manual and any subsequent versions will serve as the sole means in which statistical information is recorded within ENFORCE which will be monitored through monthly data quality assessments. These assessments will be forwarded to the appropriate Field Office Director, who will be responsible for correcting the errors found and returning notification of the completion of those corrections to the (b)(6), (b)(7)c mailbox within one (1) week of receipt.

Please direct any questions to (b)(6), (b)(7)c Acting Unit Chief, CAP Operations at 202-732-(b)(6), (b)(7)c or via email, (b)(6), (b)(7)c



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

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

**QUICK REFERENCE
PROCESSING GUIDE**

Version 1



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 (b)(7)e

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

ALL PROCESSING WILL BEGIN AT THE INITIAL EVENT SCREEN

1. From the “Enforce” drop down menu, choose **(DO NOT** begin by selecting

NOTE: All subjects arrested/encounterd 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)
 2. **CST** (CAP STATE)
 3. **CFD** (CAP FEDERAL)
 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. **“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



9. "Operation" field- select only the following.

- 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.
- "Secure Communities" for all Secure Communities initiated events.

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

10. "Site"- Select or type the local district office in the assigned AOR with appropriate (b)(7)e

(b)(7)e

(b)(7)e

11. "Landmark"- Select the appropriate area for the initial encounter.

12. "Place of Apprehension or Seizure"- Type the arrest location.

13. "Received by", "Primary Agent" and "Event Supervisor" should be the case agent, case agent and case supervisor, respectfully.

A. (b)(7)e Note the **EVENT** number assigned at the top of the screen for future reference.



- B.
On the subject information screen:
- C. Input the first subject's control name, first name, middle name (optional), sex, primary citizenship, subject role, and date of birth. All other fields can be skipped at this point.
- D.
- E. If there are multiple subjects, you can now
 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.
- F. 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. after entering the charge/conviction
 - f. Press the
2. Press the Tab
 - 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 TAB**:



(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 be 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. (b)(7)e and enter the immigration status
- B. (b)(7)e until the Site is selected (Ensure that “T” is selected)
- C. (b)(7)e and select the appropriate landmark.
- D. (b)(7)e to the “**NON INS LAWS- OFFENSE**”
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. select the appropriate severity level above.

F. and then select ***“Degree”***

- 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,

(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. 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



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



U.S. Immigration and Customs Enforcement

Criminal Alien Program/Fugitive Operations (CAP/FUGOPS)

QUICK REFERENCE PROCESSING GUIDE

Version 1

Pages 61 through 74 redacted for the following reasons:

(b)(5)

**STANDARD OPERATING PROCEDURES
FOR THE
CRIMINAL ALIEN PROGRAM**

EL PASO FIELD OFFICE

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References:

8 U.S.C. Sections 1101(a)(43), 1182, 1226, 1228(b), 1229, 1231(a)(5), 1326, and 1357

Immigration and Nationality Act: Sections 101(a)(43), 212, 236, 238(b), 240, 241(a)(5), 276 and 287.

8 C.F.R. Section 287.7

Establishment of the Program

The Criminal Alien Program (CAP) was under the control of ICE Investigations until December 31, 2005. Before the enactment of the Illegal Immigrant Reform and Immigrant Responsibility Act (IIRAIRA) in 1996, CAP had one objective -- to locate, apprehend, and remove criminal aliens from the community and, ultimately, from the United States. Post-IIRAIRA objectives are virtually unchanged. Effective January 1, 2006, CAP will be under the control of Detention and Removal Operations and will continue to focus on location, apprehension, and removal of criminal aliens.

IIRAIRA introduced provisions prioritizing one class of criminal aliens over other classes of criminal aliens. Congress has made it exceptionally clear that criminal aliens convicted of aggravated felonies shall be given the highest priority. In IIRAIRA, Congress enacted several new sections to the INA and amended several others. These provisions include expansion of crimes qualifying as aggravated felonies; expedited removal of some aggravated felons; mandatory detention; and the establishment of limits to, or the complete elimination of, relief from removal.

Additionally, Congress amended 8 U.S.C. Section 1226 to mandate that the Attorney General devise and implement a system:

- (1) that makes available daily (on a 24-hour basis) to Federal, State, and local authorities the investigative resources of the CBP and ICE to determine whether individuals arrested by such authorities for aggravated felonies are aliens;
- (2) that designates and trains officers and employees of the ICE to serve as liaisons to Federal, State, and local law enforcement and correctional agencies and courts with respect to the arrest, the conviction, and the release of any aliens charged with aggravated felonies; and
- (3) that uses computer resources to maintain a current record of aliens who have been convicted of aggravated felonies, and that indicates those who have been removed.

Background

CAP is an aggressive enforcement effort designed to remove criminal aliens from the community and ultimately from the United States. The program is designed to *seek out* criminal aliens.

CAP is designed to give direction to Detention and Removal efforts in areas not covered by the operations of other immigration enforcement programs. Enforcement efforts are generally focused on aliens incarcerated in penal institutions either awaiting trial or serving sentences. Additional emphasis must be placed on aliens who are on parole, on probation, and in drug diversion programs or who, in any other way, pose a danger to the community by virtue of their illegal or illicit conduct. Officers should also be cognitive of recent changes in section 101(a)(43) of the Immigration and Nationality Act (INA) that broaden the definition of the term “aggravated felony.” Many aliens residing in our communities have been convicted of crimes and have not been previously placed in removable proceedings because their convictions were not removable offenses at the time their criminal cases were adjudicated. Under current statutes, many of these aliens are now removable as aggravated felons.

Because many offices encounter an overwhelming number of aliens that qualify to be placed into removal proceedings, officers should follow a priority system in determining which cases require immediate attention, as explained below.

(1) Terrorists. Any alien encountered who is suspected of being a terrorist or has been designated as a terrorist should immediately be reported to the National Security Unit (NSU) through the chain of command and be processed according to NSU instructions.

(2) Aggravated Felons. The simple designation as an aggravated felon warrants priority. The Congress has made it very clear that such designated aliens are of the highest “interest” and has provided tools that facilitate removal. These tools include mandatory detention and the limitation or elimination of relief from deportation.

(3) Violent Criminals. Aliens convicted of violent crimes that do not qualify as aggravated felonies should be given considerable attention. Inquiries into the nature and the actual circumstances of the crime will generate additional information that can be used to determine priority.

(4) Those Convicted of Burglary, Theft, and Fraud. The general nature of these crimes significantly affects the well being of society. These are serious crimes. Nevertheless, those convicted of them do fall below aggravated felons and violent criminals in priority. If immediate pursuit of these cases is not feasible, documentation should be generated that will facilitate tracking of the alien for future action.

(5) Other Cases. On occasion, cases will arise that have a significant local or outside interest. Some of these cases may involve aliens known to be involved in serious criminal activity but not convicted of serious crimes. Pursuit of these types of cases should involve careful evaluation of the interested parties’ desires versus actual and applicable facts. It is important that agents not exceed their authority in response to pressure. Often, agents are asked to arrest individuals with little information as to their alienage or deportability. Agents should not act on hearsay until it has been properly investigated and determined

to be accurate and relevant. Agents may be asked to detain criminal aliens in excess of our authority. No agent should ever detain a subject without lawful authority. *Any Agent in doubt about detaining a subject should request supervisory approval before initiating any detention.*

(d) An underlying consideration when assigning priority to cases is the fiscal obligation incurred by the Agency. A significant percentage of cases encountered by CAP can be processed while the alien is in the custody of another law enforcement entity. Cases already in ICE custody, or with imminent dates of release to ICE custody, should be given priority over all other cases regardless of the nature of the offense. Careful planning and attention to these priorities will help to minimize detention costs.

El Paso Office and Las Cruces Sub-Office

The El Paso area of responsibility consists of the following detention facilities:

El Paso County Detention Center	El Paso, Texas
El Paso County Annex	El Paso, Texas
Rogelio S. Sanchez	El Paso, Texas
La Tuna FCI – Texas	Anthony, Texas
Southern New Mexico	Las Cruces, New Mexico
West Texas Correction Center	Sierra Blanca, Texas
Dona Ana County	Las Cruces, New Mexico
Lincoln County Detention	Carrizoso, New Mexico
Luna County Detention	Deming, New Mexico
Otero County Detention	Alamogordo, New Mexico
Hudspeth County Jail	Sierra Blanca, Texas
Otero County Prison	Chaparral, New Mexico

Several large jails and prisons are between an hour and two and a half hours from the Field office and Sub-office. In order to overcome this obstacle the officers perform record checks from the facility's roster, identify possible aliens, then conduct most interviews telephonically, this has been the most productive method of covering several facilities utilizing the least amount of resources.

The CAP unit processes then refers all prosecutable cases to the Violent Criminal Alien Section. The Violent Criminal Alien Section is a unit of it self, with a separate supervisor.

The El Paso CAP operates three shifts. Las Cruces CAP operates two shifts.

TRAINING

(1) CAP Supervisors or their designated representative is to provide training for officers and agents assigned CAP duties.

(2) Training shall focus on established local operational procedures, identification of criminal aliens, case preparation, and administrative proceedings.

(3) The El Paso Field Office shall also provide training on the use of electronic databases, such as NCIC, CIS, EARM, CLAIMS, NAILS, IAFIS, IBIS, and IDENT.

LIASON WITH OTHER LAW ENFORCMENT AGENCIES

(1) The success of CAP relies on the ability of the initiating officer to establish contact and develop working relationships with representatives of local, State and Federal law enforcement Agencies, as well as judicial and correctional agencies that regularly encounter or control significant numbers of criminal aliens. The goal of this initiative is to create a seamless web of immigration enforcement. A dialogue should be held with these officials to agree on acceptable procedures for notifying ICE of aliens involved in criminal activities. When necessary, operating procedures can be solidified with a formal Memorandum of Understanding.

(a) Law enforcement request/inquiries: Officer will respond to request/inquiry in the same manner as it was received. (telephonically, fax, or email)

(b) Officers will log request/inquiry on the "Agency Request" spreadsheet in the share drive. Officer will also annotate the disposition of the request/inquiry on same spreadsheet. On a weekly basis the CAP Detention and Removals Assistant (DRA) will input the information onto the LEA Request in Significant Event Notification System (SEN).

(c) Officers will also provide the facilities with CAP posters that provide contact information.

(2) In addition to developing liaisons through routine encounters, officers and agents that are assigned to CAP must establish programs and presentations specifically geared toward educating area law enforcement and judicial groups about aliens and alien-related criminal activity. This effort is vital in establishing channels of communication by which these groups can help CAP identifying criminal aliens and in informing participants as to how CAP can assist them in their law enforcement efforts.

(3) Similar efforts should also be directed at educating members of the community. Only through education can agents ensure awareness and understanding by the public and promote cooperation in removing criminal aliens from society.

(4) Scheduling. CAP offices depend heavily on various administrative personnel (court clerks, record clerks, counsels, etc.) to effectively and efficiently process cases. Nearly all

these personnel work on weekdays and during normal business hours. CAP efforts will be concentrated to function during these operating times to maximize productivity.

ROUTINE ENCOUNTER WITH ALIENS CONVICTED OF SERIOUS CRIMES.

(1) Because agents assigned to CAP routinely encounter aliens convicted of serious crimes, agents should always realize that their cases could be candidates for Federal prosecution. Agent's assigned CAP duties should seek guidance from their Violent Criminal Alien Section (VCAS), or local U.S. Attorney's Office, in determining what cases qualify for prosecution according to established guidelines.

(2) Additionally, agents assigned to CAP need to request specific instructions on protocols when these types of cases are encountered. Issues of notification and processing procedures are two of the primary examples to be addressed. Any cases encountered that appear to be candidates for prosecution should be approached using criminal standards for enforcement activity, specifically the administration of rights utilizing form I-214, before taking any potentially incriminating statements.

(3) One of the most common criminal violators encountered by agents assigned to CAP that merit prosecution is a deported criminal alien who has re-entered the United States illegally. Agents may also encounter violators of various other Federal statutes such as visa fraud, false statements, fraudulent documents, or illegal aliens and convicted felons in possession of firearms. Agents should be familiar with these types of violations and the cases should be referred to the El Paso or Las Cruces VCAS Unit.

Processing Cases

(a) As previously mentioned, Congress provided a significant number of tools that enable ICE to more effectively and efficiently process criminal aliens. IIRAIRA amended the Immigration and Nationality Act to provide for the following:

(1) Administrative reinstatement of prior deportation, exclusion, and removal orders. This change in the law eliminates cumbersome deportation proceedings for most previously deported aliens.

(2) Administrative deportation of nonpermanent resident aliens who are convicted of aggravated felonies, again streamlining the removal process.

(3) An expanded definition of the term "aggravated felony." Of tantamount significance does the retroactive application of the expanded list of crimes constitute aggravated felonies.

(b) These statutory changes combined reduce the number of cases sent before the Executive Office of Immigration Review, and in many cases, avenues of relief from removal have been eliminated completely.

(c) The removal process involves four phases:

(1) Identification and processing:

Officers will interview or run record checks of all inmates who are incarcerated within federal, state and local facilities, and determine if the inmate is amenable to removal proceedings. If an alien is determined to be removable from the United States because of a violation of the Immigration & Nationality Act, the Officer will place an I-247 detainer with the facility housing the alien.

Officers will then prepare the I-247 in ENFORCE and create a work folder which will consist of a copy of the I-247 detainer, form I-213 and prints if available. Work folders will be submitted to the DRA assigned to CAP for documentation in the EARM system and enter the data into the Active Detainers worksheet and file the folder.

(2) Case preparation:

The CAP Officer will conduct the following preliminary record checks, print the results of these record checks, and place the results in the work folder or “A” file:

- a.
 - b.
 - c.
 - d.
 - e.
- (b)(7)e

(3) Administrative proceedings

The Officer will review the record checks and determine the processing disposition. (Administrative Removal, Reinstatement of Final Orders, or Removal Hearing before an Immigration Judge).

- (a) An Administrative Removal: will require obtaining a certified copy of the Judgment and Sentencing of an aggravated felony conviction under IN&A 101(a) (43) (A)-(U) and must be approved by the Office of Chief Counsel.
- (b) A Reinstatement of Final Order: will require either the original or copy of a previous removal order and executed form I-205 or I-296. The Advisement and Waiver of Miranda Rights utilizing form I-214 is to be administered prior to taking any potentially incriminating statements, and a Record of Sworn Statement in Affidavit Form shall also be used. The case will then be referred to the VCAS Section.

- (c) Removal Hearing before an Immigration Judge: The alien will be notified of consular rights and asked if he/she has any fear of torture or persecution upon returning to his country of citizenship and provided with a list of legal service providers. This information will also be included on a Record of Sworn Statement and placed in the A-file.

(4) **Removals**

Administrative Removal cases of Mexican citizens will be transported to El Paso for removal to Mexico immediately after processing. All other cases such as Other than Mexicans (OTM's) will be transported and booked into El Paso Service Processing Center to await their removal.

Reinstatement of Final Order cases will be referred to the Violent Criminal Alien Section (VCAS) for prosecution.

All Notice to Appear (NTA) cases that will appear before an Immigration Judge will be transferred to the El Paso Processing Center to await an immigration hearing. All NTA's will be referred to the Violent Criminal Alien Section (VCAS) to review for amenability to misdemeanor prosecution.

- (d) Aliens convicted of committing aggravated felonies are subject to removal. Depending on the immigration status of the criminal alien, the type of removal proceedings may be one of the following:

(1) Administrative Removal.

(A) Under 8 U.S.C. Section 1228(b) of the INA, no relief from removal exists once a case meets the criteria for administrative removal proceedings. Upon initiation of the proceedings, to be met are as follows:

The individual must be an alien who is not a lawful permanent resident (LPR).

The individual must have a final conviction for an aggravated felony.

(B) When processing the alien for this procedure, each of these elements as well as the alien's identity must be established by CAP agents.

(2) Reinstatement of Final Orders. 8 U.S.C. Section 1231(a)(5) of the INA provides that the Attorney General 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 agent processing the case must determine:

(A) That the alien believed to have reentered illegally was previously deported or removed from the United States,

(B) That the alien believed to have reentered illegally is the same alien as the one previously removed, and

(C) That the alien did in fact illegally reenter the United States.

(D) If the alien expresses a fear of persecution if returned, the alien should be referred to an Asylum Officer for an interview.

(3) Removal Hearing before an Immigration Judge. (8 U.S.C. Section 1229): There are three circumstances whereby a removal hearing may be initiated before an immigration judge:

(A) If a Deciding Service Officer 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 8 U.S.C. Section 1229.

(B) In general, all lawful permanent residents are given the opportunity to present their cases before an immigration judge.

(C) Aliens who have entered without inspection (EWI) who have not been convicted of aggravated felonies and have not been previously been removed are entitled to removal hearings before an immigration judge.

Detention of Criminal Aliens

(a) INA Provisions. 8 U.S.C. Section 1226(c) (1) of the INA provides for detention of criminal aliens found to be inadmissible for criminal offenses described in 8 U.S.C. Section 1182(a) (2). It also states that aliens found to be removable for being members of a terrorist organization, aggravated felons, aliens convicted of two or more CIMTs, drug traffickers or abusers, aliens convicted of firearms offenses, or aliens who are a threat to national security and foreign policy shall be taken into custody. Aliens identified under 8 U.S.C. Section 1226(c)(1) should not be released from custody before the completion of removal proceedings except in situations described under 8 U.S.C. Section 1226(c)(2).

(b) Detainers. Provisions for the issuance of detainers may be found in **8 C.F.R. 287.7**. Detainers are issued pursuant to 8 U.S.C. Sections 1226 and 1357. Any authorized Immigration and Customs Enforcement Officer/Agent may at any time issue a Form **I-247**, Immigration Detainer-Notice of Action, to any local, State, Federal law enforcement agency.

(c) A detainer advises another law enforcement agency that the ICE seeks custody of an alien presently in the custody of that agency, for the purpose of arresting and removing the alien. The detainer is a request that such agency advise ICE, before release of the alien, in order for the ICE to arrange to assume custody, in situations when gaining immediate physical custody is either impracticable or impossible.

(d) Availability of Records. For ICE to accurately determine the propriety of issuing a detainer, serving a Notice to Appear, or taking custody of an alien in accordance with the INA, the criminal justice agency requesting such action or informing ICE of a conviction or an act that renders an alien inadmissible or removable under any provision of law shall provide ICE with all documentary records and information available from the agency that reasonably relate to the alien's status in the United States or that may affect on conditions of release.

Temporary Detention at ICE Request. Upon a determination by ICE to issue a detainer for an alien not otherwise detained by a criminal justice agency, such agency shall maintain custody of the alien for a period not to exceed 48 hours, excluding Saturdays, Sundays, and holidays, to permit assumption of custody by the Agency. 8 CFR 287.7(d)

This SOP is a living document and can be amended as necessary. In case of changes or amendment, all affected parties will be notified.

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

From: (b)(6), (b)(7)c
Sent: Monday, May 20, 2013 5:23 PM
To: (b)(6), (b)(7)c
Subject: FW: Issuance of Criminal Alien Program Handbook

fyi

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

Acting Assistant Field Office Director
Immigration and Customs Enforcement
Otero County Processing Center
26 McGregor Range Rd.
Chaparral, NM 88081
Office 915-834- (b)(6), (b)(7)c
Cell 915-897- (b)(6), (b)(7)c

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

"Individual commitment to a group effort - that is what makes a team work, a company work, a society work, a civilization work." -Vince Lombardi

From: (b)(6), (b)(7)c
Sent: Monday, May 20, 2013 10:41 AM
To: (b)(6), (b)(7)c
Cc: (b)(6), (b)(7)c
Subject: FW: Issuance of Criminal Alien Program Handbook

This may be a duplicate e-mail for some of you, but I wanted to ensure you received this e-mail. Please ensure review and proper distribution.

Thank you

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

DFOD/FEP
915-726- (b)(6), (b)(7)c

From: (b)(6), (b)(7)c
Sent: Monday, May 20, 2013 10:11 AM
Subject: Issuance of Criminal Alien Program Handbook

The following message is sent on behalf of (b)(6), (b)(7)c (A) Assistant Director for Secure Communities and Enforcement, with the concurrence of Philip T. Miller, Assistant Director for Field Operations:

To: Assistant Directors, Field Office Directors, Deputy Field Office Directors, and Assistant Field Office Directors
Subject: Issuance of Criminal Alien Program Handbook

On May 14, 2013, (A) Assistant Director for Secure Communities and Enforcement, (b)(6), (b)(7)c signed the *Criminal Alien Program Handbook*. The Handbook provides procedures, best practices, and a list of related policies regarding Criminal Alien Program (CAP) duties. The Handbook focuses on the identification of criminal aliens, case preparation, and removal proceedings while still allowing for flexibility regarding established local operational procedures. The Handbook will be the base document for CAP training and operations at ERO field offices. While the document contains investigative tools and resources, it should not be considered an all-inclusive guide for conducting CAP operations.

The Handbook is available for view in the ERO Resource Library at the following link:

(b)(7)e

If you have any questions regarding the CAP Handbook, please contact (b)(6), (b)(7)c Criminal Alien Program Unit Chief at (202) 732-(b)(6), (b)(7)c (b)(6), (b)(7)c

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

From: (b)(6), (b)(7)c
Sent: Wednesday, May 22, 2013 6:01 AM
To: (b)(6), (b)(7)c
Subject: FW: Call up FEP 13-311 Criminal Alien Program Staffing / Workload Analysis
Attachments: CAP Questionnaire Job Aid.pdf; CAP Questionnaire Dashboard v1.xlsm; Call Up Sheet.doc

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

Supervisory Immigration Enforcement Agent
Department of Homeland Security
U.S. Immigration and Customs Enforcement
Enforcement and Removal Operations / Criminal Alien Program
6451 Boeing El Paso, TX 79925

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

915-881-(b)(6), (b)(7)c Office
915-726-(b)(6), (b)(7)c Cell
915-881-5596 or 5643 Fax

From: (b)(6), (b)(7)c
Sent: Tuesday, May 21, 2013 1:46 PM
To: (b)(6), (b)(7)c
Subject: FW: Call up FEP 13-311 Criminal Alien Program Staffing / Workload Analysis

Complete the attached questionnaire and sent it back to me. I would do it, however you have more knowledge than I do. Plus there is only 11 questions and they are multiple choice. I need it by tomorrow.

Thanks,

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

Supervisory Detention and Deportation Officer
Compliance Enforcement
DHS/ICE/ERO El Paso Field Office
915-881-(b)(6), (b)(7)c Office
915-239-(b)(6), (b)(7)c Cell



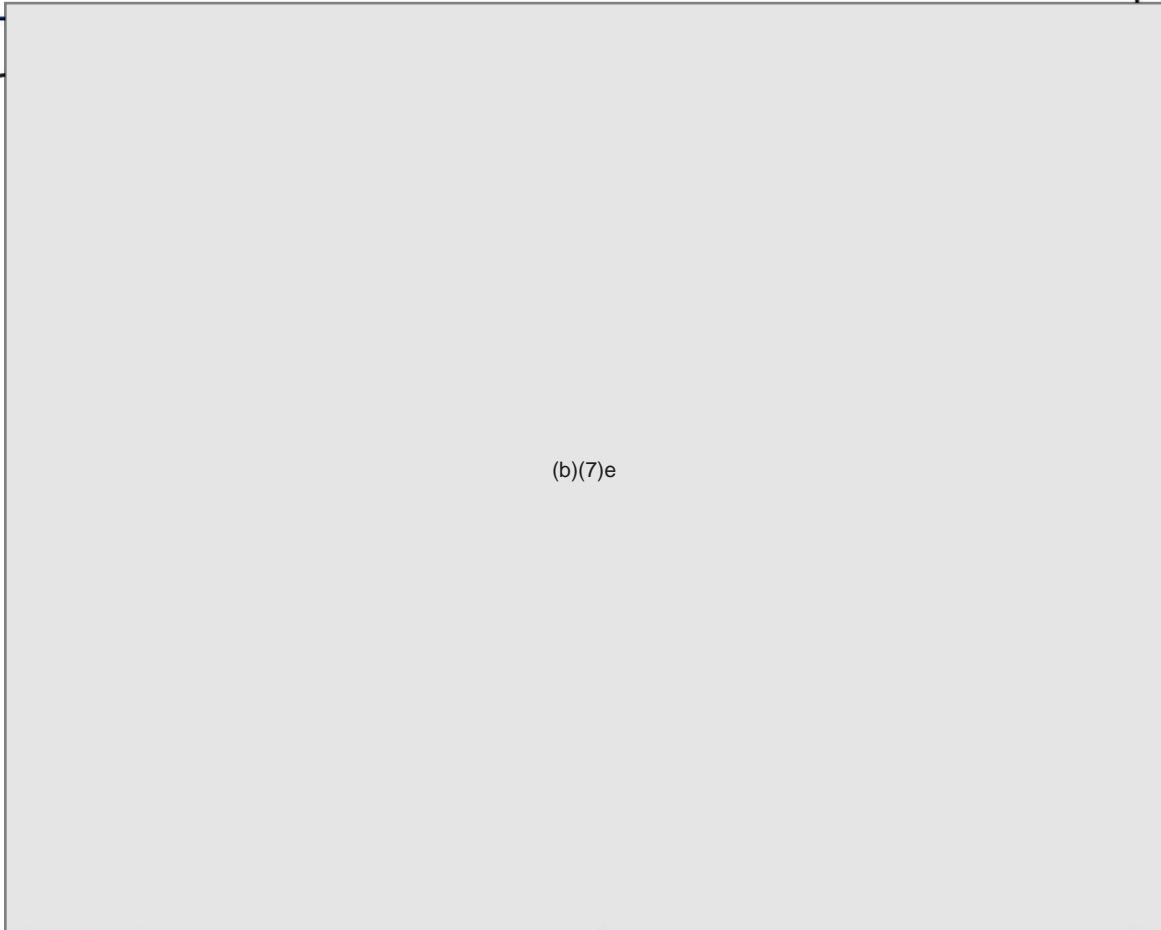
Overview: LESA is performing an analysis of the Criminal Alien Program (CAP) workload and workforce to assess whether CAP has enough resources to fulfill all of its current and future mission requirements.

Instructions:

Please [redacted] (b)(7)e [redacted] so that you can easily access it. Open the worksheet. [redacted] (b)(7)e

Then, please:

1. [redacted] (b)(7)e box 1 and select your AOR.
2. *Select whether you are in a Sub Office or Field Office.
3. Approximate the % of identified criminal aliens interviewed.
4. Approximate the % of identified criminal aliens encountered.
5. Indicate what percentage of the time CAP officers are on escort duty per month.
6. Indicate how many non-CAP FTEs perform screening duties.
7. Please select the time associated with:
 - a) A jail roster review
 - b) Biographic/Biometric checks
 - c) Detainer issuance
 - d) Transportation
 - e) Process a case/CDI
 - f) RCA
8. Indicate the approximate % of total time CAP officers spend on:
 - a) Secondary/ancillary duties
 - b) Firearms duty
 - c) Defensive tactics
 - d) COTR duties
 - e) Health/Safety Inspector duties
 - f) Union Representative duties
 - g) Vehicle Control Officer duties
 - h) Other activities
 - i) Please write in those additional activities
9. Please indicate whether you have noticed any workload trends over the past two years
10. Please indicate whether any trends are due to: PD or DACA
11. Please provide any additional information that might help CAP make determinations about CAP's current workload and recent workload trends



(b)(7)e

When you have completed the worksheet [redacted] (b)(7)e

(b)(6), (b)(7)c [redacted] with the name "CAP Questionnaire" and email the file to the Field Office Director (FOD) in your AOR. FODs, when you have received all submissions, please email the completed questionnaires to:

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

*Note: Fields 1-8h, 9 and 10 are drop down menus. [redacted] (b)(7)e [redacted] to access the drop down button, which will appear on the right of the field. Select an appropriate option. Fields 8i and 11 are write-in fields and you may write as much (or as little) as needed.

Resolving Issues: For assistance with the questionnaire, please contact [redacted] (b)(6), (b)(7)c [redacted] at: [redacted] (b)(6), (b)(7)c [redacted] Also, if you make any errors while filling out the form, you can select "Clear" to clear the form and restart.

Data Collection Interface for Rap Back

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

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

From: (b)(6), (b)(7)c
Sent: Tuesday, July 30, 2013 12:43 PM
To: (b)(6), (b)(7)c
Subject: FW: Friendly Reminder: Call up FEP 13-411 Detainer Tasking

Need a reply ASAP.

Thanks

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

(A)AFOD
915-225- office
915-726- cell

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

From: (b)(6), (b)(7)c
Sent: Tuesday, July 30, 2013 01:29 PM Eastern Standard Time
To: (b)(6), (b)(7)c
(b)(6), (b)(7)c
Cc: (b)(6), (b)(7)c
Subject: Friendly Reminder: Call up FEP 13-411 Detainer Tasking

If you have not submitted yet please do so

Thanks,

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

From: (b)(6), (b)(7)c
Sent: Friday, July 26, 2013 3:10 PM
To: (b)(6), (b)(7)c
Cc: (b)(6), (b)(7)c
Subject: Call up FEP 13-411 Detainer Tasking

*See tasking and attachment; response due July 30, 2013 at Noon. Negative response required.
Front office assistants will consolidate responses.*

Response required to each question below:

1. What, if any, challenges in implementing the new guidance and form have you experienced?

2. Since the issuance of the December guidance, have you created any local policies, procedures, supplemental guidance or training regarding the issuance of detainees? If so, please send a copy of the guidance or training materials with this response. Please also send any written guidance issued previously if it remains operative in your field office.
3. Does your office routinely conduct interviews prior to issuing a detainer?
 - A. If interviews are routinely conducted, how are they completed, i.e., telephonically, in person, etc.?
 - B. If interviews are not routinely conducted prior to issuing a detainer, what impediments prevent your offices from doing so?
 - C. If interviews are not routinely conducted prior to issuing a detainer, when are they conducted?

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

Staff Assistant

DHS/ICE/ERO

El Paso Field Office

1545 Hawkins Blvd.

El Paso, TX 79925

Office: 915 225 (b)(6), (b)(7)c

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

Sent: Friday, July 26, 2013 2:07 PM

Subject: FW: Detainer Tasking

Pls issue a call up to all AFOD's/A-AFOD's. Response required to each question below. Negative response required as well. We will consolidate here.

Due back 7/30/2013 Noon.

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

DFOD

915-225 (b)(6), (b)(7)c

915-726 (b)(6), (b)(7)c

From: ERO Taskings

Sent: Friday, July 26, 2013 1:58 PM

Subject: Detainer Tasking

The following message is being sent on behalf of (b)(6), (b)(7)c Assistant Director for Secure Communities and Enforcement, with the concurrence of Philip T. Miller, Assistant Director for Field Operations:

To: Field Office Directors, Deputy Field Office Directors

Subject: Six-Month Detainer Policy Review

On December 21, 2012, Director Morton issued a policy entitled Civil Immigration Enforcement: Guidance on the Use of Detainers in the Federal, State, Local, and Tribal Criminal Justice Systems. This memorandum provided national guidance on the use of detainers to ensure uniform adherence to ICE's Civil Immigration Enforcement Priorities. The policy requires a six-month review of the implementation and effect of this guidance to determine whether modifications, if any, are needed.

To effect this review each Field Office must respond to the below questions:

1. What, if any, challenges in implementing the new guidance and form have you experienced?
2. Since the issuance of the December guidance, have you created any local policies, procedures, supplemental guidance or training regarding the issuance of detainees? If so, please send a copy of the guidance or training materials with this response. Please also send any written guidance issued previously if it remains operative in your field office.
3. Does your office routinely conduct interviews prior to issuing a detainer?
 - A. If interviews are routinely conducted, how are they completed, i.e., telephonically, in person, etc.?
 - B. If interviews are not routinely conducted prior to issuing a detainer, what impediments prevent your offices from doing so?
 - C. If interviews are not routinely conducted prior to issuing a detainer, when are they conducted?

Please submit your responses by July 31, 2013, to the (b)(6), (b)(7)c mailbox at (b)(6), (b)(7)c

Questions regarding this message may be directed to your [CAP](#) point of contact.

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

From: (b)(6), (b)(7)c
Sent: Wednesday, February 03, 2010 10:59 AM
To: (b)(6), (b)(7)c
Subject: CAP Telecon

(b)(6), (b)(7)(C) AFOD
Albuquerque, NM
505-764-(b)(6), (b)(7)(C)

From: (b)(6), (b)(7)c
Sent: Tuesday, December 01, 2009 5:19 PM
To: (b)(6), (b)(7)c
Subject: FW: Update: FY10 CAP Conference Call Tasking

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

Acting Deputy Field Office Director

El Paso, TX

915-225-(b)(6), (b)(7)c office

915-225-1943 fax

915-487-(b)(6), (b)(7)c cell

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

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From: (b)(6), (b)(7)c
Sent: Tuesday, December 01, 2009 4:59 PM
To: (b)(6), (b)(7)c
Cc: (b)(6), (b)(7)c
Subject: FW: Update: FY10 CAP Conference Call Tasking

fyi

From: (b)(6), (b)(7)c
Sent: Tuesday, December 01, 2009 4:15 PM
To: (b)(6), (b)(7)c

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

Subject: Update: FY10 CAP Conference Call Tasking

The following message is forwarded on behalf of Thomas Homan, Assistant Director for Enforcement, and approved by Marc J. Moore, Assistant Director for Field Operations:

To: Field Office Directors and Deputy Field Office Directors:

On November 17, 2009, the Criminal Alien Program (CAP) sent a tasking to the attention of the Field Office Directors and the Deputy Field Office Directors 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 are meant to facilitate communication to discuss issues, answer questions and identify best practices with CAP supervisors.

Due to the 2009 holiday season, CAP conference calls for the month of December are cancelled; however, the conference calls will resume on January 6, 2010 at 11:00am EST.

Should you have any questions or concerns regarding CAP issues, you are encouraged to contact your CAP POC.

- (b)(6), (b)(7)c 202-732-(b)(6), (b)(7)c (PHO, ELP, HOU, SNA, NOL, MIA)
- (b)(6), (b)(7)c 202-732-(b)(6), (b)(7)c (CHI, DAL, DEN, DET, SLC, SPM)
- (b)(6), (b)(7)c 202-732-(b)(6), (b)(7)c (ATL, LOS, PHL, SND, SEA, SFR)
- (b)(6), (b)(7)c 202-732-(b)(6), (b)(7)c (BOS, BUF, NYC, NEW, BAL, WAS)

Please use the below information to access the teleconference:

Call in number: (b)(7)e

Participant number: (b)(7)e

Thank you for your cooperation. Please direct any questions to Acting CAP Operations Unit Chief (b)(6), (b)(7)c via e-mail at 202-732-(b)(6), (b)(7)c

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

From:

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

Sent:

Tuesday, March 13, 2012 4:20 PM

Subject:

Enforcement and Removals Operations (ERO) Progress

The following message is being sent by Gary Mead, Executive Associate Director, Enforcement and Removal Operations (ERO).

To: All ERO Employees

Subject: ERO Progress

As you know, in Fiscal Year (FY) 2011, we removed nearly 397,000 aliens, the largest number of aliens subject to removal in ICE's history. Thanks to your efforts, approximately 55 percent—more than 216,000—of those removed were convicted criminals. Since, according to national reports, more than 50 percent of those convicted criminals would have re-offended within three years, your efforts have increased public safety in our communities. We also achieved positive results with regard to our other enforcement priorities, including fugitives, previously removed aliens, and recent border entrants.

For FY 2012, to further the safety of our communities, it is my goal to build upon our past success and surpass last year's accomplishments. This year we should effect nearly 225,000 convicted criminal alien departures and increase the percentage of alien departures for other priority cases. As of last week, we have removed more than 82,000 convicted criminal aliens.

While we continue to strive to do more during the remainder of FY 2012 to successfully carry out our mission and achieve our goals, I think we have started the year off well, as reflected below in some of your "Significant Events" from January and February. Thank you for the tremendous work you have already done and will continue to do to further protect public safety and national security.

Significant Events

- Immigration Enforcement Agent Class 202's graduation on February 8, 2012 - Director John Morton was the keynote speaker and I, along with the Field Office Directors gaining new Immigration Enforcement Agents, proudly attended. We will continue bringing leadership in to mark such important occasions.
- As of early March, Secure Communities interoperability – an identification tool that assists you in identifying criminal aliens for removal – has been activated in a total of 2,385 jurisdictions and has been fully deployed in 31 states and one territory, covering more than 83 percent of the foreign-born non-citizen population. Nation-wide activation is expected by FY 2013.
- High Profile Arrests and Removals
 - The Houston Field Office arrested and detained three subjects, two of which were wanted in Mexico for homicide. They are all currently detained pending the outcome of proceedings or a reinstatement of a prior order of removal.
 - The Detroit Field Office arrested and detained a legal permanent resident who had recently been convicted of possession of a controlled substance. The subject will remain in custody pending

the outcome of his removal proceedings. Additionally, this enforcement action led to a further investigation resulting in the seizure of 27 weapons.

- The Seattle Field Office removed (b)(6), (b)(7)c to Mexico. (b)(6), (b)(7)c (b)(6), (b)(7)c linked to the killing of a Texas teen five years ago, had just fulfilled a 50-month sentence imposed following his conviction for attempted first degree sexual abuse. Related news release: <http://www.ice.gov/news/releases/1202/120203portland.htm>
 - The Salt Lake City Field Office removed (b)(6), (b)(7)c to the Philippines where he was wanted for three counts of murder.
 - The San Diego Field Office removed (b)(6), (b)(7)c to Mexico where he was wanted for violations of parole related to narcotics trafficking.
 - The El Paso Field Office removed (b)(6), (b)(7)c to Mexico where he was wanted for alien smuggling.
 - The New York Field Office arrested a citizen of El Salvador who was wanted for aggravated homicide in El Salvador. The individual was served with a Notice to Appear and will remain in ICE custody pending the outcome of removal proceedings.
- To further enhance our public safety mission, ERO will soon be taking on parole and probation enforcement responsibility from ICE Homeland Security Investigations. With your experience in identifying, investigating, arresting and removing criminal aliens, ERO is in the best position to target this at-large population.

Thank you again for your dedicated service to the ERO mission. I look forward to the continued success we will achieve throughout the year. In closing, I leave you with a trivia question that will be answered in my next monthly message. Which president moved the Immigration and Naturalization Service from the Department of Labor to the Department of Justice?

Gary Mead
ERO Executive Associate Director
U.S. Immigration and Customs Enforcement

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

From: (b)(6), (b)(7)c
Sent: Tuesday, March 02, 2010 8:22 AM
To: (b)(6), (b)(7)c
Cc:
Subject: FW: Call Up FEP: 10-129 First Quarter Data Quality Report
Attachments: 2009_09_02_17_49_31 (2).pdf - Adobe Acrobat Standard.pdf; CALL-UP SHEET.doc; Copy of Copy of El Paso AOR - Q1FY10.xls

Here is the corrected spreadsheet.

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

Supervisory Detention & Deportation Officer
U.S. Immigration and Customs Enforcement
Detention and Removal Operations
CAP, VCAS, IHP, IRP & Secure Communities
8915 Montana Ave., El Paso, Texas 79925
(915) 225- (b)(6), (b)(7)c office, (915) 892- (b)(6), (b)(7)c cell

From: (b)(6), (b)(7)c
Sent: Monday, February 22, 2010 8:42 AM
To: (b)(6), (b)(7)c
Subject: FW: Call Up FEP: 10-129 First Quarter Data Quality Report

This needs to be done by March 1st.

From: (b)(6), (b)(7)c
Sent: Thursday, February 18, 2010 11:47 AM
To: (b)(6), (b)(7)c
Cc: (b)(6), (b)(7)c
Subject: Call Up FEP: 10-129 First Quarter Data Quality Report

See all Attachments

(b)(6), (b)(7)c
Mission Support Assistant
DHS/ICE/DRO
El Paso Field Office
1545 Hawkins Blvd.
El Paso, TX 79925
(915) 225- (b)(6), (b)(7)c
Fax: (915) 225-1809

From: (b)(6), (b)(7)c
Sent: Thursday, February 18, 2010 1:06 PM
To: (b)(6), (b)(7)c
Cc:
Subject: FW: First Quarter Data Quality Report

Please assign call-up to AFODs (b)(6), (b)(7)c for March 1st, 2010.

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

Acting Deputy Field Office Director
1545 Hawkins Blvd.
El Paso, TX 79925
915-225-1000 office
915-225-1943 fax
915-487-1000 cell

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

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From: (b)(6), (b)(7)c
Sent: Thursday, February 18, 2010 10:53 AM
Subject: First Quarter Data Quality Report

The following message is being sent on behalf of Thomas D. Homan, Assistant Director for Enforcement, and approved by Marc J. Moore, Assistant Director for Field Operations:

To: Field Office Directors and Deputy Field Office Directors

Subject: Data Quality Report

Background:

The Criminal Alien Program (CAP) provides ICE-wide direction and support in the identification and arrest of criminal aliens who are incarcerated within Federal, state, and local prisons and jails. It is incumbent upon ICE to ensure that all efforts are made to arrest and remove these individuals from the community by securing a final order of removal prior to the termination of their period of imprisonment. The identification and processing of incarcerated criminal aliens, prior to release from jails and prisons, decreases or eliminates the time spent in ICE custody, reducing the overall cost to the Federal Government.

In order to standardize database input, ensure data integrity and modernize the abilities of DRO to capture statistics, CAP has superseded the July 11, 2006, memorandum entitled *Criminal Alien Program (CAP) Case Identification* with the attached memorandum titled *Updated Directives for the Criminal Alien Program (CAP) Case Identification in ENFORCE*, as well as the processing manual.

As enforcement activities are expanded, it is necessary to accurately capture and update information in the ENFORCE. Making certain that this data is correctly captured and updated will both ensure management data integrity and provide a reliable data tracking method. To ensure that ENFORCE contains the most up to date information it is also the responsibility of ICE officers to properly book subjects in NCIC and submit final dispositions to CJIS.

The attached file contains the quarterly totals as archived for CAP removals, encounters, detainers and charging documents. Errors have been highlighted in yellow and tallied in the summary page. The summary page depicts

an overview of your field office's overall CAP efficiencies and criminality breakdown. It is requested that the errors be corrected by March 1, 2010.

As the fiscal year progresses, CAP will continue to provide support to the field offices in the creation of automated reporting and statistical gathering methodologies as well as guidance to assist in disseminating best practices and training among all the field offices.

If you have any questions or concerns please feel free to contact me.

Thank you

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

(A) Unit Chief

CAP Operations

Criminal Alien Division

Detention and Removal Operations

202-732-

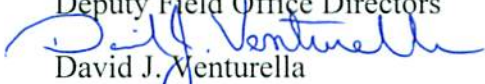
(b)(6), (b)(7)c



U.S. Immigration
and Customs
Enforcement

SEP 1 2009

MEMORANDUM FOR: Field Office Directors
Deputy Field Office Directors

FROM: 
David J. Menturella
Acting Director

SUBJECT: Updated directives for the Criminal Alien Program Case
Identification in ENFORCE

Purpose

This memorandum and attached reference guide provides guidance for Office of Detention and Removal Operations (DRO) personnel regarding the processing of all Criminal Alien Program (CAP), Joint Criminal Alien Removal Taskforce (JCART), and Violent Criminal Alien Section (VCAS) cases in the Enforcement Case Tracking System (ENFORCE). This guidance supersedes the July 11, 2006, memorandum issued by John P. Torres titled "Criminal Alien Program (CAP) Case Identification in ENFORCE".

Background

One of the most important mandates of U.S. Immigration and Customs Enforcement (ICE) is the enhancement of public safety and the security of the American public. The broad authority of ICE allows for the identification and removal of dangerous, often recidivist, criminals engaged in crimes that have a profoundly negative impact on our society. A large component of this enforcement effort is identification and processing of criminal aliens incarcerated in Federal, state and local facilities. As enforcement activities are expanded, it is necessary to effectively track arrests and cases processed through ENFORCE. With continued efforts from ICE'S field offices and the ongoing cooperation by local and state authorities acting under Section 287(g) of the Immigration and Nationality Act (INA), ICE will continue to improve its efforts through CAP to effectively track cases arrested and processed by DRO in ENFORCE for the purposes of performance measurements, resource allocation, statistical tracking and assigning personnel.

The operational components within CAP, as well as the continued partnership with Secure Communities and the Office of State and Local Coordination, provide ICE-wide direction and support in the statistical tracking, identification, apprehension, detention, and prosecution of criminal aliens at large within the United States leading to their removal.

Discussion

All processing begins at the initial event screen to ensure proper event creation. The reference guide attached to this document is designed to guide all officers in the proper procedures for processing aliens within ENFORCE for CAP, VCAS, JCART, LEAR, and the NFOP. Data

Updated directives Criminal Alien Program (CAP) Case Identification and Processing Directives
in ENFORCE

Page 2

Systems Administrators will ensure all DRO users are assigned to ENFORCE locations with a (b)(7)e Sub-offices currently using (b)(7)e will be temporarily accepted until further notice. All other program codes will not be accepted and will be considered errors.

This manual and any subsequent versions will serve as the sole means in which statistical information is recorded within ENFORCE which will be monitored through monthly data quality assessments. These assessments will be forwarded to the appropriate Field Office Director, who will be responsible for correcting the errors found and returning notification of the completion of those corrections to the (b)(6), (b)(7)c mailbox within one (1) week of receipt.

Please direct any questions to (b)(6), (b)(7)c Acting Unit Chief, CAP Operations at 202-732-(b)(6), (b)(7)c via email, (b)(6), (b)(7)c



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

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

**QUICK REFERENCE
PROCESSING GUIDE**

Version 1



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 [REDACTED] (b)(7)e

1. [REDACTED] (b)(6), (b)(7)c
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, 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 (DO NOT begin by selecting

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)
 2. **CST** (CAP STATE)
 3. **CFD** (CAP FEDERAL)
 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. **“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



9. "Operation" field- select only the following.

- 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.
- "Secure Communities" for all Secure Communities initiated events.

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

10. "Site"- Select or type the local district office in the assigned AOR with appropriate (b)(7)e

(b)(7)e

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

11. "Landmark"- Select the appropriate area for the initial encounter.

12. "Place of Apprehension or Seizure"- Type the arrest location.

13. "Received by", "Primary Agent" and "Event Supervisor" should be the case agent, case agent and case supervisor, respectfully.

A. (b)(7)e Note the **EVENT** number assigned at the top of the screen for future reference.



- B.
On the subject information screen:
- C. Input the first subject's control name, first name, middle name (optional), sex, primary citizenship, subject role, and date of birth. All other fields can be skipped at this point.
- D.
- E. If there are multiple subjects, you can now
 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.
- F. 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. after entering the charge/conviction
 - f. Press the
2. Press the Tab
 - 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 TAB**:



(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 be 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. (b)(7)e and enter the immigration status
- B. (b)(7)e until the Site is selected (Ensure that (b)(7)e is selected)
- C. (b)(7)e and select the appropriate landmark.
- D. (b)(7)e to the **“NON INS LAWS- OFFENSE”**
 - 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. select the appropriate severity level above.

F. and then select ***“Degree”***

- 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,

(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. (b)(7)e 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



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



U.S. Immigration and Customs Enforcement

Criminal Alien Program/Fugitive Operations (CAP/FUGOPS)

QUICK REFERENCE PROCESSING GUIDE

Version 1

Pages 121 through 134 redacted for the following reasons:

(b)(5)

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

From: (b)(6), (b)(7)c
Sent: Tuesday, June 04, 2013 5:42 PM
To: (b)(6), (b)(7)c
Subject: FW: Cancellation of the Criminal Alien Removal Initiative (CARI) Weekly Report of Significant Arrests

Here ya go finally

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

915-726 (b)(6), (b)(7)c

From: (b)(6), (b)(7)c
Sent: Tuesday, June 04, 2013 3:39 PM
To: (b)(6), (b)(7)c
Subject: RE: Cancellation of the Criminal Alien Removal Initiative (CARI) Weekly Report of Significant Arrests

Ditto, please give the AFODs the good news.

(b)(6), (b)(7)c
DFOD/FEP
915-726 (b)(6), (b)(7)c

From: (b)(6), (b)(7)c
Sent: Tuesday, June 04, 2013 1:57 PM
To: (b)(6), (b)(7)c
Subject: FW: Cancellation of the Criminal Alien Removal Initiative (CARI) Weekly Report of Significant Arrests

Thank God

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

From: (b)(6), (b)(7)c
Sent: Tuesday, June 04, 2013 03:50 PM Eastern Standard Time
To: (b)(6), (b)(7)c
Cc: (b)(6), (b)(7)c
Subject: FW: Cancellation of the Criminal Alien Removal Initiative (CARI) Weekly Report of Significant Arrests

FYI

(b)(6), (b)(7)c Special Assistant
El Paso Field Office, 915-225 (b)(6), (b)(7)c
915-487 (b)(6), (b)(7)c (mobile)
(b)(6), (b)(7)c

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

Sent: Tuesday, June 04, 2013 12:19 PM

Subject: Cancellation of the Criminal Alien Removal Initiative (CARI) Weekly Report of Significant Arrests

The following message is being sent on behalf of (b)(6), (b)(7)c Acting Assistant Director for Secure Communities and Enforcement, with the concurrence of Philip T. Miller, Assistant Director for Field Operations

To: Field Office Directors and Deputy Field Office Directors

Subject: Cancellation of the Criminal Alien Removal Initiative (CARI) Weekly Report of Significant Arrests

Effective June 4, 2013, the CARI Weekly Report of Significant Arrest is cancelled. Enforcement and Removal Operations (ERO) is able to capture this data using the field office Significant ERO Enforcement Actions Report. **This cancellation does not change the reporting requirement for the Significant ERO Enforcement Actions Report.**

Thank you for your cooperation over the last year in submitting this report. Any questions or concerns related to this action, please contact the National Fugitive Operations Program, Unit Chief, (b)(6), (b)(7)c at (202) 732-(b)(6), (b)(7)c or via email at

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

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

Sent: Thursday, June 07, 2012 3:48 PM

Subject: Criminal Alien Removal Initiative Weekly Report of Significant Arrests

This message is sent on behalf of Gregory J. Archambeault, Assistant Director for Secure Communities and Enforcement and approved by David J. Venturella, Assistant Director for Field Operations:

To: Field Office Directors and Deputy Field Office Directors

Subject: Criminal Alien Removal Initiative Weekly Report of Significant Arrests

ERO has been asked to provide weekly information on significant arrests that occur during the Criminal Alien Removal Initiative (CARI).

Effective Monday June 11, 2012, each field office is expected to provide a brief summary of the most significant arrest within their AOR related to Operation CARI. If field offices have multiple arrests that meet the criteria, please provide a bullet on each.

The criteria for reporting these arrests are those aliens convicted of felony offenses, with a particular emphasis on violent criminal felons (murder, rape, assault, etc....) and/or repeat felony offenders.

Please send your responses to the (b)(6), (b)(7)c mailbox as found in the Microsoft Outlook Global Address List **by the close of business every Friday**. In addition, in your daily submissions, please

provide point of contact in your field office that HQ NFOP can contact with questions on your submission. **This is a new report; field offices are still expected to continue reporting on any Significant Events that occur within their field offices on a daily basis to the (b)(6), (b)(7)c mailbox.**

Below are some examples of responses we would like to receive:

- ERO Seattle - CARI Arrest – On June 4, 2012, ERO Seattle arrested (b)(6), (b)(7)c (b)(6), (b)(7)c a citizen of Mexico who was convicted for the murder of her three year old son. ERO Seattle served (b)(6), (b)(7)c a Notice to Appear and she will remain in custody pending the outcome of her removal proceedings. **Media Note:** No media attention is expected as a result of this arrest.
- ERO Philadelphia – CARI Arrest – On June 5, 2012, ERO Philadelphia arrested (b)(6), (b)(7)c (b)(6), (b)(7)c a citizen of Jamaica who illegally reentered the United States after being removed. (b)(6), (b)(7)c was convicted of assault and battery. ERO Philadelphia will present (b)(6), (b)(7)c for prosecution in the U.S. District Court for the Eastern District of Pennsylvania. **Media Note:** No media attention is expected as a result of this arrest.
- ERO Baltimore – CARI Arrest – On June 4, 2012, ERO Baltimore arrested (b)(6), (b)(7)c (b)(6), (b)(7)c a citizen of Pakistan with a final order of removal. (b)(6), (b)(7)c was convicted of rape. (b)(6), (b)(7)c will remain in custody pending his removal from the US. **Media Note:** No media attention is expected as a result of this removal.

Should you have any questions regarding this task please contact NFOP Unit Chief, (b)(6), (b)(7)c at 202-730-(b)(6), (b)(7)c or via email at (b)(6), (b)(7)c

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

From: (b)(6), (b)(7)c
Sent: Thursday, June 14, 2012 12:49 PM
To: (b)(6), (b)(7)c
Subject: FW: FOR REVIEW AND APPROVAL: FOR YOUR REVIEW: New Format- ERO Operational Calendar Report
Attachments: ERO Anticipated Operational Activity 6-8-12.docx; FW: Clarification

Reminder:
This is due today....

Along with the Chief of Staff report.

From: (b)(6), (b)(7)c
Sent: Friday, June 08, 2012 1:14 PM
To: (b)(6), (b)(7)c
Cc: (b)(6), (b)(7)c
Subject: FW: FOR REVIEW AND APPROVAL: FOR YOUR REVIEW: New Format- ERO Operational Calendar Report

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

- Please see the attached word doc. As the event unfolds or is over we need to ensure that we close annotate our number under the "Total Arrest as of"
- Egregious cases go on the Significant Report unless reporting on an approved HQ RTS/CAP surge or P&P ops.
- At this time CARI will report/list level 1 & 2 only. If you encounter level 3 you can arrest and then use the proper protocols for detention or PD
- On Monday, June 11, 2012, the "Daily Significant Enf. Action" report will go AFOD/COS (b)(6), (b)(7)c will review and forward to the ERO Operations Center

I have also attached the latest clarification for level 1& 2 CARI cases and CAP/SC/VCAS/JPATS/287G. pls conform per the above and attachments

Thx

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

Acting DFOD

915-225

915-726 (b)(6), (b)(7)c

From: (b)(6), (b)(7)c
Sent: Wednesday, January 25, 2012 12:30 PM
Subject: New Format - ERO Operational Calendar Report

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: **Addendum to the New Format for the ERO Operational Calendar:**

Starting immediately, all submissions for the Operational Calendar will be due to the (b)(6), (b)(7)c
(b)(6), (b)(7)c **by close of business (COB) on Fridays.**

If a holiday should fall on either a Friday or a Monday, then your submission must be received no later than COB on Thursday.

Your continued assistance is appreciated. The Operational Calendar continues to evolve in order to provide the Director's Office with ERO operational information.

If you have any questions, please contact the ERO Operations Center by email at (b)(6), (b)(7)c or (b)(6), (b)(7)c at (202) 732-(b)(6), (b)(7)c or via email at (b)(6), (b)(7)c

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: **Addendum to the New Format for the ERO Operational Calendar:**

Starting immediately, all submissions for Operational Calendar will require that target lists be vetted for possible prosecutorial discretion consideration and to ensure that they meet the ERO priorities. Additionally, all Operational Calendar submissions must include the verbiage below indicating that the target list as well as the individuals upon arrest were vetted against prosecutorial discretion consideration factors.

"Each target was vetted that it meets ICE priorities and for prosecutorial discretion factors prior to being targeted for the operation" and "all arrests were vetted that they meet ICE priorities and for prosecutorial discretion factors at the time of encounter"

If you have any questions, please contact the ERO Operations Center by email at (b)(6), (b)(7)c

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

Sent: Tuesday, December 27, 2011 1:54 PM

Subject: New Format - ERO Operational Calendar Report

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: **New Format - ERO Operational Calendar Report**

Starting immediately, Field Offices must report all enforcement operations utilizing the attached format.

Please provide a weekly submission of anticipated enforcement operations utilizing the attached template. Negative responses are required. Please ensure that the reporting period covers **a five week** period. The previous week to include the results of any operations and four weeks out from the due date.

Examples of enforcement events include, but are not limited to:

- Fugitive Operations
- Enhanced CAP Surges
- Joint Operations with other DHS, Federal, State or Local Law Enforcement Agencies
- Probation/Parole Operations
- Cross-Check Operations
- Any other event or operation you feel is significant

In the report, please provide the following: (as appropriate)

- **Office Event Description:** *(Describe the enforcement event. See attached template.)*
- **Location:** *(City and State of the operation)*
- **Projected Date:** *(Start and end dates of the operation)*
- **Expected Media Coverage:** *(Describe the level of media coverage expected. Include information regarding recent significant stories on immigration in the local area.)*
- **Juvenile presence expected:** *(Describe the likelihood of encountering children during the operation.)*
- **Sensitive locations:** *(Describe the likelihood of the operation occurring at or near sensitive locations.)*
- **Anticipated Detainers/Arrests:** *(for CAP Surge operations)*
- **Total Targets:**
- **Targets by priority:**
 - Level 1 criminal alien:
 - Level 2 criminal alien:
 - Level 3 criminal alien:
 - Fugitive aliens:
 - Re-entries:
 - Recent Border Entrants:
- **Total Arrests as of:**
- **Arrests by priority:**
 - Level 1 criminal alien:
 - Level 2 criminal alien:
 - Level 3 criminal alien:
 - Fugitive aliens:
 - Re-entries:
 - Recent Border Entrants:
- **Total Detainers/Arrests as of:** *(for CAP Surge operations)*

This will be a recurring report that will be due every **Friday by close of business**. Please submit your responses to the (b)(6), (b)(7)c mailbox. For holidays that occur on a **Friday or Monday**, the tasking will be due on the **previous Thursday**.

If you have any questions, please contact the ERO Operations Center by email at (b)(6), (b)(7)c or (b)(6), (b)(7)c (202) 732- (b)(6), (b)(7)c or via email at (b)(6), (b)(7)c

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~~to FOUO information and is not to be released to the public or other personnel who do not have a valid "need-to-know" without prior approval of an authorized DHS official. No portion of this report should be furnished to the media, either in written or verbal form.~~

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

From: (b)(6), (b)(7)c
Sent: Friday, June 08, 2012 2:39 PM
To: (b)(6), (b)(7)c
Cc: (b)(6), (b)(7)c
Subject: FW: Clarification

fyi

From: Venturella, David
Sent: Friday, June 08, 2012 9:31 AM
To: (b)(6), (b)(7)c; Aitken, Timothy S; (b)(6), (b)(7)c
(b)(6), (b)(7)c
(b)(6), (b)(7)c; **MACIAS, ADRIAN;** (b)(6), (b)(7)c
(b)(6), (b)(7)c; Skinner, Felicia S; (b)(6), (b)(7)c
Cc: (b)(6), (b)(7)c
Subject: Clarification

All,

There has been a number of questions raised by the Field to HQ regarding the May 29th email from Director Mead which specified the targeting of Level 1 and Level 2 criminal aliens. AD Greg Archambeault and I met with Mr. Mead and Mr. Homan yesterday on this particular subject. For clarification, the **targeting** restriction of Level 1s and 2s only applies to Fug Ops activities and teams. There are no **targeting** restrictions that apply to other ERO enforcement activities related to criminal aliens (CAP, 287g, Secure Communities, VCAS, JCART).

I understand that in reality, the separation of Fug Ops and CAP activities which target at large criminal aliens in the field may be difficult to achieve and report but I believe it can be easily addressed in the assignment of targets – i.e. assign at large Level 1 and Level 2 targets to the Fug Ops teams and Level 3 to CAP teams.

If this has only confused this issue more, then please see me Monday, June 18th at the NSA conference to discuss further. I will be holding my last FOD meeting around 5:00 pm in the lobby of the Radisson Hotel.

David J. Venturella
Assistant Director-Field Operations
Office of Enforcement & Removal Operations

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

From: (b)(6), (b)(7)c
Sent: Tuesday, September 25, 2012 7:53 PM
To: (b)(6), (b)(7)c
Cc:
Subject: Re: ATD Request

Thanks for your prompt reply (b)(6), (b)(7)c. You called me last week to discuss a case and obviously I dropped the ball.

Please relay to your unit to notify (b)(6), (b)(7)c via email as soon as an ATD participant gets arrested. This will give us ample time to make an educated decision prior to the subject(s) release.

Thanks once again brother.

From: (b)(6), (b)(7)c
Sent: Tuesday, September 25, 2012 07:05 PM
To: (b)(6), (b)(7)c
Cc:
Subject: RE: ATD Request

10-4 I will inform all of our CAP programs of this practice for all ATD cases. Just to be sure even of the subject gets released on a midnight shift, you still want our officers to call the ATD officer for notification so that a decision can be made of whether or not to place them in camp? Or do you want our program to notify ATD on the date of the arrest?

(b)(6), (b)(7)c / Deportation Officer
Department of Homeland Security
Immigration & Customs Enforcement
El Paso Field Office/Criminal Alien Program/Prosecutions
6451 Boeing Blvd El Paso, Texas 79925
Office: 915-884-(b)(6), (b)(7)c
Cell: 915-269-(b)(6), (b)(7)c
(b)(6), (b)(7)c

From: (b)(6), (b)(7)c
Sent: Tuesday, September 25, 2012 5:00 PM
To: (b)(6), (b)(7)c
Cc:
Subject: FW: ATD Request

10-4 (b)(6), (b)(7)c

Enforcement please see below, your assistance is needed by our ATD program. thx

(b)(6), (b)(7)c SDDO
Office 915-225-(b)(6), (b)(7)c
Cell 915-727-(b)(6), (b)(7)c

From: (b)(6), (b)(7)c
Sent: Tuesday, September 25, 2012 4:11 PM
To: (b)(6), (b)(7)c
Subject: FW: ATD Request

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

I discussed a couple of cases with Officer (b)(6), (b)(7)c about subjects enrolled in the ATD program that apparently were arrested and subsequently released from the Annex and County Jail. The ATD program requires just a simple heads up to be able to monitor subjects enrolled in ATD who get arrested. When a subject enrolled in ATD gets arrested, Officer (b)(6), (b)(7)c should notify ISAP to prevent any charges while a subject is in custody; furthermore, this would give us all a chance to reevaluate the case for possible placement at the EPC, depending on the crime a subject was charged/arrested for as well as the subject's prior criminal history.

I'm hoping you could relay this information to all other (enforcement) units to give Officer (b)(6), (b)(7)c a courtesy call and a chance to evaluate each individual case, regardless of the disposition and for statistical purposes. I spoke (b)(6), (b)(7)c a week to discuss a case, unfortunately, we both forgot to notify Officer (b)(6), (b)(7)c of the subject's arrest, my bad.

Thank you,

(b)(6), (b)(7)c
Supervisory Detention and Deportation Officer
DHS/ICE
8915 Montana Ave
El Paso, TX 79925
Office: 915-225-(b)(6), (b)(7)c
Cell: 915-203-(b)(6), (b)(7)c
Fax: 915-225-1995

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

From: (b)(6), (b)(7)c
Sent: Tuesday, September 25, 2012 3:39 PM
To: (b)(6), (b)(7)c
Subject: ATD Request

Sir,

In the last couple of weeks I have had several different Subjects get arrested for various criminal violations. I would like to respectfully request that if ICE/CAP or any other Agency come in contact with an ATD participant to please advise me at their earliest convenience. I am aware that ICE/CAP updates EARM but if I don't catch it that same day or the following day the Agency will still be charged for the Subject's monitoring.

As per DO (b)(6), (b)(7)c ICE/CAP has been instructed that unless a non-detained subject has been convicted they are not to be placed in the camp.

As per HQ guidance **ATD Mead Guidance from 29 May 2012:**

- a. All CAP and FugOps teams are to coordinate with ATD to refer cases for enrollment consideration. Any alien that is not held in custody should be referred for evaluations.

Attached is the BI ISAP Program Rules and also the ATD HQ Guidance.

Thanks

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

Deportation Officer
El Paso Resident Office
Non-Detained /ATD Unit
(915)225-[redacted] Office
(915)892-[redacted] Cell
(915)225-1995 Fax

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

From: (b)(6), (b)(7)c
Sent: Tuesday, August 27, 2013 1:45 PM
To: (b)(6), (b)(7)c
Subject: RE: Call up FEP 13-448 Atlanta CAP Surge Operation - Request for Detailers
Attachments: Copy of CAP Surge TDY List (lbh).xlsx

For submission.

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

915-225-^{(b)(6), (b)(7)c} office
915-892-^{(b)(6), (b)(7)c} cell

From: (b)(6), (b)(7)c
Sent: Tuesday, August 27, 2013 11:13 AM
To: (b)(6), (b)(7)c
Cc: (b)(6), (b)(7)c
Subject: FW: Call up FEP 13-448 Atlanta CAP Surge Operation - Request for Detailers
Importance: High

Did you all get this?

From: (b)(6), (b)(7)c
Sent: Friday, August 23, 2013 3:27 PM
To: (b)(6), (b)(7)c
Cc: MACIAS, ADRIAN; (b)(6), (b)(7)c
Subject: Call up FEP 13-448 Atlanta CAP Surge Operation - Request for Detailers
Importance: High

See tasking and attachments; call up is due 8/27/13 at Noon.

Canvass your staff for volunteers and submit the nominees in selection order via the attached spreadsheet. Ensure qualifications are verified.

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

Staff Assistant
DHS/ICE/ERO
El Paso Field Office
1545 Hawkins Blvd.
El Paso, TX 79925
Office: 915 225-^{(b)(6), (b)(7)c}

From: (b)(6), (b)(7)c
Sent: Friday, August 23, 2013 3:02 PM
To: (b)(6), (b)(7)c
Cc: (b)(6), (b)(7)c
Subject: FW: Atlanta CAP Surge Operation - Request for Detailers
Importance: High

This should have gone to all AFODs as well. Nominations should be sent to FOD noon Tuesday, need to verify qualifications and submission to HQ by front office.

(b)(6), (b)(7)c
DFOD/FEP
915-726 (b)(6), (b)(7)c

From: (b)(6), (b)(7)c
Sent: Friday, August 23, 2013 10:01 AM
Subject: Atlanta CAP Surge Operation - Request for Detailers
Importance: High

The following message is being sent on behalf of Matthew T. Albence, Assistant Director for Secure Communities and Enforcement, with concurrence of Philip T. Miller, Assistant Director for Field Operations:

To: Field Office Directors, Deputy Field Office Directors, and Assistant Field Office Directors

Subject: Atlanta CAP Surge Operation - Request for Detailers

The Criminal Alien Program (CAP) will be conducting CAP surge operations in the Atlanta, Los Angeles, Miami and Philadelphia Field Offices during the month of September. In order to fully support this initiative, Atlanta will require additional personnel from other field offices not conducting HQ-approved surge operations.

All field offices not participating in this surge are required to nominate at least one Supervisory Detention and Deportation Officer, one Deportation Officer, and one Immigration Enforcement Agent for consideration. Nominees must be proficient with CAP-related functions and have at least one year of hands-on CAP experience. The detail will take place September 3-20, 2013 – travel dates inclusive.

To submit your nomination, please complete the attached CAP Surge Temporary Duty (TDY) spreadsheet and email it to the (b)(6), (b)(7)c Mailbox at (b)(6), (b)(7)c by **12 Noon EDT on Wednesday August 28, 2013**. Once all TDY personnel have been identified, information regarding travel dates, lodging, transportation, funding codes, and other administrative items will be provided to field office leadership and travelers.

If you require any additional information or have questions regarding this detail, you may contact (A) Unit Chief (b)(6), (b)(7)c or via phone at (202) 732 (b)(6), (b)(7)c

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

From: (b)(6), (b)(7)c
Sent: Thursday, February 02, 2012 9:17 PM
To: (b)(6), (b)(7)c
Subject: Re: Call up FEP-12-171 FY12 Enforcement Plan Questionnaire

Wow that is very good. Our population has dropped some much that court dates are quick

Thanks for all the great work

(b)(6), (b)(7)c
AFOD
915 726 (b)(6), (b)(7)c

From: (b)(6), (b)(7)c
Sent: Thursday, February 02, 2012 08:23 PM
To: (b)(6), (b)(7)c
Subject: FW: Call up FEP-12-171 FY12 Enforcement Plan Questionnaire

LOS for Non Priority Removal Aliens:
Based on Date Booked in to Date Booked out = total days divided by number of cases = average LOS. 12,299 cases/76,030 days = 6.18 avg LOS

LOS for Criminal Alien removals:
Based on Date Booked in to Date Booked out = total days divided by number of cases = average LOS. 9,770 cases/84056 days = 8.6 avg LOS

From: (b)(6), (b)(7)c
Sent: Thursday, February 02, 2012 5:16 PM
To: (b)(6), (b)(7)c
Subject: FW: Call up FEP-12-171 FY12 Enforcement Plan Questionnaire

Projected Non Priority Removals = 31,680

Non Priority Removal Aliens

	OCT	NOV	DEC	JAN	Total
FY12	3023	2840	2173	2524	10560

Average = 4 / 10560 = 2640
2640 x 8 remaining month = 21120
21120 + 10560 = 31680 projected Non Priority Removal Aliens

From: (b)(6), (b)(7)c
Sent: Thursday, February 02, 2012 4:46 PM

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

Subject: FW: Call up FEP-12-171 FY12 Enforcement Plan Questionnaire

ADP

	OCT	NOV	DEC	JAN	Total
FY12	1252	1219	1176	1219	4866

Average = x4 =
1217 avg ADP

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

Sent: Thursday, February 02, 2012 4:33 PM

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

Subject: FW: Call up FEP-12-171 FY12 Enforcement Plan Questionnaire

Fugitives = 189

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

Sent: Thursday, February 02, 2012 4:06 PM

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

Subject: FW: Call up FEP-12-171 FY12 Enforcement Plan Questionnaire

FY 12 re-instatement projection is : 14041

Re-instatements

	OCT	NOV	DEC	JAN	Total
FY12	1265	1414	989	1013	4681

Average= 1170 per month
1170 x 8 remaining month = 9360
4681 + 9360 = 14041 projected reinstatements
removals

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

Sent: Thursday, February 02, 2012 3:04 PM

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

Subject: FW: Call up FEP-12-171 FY12 Enforcement Plan Questionnaire

Corrected. 15,234 projected CRIMS.

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

Sent: Thursday, February 02, 2012 3:00 PM

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

Subject: FW: Call up FEP-12-171 FY12 Enforcement Plan Questionnaire

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

Here is the projected number of removals for FY12.

CRIMINAL REMOVALS

	OCT	NOV	DEC	JAN	Total
FY12	1404	1544	1134	1000	5082

Average= 1270 per month
1270 x 8 remaining month = 10152
10152 = 5082 = 15,234 projected Criminal
Removals

From: (b)(6), (b)(7)c
Sent: Thursday, February 02, 2012 1:56 PM
To: (b)(6), (b)(7)c
Subject: FW: Call up FEP-12-171 FY12 Enforcement Plan Questionnaire

As we discussed for ?1

(b)(6), (b)(7)c
AFOD
C-915-726
D-915-225 (b)(6), (b)(7)c
F-915-225-1731

From: (b)(6), (b)(7)c
Sent: Wednesday, February 01, 2012 4:12 PM
To: (b)(6), (b)(7)c
Cc: (b)(6), (b)(7)c
(b)(6), (b)(7)c
(b)(6), (b)(7)c
Subject: Call up FEP-12-171 FY12 Enforcement Plan Questionnaire

See tasking and attachment; provide answers to the questions listed on the attached spreadsheet as it pertains to your AOR. Response due NLT 2 p.m. on February 3, 2012 to Special Assistant (b)(6), (b)(7)c

(b)(6), (b)(7)c
*Staff Assistant
DHS/ICE/ERO
1545 Hawkins Blvd.
El Paso Field Office
Office: 915 225 (b)(6), (b)(7)c*

From: (b)(6), (b)(7)c
Sent: Wednesday, February 01, 2012 3:57 PM
Subject: FW: FY12 Enforcement Plan Questionnaire

Please task to all Programs
Due by 2 p.m. on Friday, February 3, 2012 to Special Assistant (b)(6), (b)(7)c

Comment: please provide answers to the questions listed on the attached spreadsheet as it pertains to your AOR.

Thank you,

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

Assistant Field Office Director

Congressional Relations/Public Affairs

El Paso Field Office

915-225 (office)

915-726 (cell)

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

Sent: Wednesday, February 01, 2012 12:22 PM

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

Subject: Fw: FY12 Enforcement Plan Questionnaire

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

DFOD/LOS

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

Sent: Wednesday, February 01, 2012 02:19 PM

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

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

Subject: FY12 Enforcement Plan Questionnaire

(a) FOD (b)(6), (b)(7)c

In the continuous development of the FY12 Enforcement Plan, which includes a target ADP of 34,000, we have developed, in coordination with Law Enforcement Systems Division, Strategic and Operational Analysis Unit, a questionnaire that will facilitate our efforts. In addition, we are hoping to gain information that will help better set your HPPG targets.

The spreadsheet attached contains three tabs:

Tab 1: Questionnaire

Tab 2: HPPG Scorecard

Tab 3: FY11 Priority Removals

Some of the questions listed on Tab 1 will ask you to refer to Tabs 2 & 3 to help you gauge your current performance and past performance in the bucket priorities.

Many of the questions are related to how you are using your current resources in achieving your targets. Helping us identify these efforts will give us better insight into how your AOR functions and will also provide us with best practices that can possibly be shared nationwide.

It is requested that this questionnaire be returned to us by **Thursday, February 9th**. Please send your responses to me and please don't hesitate to contact me if there are any questions or concerns.

Thank you.

Respectfully,

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

Management & Program Analyst

ERO-Field Operations

202-732-(b)(6), (b)(7)c

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From: (b)(6), (b)(7)c
To: (b)(6), (b)(7)c
Subject: FW: A Message from Director Cullen
Date: Thursday, October 24, 2013 8:48:24 AM
Attachments: [Template US Citizenship Claims Memo.doc](#)
[AS Memo usc guidance final.pdf](#)
[Record of Sworn Statement in Affidavit Form .doc](#)
Importance: High

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

Supervisory Immigration Enforcement Agent
Department of Homeland Security
U. S. Immigration and Customs Enforcement
Enforcement Removal Operations
8915 Montana Ave. El Paso TX 79925

915-225 (b)(6), (b)(7)c SIEA Office
915-298 (b)(6), (b)(7)c Office
915-726 (b)(6), (b)(7)c Cell
915-298-5342 Fax

From: (b)(6), (b)(7)c
Sent: Monday, November 08, 2010 3:15 PM
To: (b)(6), (b)(7)c
Subject: FW: A Message from Director Cullen
Importance: High

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

Supervisory Detention & Deportation Officer
U.S. Immigration & Customs Enforcement
VCAS/CAP/IRP/IHP/Secure Communities
6451 Boeing, El Paso, Texas 79925
915-886 (b)(6), (b)(7)c (desk) 915-890 (b)(6), (b)(7)c (cell)

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

From: (b)(6), (b)(7)c
Sent: Monday, November 08, 2010 3:06 PM
To: (b)(6), (b)(7)c
Subject: FW: A Message from Director Cullen
Importance: High

AS YOU REQUESTED LITTLE LADY

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

Supervisory Detention and Deportation Officer

El Paso Field Office

Office: (915) 225-

Cell: (915) 726-

Fax: (915) 225-1995

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

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

Sent: Tuesday, November 02, 2010 3:51 PM

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

Subject: FW: A Message from Director Cullen

Importance: High

Pls see below message and directives for USC claims I have also attached a sworn statement.

Thx

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

Assistant Field Office Director

El Paso, Texas

D. 915-225-

C. 915-726-

F. 915-225-1731

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

Sent: Tuesday, November 02, 2010 12:42 PM

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

Subject: FW: A Message from Director Cullen

Importance: High

FYI, the players have changed a bit, but the directive and compliance remains.

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

Sent: Thursday, December 10, 2009 6:16 PM

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

Subject: FW: A Message from Director Cullen

Importance: High

Redistributed for immediate compliance.

Addressing claims to US citizenship by detainees in Detention.

Attached for your review is the template to be used for addressing cases where a detainee has made a claim to US citizenship. I have also attached AS Morton's memo from the link below. DRO and OCC must work together on every one of these cases. If DRO is notified of the claim to US citizenship, the Officer will notify their appropriate AFOD to investigate the claim. If OCC is notified of a claim to citizenship, they will notify the appropriate AFOD. The OCC POC for all these cases will be Deputy Chief Counsel (b)(6), (b)(7)c. DRO POCs: AFOD (b)(6), (b)(7)c for EPC, AFOD (b)(6), (b)(7)c for Otero, AFOD

(b)(6), (b)(7)c for Pecos, AFOD (b)(6), (b)(7)c for Albuquerque, and AFOD for Compliance (b)(6), (b)(7)c will designate). Any other area not identified will be referred to the appropriate DFOD.

Once we (DRO) have taken appropriate action to conduct the investigation, the memorandum (template attached) will be completed and forwarded from AFOD to DFOD/FOD. The memo will then be forwarded to OCC for their completion. Once OCC has completed their portion of the memo, the memo will be forwarded back to the FOD/DRO for final DRO review and signature, followed by OCC signature. Final signed memos will be forwarded to the appropriate mailbox. **In all instances, the file and work product will be hand carried to avoid delays by mail.**

These cases must be placed on the highest priority and must be worked on a fast track. Absent any extraordinary circumstances, this notification memorandum must be submitted 24 hours from the time the claim was made. Any questions please notify DFOD (b)(6), (b)(7)c or Acting DFOD (b)(6), (b)(7)c

Thank you

From: (b)(6), (b)(7)c
To: (b)(6), (b)(7)c Aitken, Timothy S; (b)(6), (b)(7)c
(b)(6), (b)(7)c
(b)(6), (b)(7)c Skinner, Felicia S; (b)(6), (b)(7)c

Sent: Wed Dec 02 16:31:09 2009

Subject: A Message from Director Cullen

This message is being sent on behalf of Marc J. Moore, Assistant Director for Field Operations:

Field Office Directors:

I am attaching the template. We are working with CIO's office to get the template attached to the end of the guidance as quickly as possible. Sorry for all the confusion on this.

Additional Policy Guidance on Preventing Placement of U.S. Citizens in Detention or Removal Proceedings

Additional policy guidance pertaining to last Wednesday's broadcast message shown below can be found at the following Web address:

(b)(7)e

Susan Cullen
Director, Office of Policy
U.S. Immigration and Customs Enforcement

-

A Message from Assistant Secretary Morton

To all ICE Employees
November 25, 2009

Preventing Placement of U.S. Citizens in Detention or Removal Proceedings

I am pleased to announce that I have instituted new procedures to prevent the placement of U.S. citizens in detention or removal proceedings.

While ICE would not knowingly detain or begin removal proceedings against a U.S. citizen, the laws related to derivative citizenship are complex and leave open the possibility that an individual subject to an ICE investigation may not know their citizenship status.

The burden of proving citizenship is upon the individual claiming citizenship. However, ICE often affirmatively investigates claims of citizenship in order to prevent claims that the agency improperly removed a non-alien.

To ensure that this proactive investigation occurs in all cases, I have instituted procedural safeguards that require agents, officers and attorneys to investigate all claims of citizenship. I have also mandated that local Offices of the Chief Counsel be consulted in each investigation.

This enhanced process will result in a formal record of the steps ICE took to resolve a particular citizenship claim. As ICE fairly regularly faces criticism about such cases, this will allow ICE to better defend our actions. This new process will also allow ICE to identify ways to improve and streamline citizenship determinations in the future.

I am confident that these safeguards will protect the agency and prevent unnecessary legal actions. This directive is effective immediately.


John Morton
Assistant Secretary
U.S. Immigration and Customs Enforcement



U.S. Immigration
and Customs
Enforcement

NOV 19 2009

MEMORANDUM FOR: Field Office Directors
Special Agents in Charge
Chief Counsels

FROM: John Morton 
Assistant Secretary

SUBJECT: Superseding Guidance on Reporting and Investigating Claims
to United States Citizenship

This memorandum supersedes the guidance issued on November 6, 2008, entitled "Superseding Guidance on Reporting and Investigating Claims to United States Citizenship." This guidance is intended to ensure claims to U.S. citizenship receive immediate and careful investigation and analysis.

While performing their duties, U.S. Immigration and Customs Enforcement (ICE) officers, agents, and attorneys, may encounter aliens who are not certain of their status or claim to be United States citizens (USC). As the Immigration and Nationality Act (INA) provides numerous avenues for a person to derive or acquire U.S. citizenship, ICE officers, agents, and attorneys, should handle these matters with the utmost care and highest priority. While some cases may be easily resolved, because of the complexity of citizenship and nationality law, many may require additional investigation and substantial legal analysis. As a matter of law, ICE cannot assert its civil immigration enforcement authority to arrest and/or detain a USC. Consequently, investigations into an individual's claim to U.S. citizenship should be prioritized and Office of Investigations (OI) and Detention and Removal Operations (DRO) personnel must consult with the Office of the Principal Legal Advisor's (OPLA) local Office of the Chief Counsel (OCC) as discussed below.

Claims at the Time of Encounter

When officers and agents encounter an individual who they suspect is without lawful status but claims to be a USC, the situation will fall into one of three categories: 1) evidence indicates the person is a USC; 2) some evidence indicates that the individual may be a USC but is inconclusive; and 3) no probative evidence indicates the individual is a USC. If evidence indicates the individual is a USC, ICE should neither arrest nor place the individual in removal proceedings. Where there is *some* probative evidence that the individual is a USC, officers and agents should consult with their local OCC as soon as practicable. After evaluating the claim, if the evidence of U.S. citizenship outweighs evidence to the contrary, the individual should not be taken into custody. The person may, however, still be placed in removal proceedings if there is reason to believe the

Subject: Superseding Guidance on Reporting and Investigating Claims to United States Citizenship

individual is in the United States in violation of law. Finally, where no probative evidence of U.S. citizenship exists and there is reason to believe the individual is in the United States in violation of law, the individual may be arrested and processed for removal. In all cases, any uncertainty about whether the evidence is probative of U.S. citizenship should weigh against detention.

Claims by Individuals Subject to an NTA

Agents and officers must fully investigate the merits of any claim to citizenship made by an individual who is subject to a Notice to Appear (NTA), whether the claim was made before or after the NTA was served on the individual. Such investigations should be prioritized and OI and DRO personnel should consult with their local OCC as soon as practicable when investigating such claims. In addition, OI and DRO, along with their local OCC, must jointly prepare a memorandum examining the claim using the attached template. A notation should be made in the Enforce Alien Removal Module (EARM) and a copy of the memorandum should be placed in the alien's A-file. The memorandum should also be saved in the General Counsel Electronic Management System (GEMS) and notated using the designated GEMS barcode.

Claims by Detained Individuals

If an individual already in custody claims to be a USC, an officer must immediately examine the merits of the claim and notify and consult with his or her local OCC. If the individual is unrepresented, an officer must immediately provide the individual with the local Executive Office for Immigration Review (EOIR) list of pro bono legal service providers, even if one was previously provided.

DRO and OPLA must also jointly prepare and submit a memorandum examining the claim and recommending a course of action to the HQDRO Assistant Director for Operations at the (b)(6), (b)(7)c e-mailbox and to the HQOPLA Director of Field Operations at the (b)(6), (b)(7)c e-mailbox. Absent extraordinary circumstances, this memorandum should be submitted no more than 24 hours from the time the individual made the claim. HQDRO and HQOPLA will respond to the field with a decision on the recommendation within 24 hours. A notation should be made in EARM and a copy of the memorandum and resulting decision should be placed in the alien's A-file. The memorandum and resulting decision should also be saved in GEMS and notated using the designated GEMS barcode.

If the individual's claim is credible on its face, or if the investigation results in probative evidence that the detained individual is a USC, the individual should be released from detention. Any significant change in circumstances should be reported to the (b)(6), (b)(7)c e-mailbox and the (b)(6), (b)(7)c e-mailbox.

Examination of the Merits

Interviews with detainees making such claims must be conducted by an officer or agent in the presence of and/or in conjunction with a supervisor. Interviews will be recorded as sworn statements and must include all questions needed to complete all fields on a Record of Deportable

Subject: Superseding Guidance on Reporting and Investigating Claims to United States Citizenship

Alien, Form I-213. In addition, the sworn statement must include additional probative questions designed to elicit information sufficient to allow a thorough investigation of the person's claim of citizenship. Additional steps to be taken may include vital records searches, family interviews, and other appropriate investigative measures. Officers and agents should also work with their local United States Attorney's Office to ensure that any statement includes information sufficient to use in prosecuting appropriate cases under 18 U.S.C. § 911, should it ultimately come to light that the individual intentionally made a false claim to U.S. citizenship.

State and Local Officers with Authority under INA § 287(g)

Field Office Directors (FODs) and Special Agents in Charge (SACs) shall ensure that all state and local officers with delegated immigration authority pursuant to INA § 287(g) within their area of responsibility understand and adhere to this policy. FODs and SACs are expected to thoroughly investigate all USC claims made by individuals encountered by 287(g) designated officers.

File No. (b)(6), (b)(7)c _____

Date 12/11/2009 _____

Name (b)(6), (b)(7)c _____

Executed at: El Paso, Texas _____

Before the following officer of U.S. Immigration and Customs Enforcement: (b)(6), (b)(7)c _____

In the English language. Name of interpreter used, if any: _____

I, (b)(6), (b)(7)c _____, acknowledge that the above-named officer has identified himself or herself to me as an officer of the United States Immigration and Customs Enforcement, authorized by law to administer oaths and take testimony in connection with the enforcement of the immigration and nationality laws of the United States. He or she has informed me that he or she desires to take my sworn statement regarding my **Claim to United States Citizenship**. He or she has told me that my statement must be freely and voluntarily given and has advised me of these rights:

Yo, _____, reconozco que el oficial antes mencionado se ha identificado ante mi como un Oficial del Inmigracion y Aduanas de los Estados Unidos, autorizado por ley para administrar juramentos y tomar testimonios en coneccion con el cumplimiento de las leyes de Inmigracion y Nacionalidad de los Estados Unidos. El o ella me ha informado que quiere tomar una declaracion bajo juramento referente a mi declaracion de ser Ciudadano de los Estados Unidos. El o ella me ha informado que mi declaración debe ser dado libremente y voluntariamente y me ha aconsejado de estos derechos:

I am willing to make a statement without anyone else being present. I swear or affirm that all of the statements I am about to make true and complete.

Q. What is your true and correct name?

A. (b)(6), (b)(7)c _____

Q. Have you used any other names and, if so, what are they?

A. When I was a kid I was called (b)(6), (b)(7)c. It was a nickname.

Q. Of what country are you a citizen?

A. I feel I'm a citizen of the U.S.

Q. When and where were you born?

A. (b)(6), (b)(7)c in Juarez, Mexico.

Q. Of what country is your mother a citizen of?

A. She is permanent resident and a citizen of Mexico.

Q. When and where was she born?

A. She was born on (b)(6), (b)(7)c in Rodeo Durango, Mexico.

Q. What is her name?

A. (b)(6), (b)(7)c But she uses (b)(6), (b)(7)c my father's last name.

Alien Initials _____

- Q. Of what country is your father a citizen of?
A. Of the United States of America. He died in 1995.
- Q. When and where was he born?
A. On (b)(6), (b)(7)(C) in Pecos, Texas.
- Q. What is your father's name?
A. Julian SILBAS-Lozoya. But he used to call himself Julian SILBAS. The L was used as his middle initial.
- Q. Does your father a social security number?
A. Yes, (b)(6), (b)(7)(C)
- Q. Do you have a social security number?
A. Yes (b)(6), (b)(7)c
- Q. How did you obtain the social security card?
A. My father filed an affidavit with the social security office in Lubbock, Texas in 1986. I was going to register with selective service and I needed the card. I never bothered doing it when I was younger because I didn't really need it before that.
- Q. When you were encountered by Immigration Officials on July 17, 2009, did you state to them that you were a citizen of Mexico?
A. No, I told them I was born in Mexico but my dad was a U.S. citizen and I lived here my whole life. ICE put a detainer on me in August of 2008, when I was arrested for probation violation. I was transferred to Lamb County and I was released in November. Nobody from ICE ever interviewed me. I was not interviewed until I was released this time.
- Q. Has a birth certificate ever been issued to you in the United States or Mexico?
A. Yes, in Juarez, Chihuahua, Mexico.
- Q. Is your father listed on the birth certificate?
A. No, I don't believe it is. They did not list him.
- Q. Who provided the information listed on your birth certificate?
A. I'm sure my mother did. She had been in a car accident before I was born and her memory is not very good. I think they just messed up. I have a son and I was not listed on his birth certificate.
- Q. Earlier you said you registered with selective service. Do you know your selective service number?
A. No, but I got it when I was living in Crystal City, Texas when I was working for (b)(6), (b)(7)c
- Q. How did your mother immigrate to the United States?
A. She came over with my dad.
- Q. Did you dad petition for her?
A. My father hired a lawyer in the 70s and she went to Dallas to swear before a judge.
- Q. Our records indicate that she immigrated using the amnesty program. Why would she do that if your father is a United States citizen?
A. The lawyer did not do anything for them he just took their money. They did not trust attorneys after that and they decided to file through amnesty instead of using a lawyer.
- Q. Have you ever been deported from the United States?
A. No.

Alien Initials _____

Q. Have you ever sworn allegiance to Mexico or any other country?

A. No.

Q. Have you filed any paperwork with the Department of Homeland Security regarding your claim to United States citizenship?

A. I filed an N600 about a month ago.

Q. Is there anything else you would like to say at this time?

A. I'd like to go home. My dad was not very proficient in the English language. He preferred Spanish

Q. Do you have any documents in your possession to support your claim to United States citizenship?

A. Here in this place at this time I do not. My brother is going to mail me my father's birth certificate and death certificate. The judge also asked my mother for an affidavit stating I would be living with her and my aunt is also going to give an affidavit regarding my father. My brother is going to mail all those documents to me this week.

I have read (or have had read to me) the foregoing statement, consisting of _____ pages. I affirm that the answers attributed to me herein are true and correct to the best of my knowledge and belief and that this statement is a full, true, and correct record of my questioning by the above-named officer of the Immigration and Customs Enforcement. I have initialed each page of this statement (and the corrections noted on page(s)_____).

He leído o me han leído las declaraciones que he dado en estas _____ paginas. Yo afirmo que las respuestas aqui atribuidas a mi son verdaderas y correctas a mi major conocimiento y creencia y que esta declaracion es completa, verdadera, y correcta dada al Oficial de Servicio de Inmigracion y Aduanas de los Estados Unidos. He puesto mis iniciales en cada pagina de esta declaracion (y en las correcciones anotadas en las paginas _____).

Signature of alien **X** _____

Subscribed and sworn to me at: _____ on _____
Location Date/Time

Signature of Immigration Officer Title

Witness Title

Pages 163 through 164 redacted for the following reasons:

(b)(5)

From: (b)(6), (b)(7)c
To:
Subject: FW: Call Up FEP: 12-193 Probation and Parole (Information Gathering)
Date: Thursday, October 24, 2013 8:28:02 AM
Attachments: [Probation and Parole \(Information Gathering\) \(CAPRA\) \(2\).xlsx](#)

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

Supervisory Immigration Enforcement Agent
Department of Homeland Security
U. S. Immigration and Customs Enforcement
Enforcement Removal Operations
8915 Montana Ave. El Paso TX 79925

915-225- SIEA Office
915-298- (b)(6), (b)(7)c Office
915-726- Cell
915-298-5342 Fax

From: (b)(6), (b)(7)c
Sent: Wednesday, February 29, 2012 10:22 AM
To:
Cc: (b)(6), (b)(7)c
Subject: RE: Call Up FEP: 12-193 Probation and Parole (Information Gathering)

Completed tasking and landmarks added

(b)(7)e Probation & Parole West Texas El Paso Region
– Probation & Parole New Mexico Region 3

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

From: (b)(6), (b)(7)c
Sent: Tuesday, February 28, 2012 3:18 PM
To:
Cc: (b)(6), (b)(7)c
Subject: FW: Call Up FEP: 12-193 Probation and Parole (Information Gathering)

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

I will need to you create landmarks for the different probation offices listed on the spreadsheet.

Thank you,

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

Supervisory Detention & Deportation Officer
U.S. Immigration & Customs Enforcement
VCAS/CAP/IHP
6451 Boeing, El Paso, Texas 79925
915-881-(b)(6), (b)(7)c (desk) 915-892-(b)(6), (b)(7)c (cell)
(b)(6), (b)(7)c

"Individual commitment to a group effort - that is what makes a team work, a company work, a society work, a civilization work. "~ Vince Lombardi

From: (b)(6), (b)(7)c
Sent: Friday, February 24, 2012 3:40 PM
To: (b)(6), (b)(7)c
Cc: (b)(6), (b)(7)c
Subject: RE: Call Up FEP: 12-193 Probation and Parole (Information Gathering)

Here is the consolidated report for review/submission.

(b)(6), (b)(7)c
Deportation Officer
DHS/ICE/ERO
Criminal Alien Program
6451 Boeing
El Paso, Texas 79925
Office 915-881-(b)(6), (b)(7)c
Cell 915-892-(b)(6), (b)(7)c
Fax 915-881-5596

From: (b)(6), (b)(7)c
Sent: Tuesday, February 14, 2012 12:40 PM
To: (b)(6), (b)(7)c
Cc: (b)(6), (b)(7)c
Subject: FW: Call Up FEP: 12-193 Probation and Parole (Information Gathering)
Importance: High

This is similar to the tasking regarding all the jails in our AOR but now they want Probation and Parole offices. Let's have this done on or before the end of this month, February 29th. Please provide the information to the Deportation Officers overseeing your respective area:

(b)(7)e DO (b)(6), (b)(7)c
DO

Thank you,

(b)(6), (b)(7)c
Supervisory Detention & Deportation Officer
U.S. Immigration & Customs Enforcement
VCAS/CAP/IHP

6451 Boeing, El Paso, Texas 79925
915-881-7400 (desk) 915-892-7400 (cell)

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

"Individual commitment to a group effort - that is what makes a team work, a company work, a society work, a civilization work." ~ Vince Lombardi

From: (b)(6), (b)(7)c
Sent: Tuesday, February 14, 2012 12:03 PM
To: (b)(6), (b)(7)c
Subject: FW: Call Up FEP: 12-193 Probation and Parole (Information Gathering)
Importance: High

From: (b)(6), (b)(7)c
Sent: Tuesday, February 14, 2012 11:59 AM
To: (b)(6), (b)(7)c
Cc: (b)(6), (b)(7)c
(b)(6), (b)(7)c
Subject: Call Up FEP: 12-193 Probation and Parole (Information Gathering)
Importance: High

See tasking and attachments; call up is due 3/5/12.

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

Mission Support Assistant
DHS/ICE/ERO
El Paso Field Office
1545 Hawkins Blvd.
El Paso, Tx 79925
(915) 225-7400 (b)(6), (b)(7)c
Fax: (915) 225-1809

From: (b)(6), (b)(7)c
Sent: Tuesday, February 14, 2012 10:35 AM
Subject: FW: Probation and Parole (Information Gathering)
Importance: High

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

Please assign a call up to AFOD's (b)(6), (b)(7)c Make the due date for 03/05/12. Thanks

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

From: (b)(6), (b)(7)c
Sent: Tuesday, February 14, 2012 8:44 AM
Subject: FW: Probation and Parole (Information Gathering)

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

Have you assigned this out?

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

Deputy Field Office Director
Department of Homeland Security
Immigration and Customs Enforcement
Enforcement and Removal Operations
1545 Hawkins Boulevard | El Paso, TX 79925
915.251.7000 | 915.225.0830 Fax | 915.487.6000 Cell

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From: (b)(6), (b)(7)c
Sent: Friday, February 10, 2012 4:16 PM
Subject: Probation and Parole (Information Gathering)

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

To: Field Office Directors and Deputy Field Office Directors

Subject: Probation and Parole (Information Gathering)

Due Date: Friday, March 12, 2012, 4:00 PM EST

In 2007, The Criminal Alien Division (CAD) through CAP created and developed the Criminal Alien Program Risk Assessment (CAPRA) database to help assess foreign born populations and prioritize the screening of foreign born inmates incarcerated in jails located throughout the nation.

The CAPRA is an important tool in the allocation and maximization of resources. To further maximize the use of the CAPRA, CAP is expanding the database to assess foreign born populations and to prioritize the screening of foreign born nationals that are currently on probation and parole.

CAP seeks to identify all federal, state and local probation and parole offices. Information on current docket population, estimated foreign born population and monthly intake for probation and parole is also needed. CAP is requesting that each field office update the attached CAPRA spreadsheet for analysis. This information will also assist in the allocation of Probation and Parole positions.

Responses to this tasking must be submitted to the (b)(6), (b)(7)c mailbox no later than close of business, Monday March 12, 2012.

For any questions related to this task, please contact CAP Unit Chief (b)(6), (b)(7)c at (b)(6), (b)(7)c or (202) 732-(b)(6), (b)(7)c

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From: (b)(6), (b)(7)c
To: (b)(6), (b)(7)c
Subject: FW: Detainer policy
Date: Thursday, October 24, 2013 7:59:49 AM
Attachments: [Detainer Policy 12 21 12.pdf](#)

Here go sir

(b)(6), (b)(7)c
Supervisory Immigration Enforcement Agent
Department of Homeland Security
U. S. Immigration and Customs Enforcement
Enforcement Removal Operations
8915 Montana Ave. El Paso TX 79925

915-225- (b)(6), (b)(7)c SIEA Office
915-298- (b)(6), (b)(7)c Office
915-726- (b)(6), (b)(7)c Cell
915-298-5342 Fax

From: (b)(6), (b)(7)c
Sent: Friday, December 21, 2012 5:46 PM

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

Subject: Fw: Detainer policy

New Detainer Policy.

Thank You

(b)(6), (b)(7)c
Supervisory Detention & Deportation Officer
U.S. Immigration & Custom Enforcement
VCAS/CAP/IHP
915-881- (b)(6), (b)(7)c (desk)
915-892- (b)(6), (b)(7)c (cell)

From: (b)(6), (b)(7)c
Sent: Friday, December 21, 2012 07:44 PM

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

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

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

Subject: FW: Detainer policy

During the FOD teleconference, you were provided a paper copy of the memo that was addressed by Mr. Mead. Please ensure dissemination.

(b)(6), (b)(7)c
DFOD/FEP
915-726-1111
(b)(6), (b)(7)c

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

Sent: Friday, December 21, 2012 12:36 PM

To: (b)(6), (b)(7)c Aitken, Timothy S (b)(6), (b)(7)c

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

Cc:

(b)(6), (b)(7)c Skinner, Felicia S (b)(6), (b)(7)c

Subject: Detainer policy

All,

Mr. Mead asked that I provide you the attached Detainer policy in advance of today's FOD call.

Regards,

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

Acting Deputy Chief of Staff
Office of Enforcement and Removal Operations
Immigration and Customs Enforcement
(202) 732-1111 Desk
(215) 651-1111 BlackBerry
(b)(6), (b)(7)c

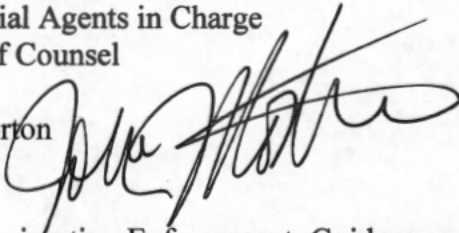
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U.S. Immigration
and Customs
Enforcement

DEC 21 2012

MEMORANDUM FOR: All Field Office Directors
All Special Agents in Charge
All Chief Counsel

FROM: John Morton
Director 

SUBJECT: Civil Immigration Enforcement: Guidance on the Use of Detainers
in the Federal, State, Local, and Tribal Criminal Justice Systems

Purpose

This memorandum provides guidance on the use of U.S. Immigration and Customs Enforcement (ICE) detainers in the federal, state, local, and tribal criminal justice systems. This guidance applies to all uses of ICE detainers regardless of whether the contemplated use arises out of the Criminal Alien Program, Secure Communities, a 287(g) agreement, or any other ICE enforcement effort. This guidance does not govern the use of detainers by U.S. Customs and Border Protection (CBP). This guidance replaces Sections 4.2 and 4.5 of the August 2010 *Interim Guidance on Detainers* (Policy Number 10074.1) and otherwise supplements the remaining sections of that same guidance.

Background

In the memorandum entitled *Civil Immigration Enforcement: Priorities for the Apprehension, Detention, and Removal of Aliens*, issued in June 2010,¹ ICE set forth clear priorities that guide its civil immigration enforcement. These priorities ensure that ICE's finite enforcement resources are dedicated, to the greatest extent possible, to individuals whose removal promotes public safety, national security, border security, and the integrity of the immigration system.

As ICE's implementation of these priorities continues, it is of critical importance that ICE remain focused on ensuring that the priorities are uniformly, transparently, and effectively pursued. To that end, ICE issues the following guidance governing the use of detainers in the nation's criminal justice system at the federal, state, local, and tribal levels. This guidance will ensure that the agency's use of detainers in the criminal justice system uniformly applies the

¹ As amended and updated by the memorandum of the same title issued March 2, 2011.

principles set forth in the June 2010 memorandum and is consistent with the agency's enforcement priorities.

National Detainer Guidance

Consistent with ICE's civil enforcement priorities and absent extraordinary circumstances, ICE agents and officers should issue a detainer in the federal, state, local, or tribal criminal justice systems against an individual only where (1) they have reason to believe the individual is an alien subject to removal from the United States and (2) one or more of the following conditions apply:

- the individual has a prior felony conviction or has been charged with a felony offense;
- the individual has three or more prior misdemeanor convictions;²
- the individual has a prior misdemeanor conviction or has been charged with a misdemeanor offense if the misdemeanor conviction or pending charge involves—
 - violence, threats, or assault;
 - sexual abuse or exploitation;
 - driving under the influence of alcohol or a controlled substance;
 - unlawful flight from the scene of an accident;
 - unlawful possession or use of a firearm or other deadly weapon;
 - the distribution or trafficking of a controlled substance; or
 - other significant threat to public safety;³
- the individual has been convicted of illegal entry pursuant to 8 U.S.C. § 1325;
- the individual has illegally re-entered the country after a previous removal or return;
- the individual has an outstanding order of removal;
- the individual has been found by an immigration officer or an immigration judge to have knowingly committed immigration fraud; or
- the individual otherwise poses a significant risk to national security, border security, or public safety.⁴

² Given limited enforcement resources, three or more convictions for minor traffic misdemeanors or other relatively minor misdemeanors alone should not trigger a detainer unless the convictions reflect a clear and continuing danger to others or disregard for the law.

³ A significant threat to public safety is one which poses a significant risk of harm or injury to a person or property.

⁴ For example, the individual is a suspected terrorist, a known gang member, or the subject of an outstanding felony arrest warrant; or the detainer is issued in furtherance of an ongoing felony criminal or national security investigation.

Revised Detainer Form

To ensure consistent application of this guidance, ICE will revise the DHS detainer form, Form I-247. The revised detainer form, which should be used in all cases once it is issued, will specifically list the grounds above and require the issuing officer or agent to identify those that apply so that the receiving agency and alien will know the specific basis for the detainer. The changes to the form will make it easy for officers and agents to document the immigration enforcement priorities and prosecutorial discretion analysis they have completed leading to the issuance of the detainer.

Prosecutorial Discretion

This guidance identifies those removable aliens in the federal, state, local, and tribal criminal justice systems for whom a detainer may be considered. It does not require a detainer in each case, and all ICE officers, agents, and attorneys should continue to evaluate the merits of each case based on the June 2011 memorandum entitled *Exercising Prosecutorial Discretion Consistent with the Civil Immigration Enforcement Priorities of the Agency for the Apprehension, Detention, and Removal of Aliens* and other applicable agency policies.

Six-Month Review

ICE Field Office Directors, Chief Counsel, and Special Agents in Charge should closely evaluate the implementation and effect of this guidance in their respective jurisdictions for a period of six months from the date of this memorandum. Based on the results of this evaluation, ICE will consider whether modifications, if any, are needed.

Disclaimer

This guidance does not create or confer any right or benefit on any person or party, public or private. Nothing in this guidance should be construed to limit ICE's power to apprehend, charge, detain, administratively prosecute, or remove any alien unlawfully in the United States or to limit the legal authority of ICE or its personnel to enforce federal immigration law. Similarly, this guidance, which may be modified, superseded, or rescinded at any time, is not intended to, does not, and may not be relied upon to create any right or benefit, substantive or procedural, enforceable at law by any party in any administrative, civil, or criminal matter.

This guidance does not cover or control those detainers issued by officers and agents of CBP. Detainers issued by CBP officers and agents shall remain governed by existing CBP policy, and nothing in this guidance is intended to limit CBP's power to apprehend, charge, detain, or remove any alien unlawfully in the United States.

From: (b)(6), (b)(7)c
To: (b)(6), (b)(7)c
Subject: FW: Draft Policy
Date: Thursday, October 24, 2013 8:19:40 AM
Attachments: [OREC OSUP Directive \(5-3-12\).docx](#)
Importance: High

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

Supervisory Immigration Enforcement Agent
Department of Homeland Security
U. S. Immigration and Customs Enforcement
Enforcement Removal Operations
8915 Montana Ave. El Paso TX 79925

915-225 (b)(6), (b)(7)c SIEA Office
915-298 (b)(6), (b)(7)c Office
915-726 (b)(6), (b)(7)c Cell
915-298-5342 Fax

From: (b)(6), (b)(7)c
Sent: Thursday, May 24, 2012 10:23 AM
To: (b)(6), (b)(7)c
Subject: FW: Draft Policy
Importance: High

FYI

Thank you,

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

Supervisory Detention & Deportation Officer
U.S. Immigration & Customs Enforcement
VCAS/CAP/IHP- El Paso/New Mexico
6451 Boeing, El Paso, Texas 79925
915-881 (b)(6), (b)(7)c Desk) 915-892 (b)(6), (b)(7)c Cell)

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

"Individual commitment to a group effort - that is what makes a team work, a company work, a society work, a civilization work. "-Vince Lombardi

From: (b)(6), (b)(7)c
Sent: Monday, May 07, 2012 10:58 AM
To: (b)(6), (b)(7)c
Subject: FW: Draft Policy
Importance: High

From: (b)(6), (b)(7)c
Sent: Monday, May 07, 2012 10:55 AM
To: (b)(6), (b)(7)c
Cc: (b)(6), (b)(7)c
Subject: FW: Draft Policy
Importance: High

For implementation

From: (b)(6), (b)(7)c
Sent: Monday, May 07, 2012 10:50 AM
To: (b)(6), (b)(7)c
Subject: FW: Draft Policy
Importance: High

Did this go out to all the AFODs for implementation and compliance?

From: MACIAS, ADRIAN
Sent: Friday, May 04, 2012 11:21 AM
To: (b)(6), (b)(7)c
Cc: (b)(6), (b)(7)c
Subject: FW: Draft Policy
Importance: High

For implementation

From: Venturella, David
Sent: Friday, May 04, 2012 7:47 AM
To: (b)(6), (b)(7)c; Aitken, Timothy S.; (b)(6), (b)(7)c
(b)(6), (b)(7)c
(b)(6), (b)(7)c; MACIAS, ADRIAN; (b)(6), (b)(7)c
(b)(6), (b)(7)c
(b)(6), (b)(7)c; Skinner, Felicia S.; (b)(6), (b)(7)c
Subject: Draft Policy

Attached is the policy that will relax the reporting requirements for aliens on O/Rs or OSUPs.

I do not envision the draft changing much as it goes through the final clearance process. You can begin implementation of the policy ahead of its formal release.

David J. Venturella
Assistant Director-Field Operations
Office of Enforcement & Removal Operations

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~~either in written or verbal form.~~

Pages 178 through 183 redacted for the following reasons:

(b)(5)

John Morton
Director
U.S. Immigration and Customs Enforcement

From: (b)(6), (b)(7)c
To:
Subject: FW: Known or Suspected Terrorist Encounter Protocol
Date: Thursday, October 24, 2013 8:27:35 AM
Attachments: [KSTEPPolicy.pdf](#)
[OSCU National Security Threat Sheet.doc](#)
[KSTEP6.ppt](#)
Importance: High

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

Supervisory Immigration Enforcement Agent
Department of Homeland Security
U. S. Immigration and Customs Enforcement
Enforcement Removal Operations
8915 Montana Ave. El Paso TX 79925

915-225 (b)(6), (b)(7)c SIEA Office
915-298 (b)(6), (b)(7)c Office
915-726 (b)(6), (b)(7)c Cell
915-298-5342 Fax

From: (b)(6), (b)(7)c
Sent: Monday, March 05, 2012 8:16 AM
To: (b)(6), (b)(7)c

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

Subject: Known or Suspected Terrorist Encounter Protocol
Importance: High

Attached is the policy regarding Known or Suspected Terrorist Encounter Protocol. Please take the time to read.

Thank you,

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

Supervisory Detention & Deportation Officer
U.S. Immigration & Customs Enforcement
VCAS/CAP/IHP
6451 Boeing, El Paso, Texas 79925
915-881 (b)(6), (b)(7)c (desk) 915-892 (b)(6), (b)(7)c (cell)

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

"Individual commitment to a group effort - that is what makes a team work, a company work, a society work, a civilization work. "~ Vince Lombardi

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

Sent: Wednesday, February 29, 2012 3:42 PM

Subject: Implementation of the Known or Suspected Terrorist Encounter Protocol

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: Implementation of the Known or Suspected Terrorist Encounter Protocol

As was discussed in the teleconference of February 23, 2012, ERO HQ has issued new guidance by which ERO Field Offices will identify Known or Suspected Terrorists in its custody. The new process, which is effective March 1, 2012, is known as the Known or Suspected Terrorist Encounter Protocol (KSTEP) and replaces the Third Agency Check policy.

Attached please find a copy of the signed KSTEP policy detailing the new process, the FOD Awareness worksheet, National Security Threat Assessment Request Sheet and a PowerPoint presentation to assist ERO officers in becoming familiarized with the new protocol.

TASKING:

-
By **COB Friday, March 9, 2012**, all FODs must certify that all employees within their AORs have received a copy of the KSTEP policy and have been familiarized with its contents.

Please e-mail your responses to ERO Operations Support and Coordination Unit Staff Officer (b)(6), (b)(7)c. If you have any questions regarding this tasking, please direct them to (b)(6), (b)(7)c at the above email address or (202) 321-(b)(6), (b)(7)c

~~NOTICE: This communication may contain privileged or otherwise confidential information. If you are not an intended recipient or believe you have received this communication in error, please do not print, copy, retransmit, disseminate, or otherwise use this information. Please inform the sender that you received this message in error and delete the message from your system~~



U.S. Immigration
and Customs
Enforcement

Operations Support and Coordination Unit



Pages 188 through 208 redacted for the following reasons:

(b)(7)e



ERO Operations and Support Coordination Unit (OSCU)

KSTEP Program contacts and links:

OSCU Group mailbox:

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

KSTEP Program Manager:

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

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

202-732-

office

202-533-

Blackberry/cellular

KSTEP Program Back-up:

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

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

202-732-

office

202-590-

Blackberry/cellular

OSCU Unit Chief:

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

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

202-732-

office

202-497-

Blackberry/cellular

OSCU intranet:

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



Questions?

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



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



LES/FOUO



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

ICE ERO National Security Threat Assessment Request

Name (First, Middle, LAST):
Alien Number (Numbers only):
SSN #:
Passport #:
DOB (MM/DD/YYYY):
FBI #:
State ID:
COB:
COC:
Sex:
Docket Control Office (DCO):
Initial Book-in Date:
Case Category:
Requesting Officer (Name and contact #):

Please provide a brief justification for an enhanced security check on the subject:

~~LAW ENFORCEMENT SENSITIVE / FOR OFFICIAL USE ONLY~~

From: (b)(6), (b)(7)c
To: (b)(6), (b)(7)c
Subject: FW: Revised Parole Denial Letter
Date: Thursday, October 24, 2013 8:44:47 AM
Attachments: [Revised parole denial letter.docx](#)

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

Supervisory Immigration Enforcement Agent
Department of Homeland Security
U. S. Immigration and Customs Enforcement
Enforcement Removal Operations
8915 Montana Ave. El Paso TX 79925

915-225 (b)(6), (b)(7)c SIEA Office
915-298 (b)(6), (b)(7)c Office
915-726 (b)(6), (b)(7)c Cell
915-298-5342 Fax

From: (b)(6), (b)(7)c
Sent: Friday, January 07, 2011 3:14 PM
To: (b)(6), (b)(7)c

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

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

Subject: FW: Revised Parole Denial Letter

FYI

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

Supervisory Detention & Deportation Officer
U.S. Immigration & Customs Enforcement
VCAS/CAP/IRP/IHP/Secure Communities
6451 Boeing, El Paso, Texas 79925
915-881 (b)(6), (b)(7)c Desk 915-892 (b)(6), (b)(7)c Cell

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

From: (b)(6), (b)(7)c
Sent: Friday, January 07, 2011 1:27 PM
To: (b)(6), (b)(7)c
Subject: FW: Revised Parole Denial Letter

Use this format when required

thx

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

From: (b)(6), (b)(7)c
Sent: Wednesday, January 05, 2011 2:48 PM
To: (b)(6), (b)(7)c
Cc: (b)(6), (b)(7)c
Subject: FW: Revised Parole Denial Letter

FYI, dissemination, and immediate use.

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

Deputy Field Office Director
Department of Homeland Security
Immigration and Customs Enforcement
Enforcement and Removal Operations
1545 Hawkins Boulevard | El Paso, TX 79925
915.225.0100 | 915.225.0830 Fax | 915.487.0100 Cell

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From: ERO Taskings
Sent: Wednesday, January 05, 2011 11:46 AM
Subject: Revised Parole Denial Letter

The following message is being forwarded on behalf of (b)(6), (b)(7)c Assistant Director for Removal, and approved by (b)(6), (b)(7)c Acting Assistant Director for Field Operations:

To: Field Office Directors and Deputy Field Office Directors

Subject: Revised Parole Denial Letter for ICE Policy Directive 11002.1, entitled "Parole of Arriving Aliens Found to Have a Credible Fear of Persecution or Torture"

Effective immediately, all field offices are required to use the attached "Notification Declining to Grant Parole" letter when notifying an alien that parole has been denied in accordance with ICE Policy Directive 11002.1, entitled "Parole of Arriving Aliens Found to Have a Credible Fear of Persecution or Torture". This letter replaces all prior versions. The revised version is intended to clarify the reason or reasons why ICE did not grant parole. If you have any questions, please contact (b)(6), (b)(7)c (A) Chief CMU, at (202) 732-(b)(6), (b)(7)c

via e-mail at

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

~~Warning: This document is UNCLASSIFIED//FOR OFFICIAL USE ONLY (U//FOUO). It contains information that may be exempt from public release under the Freedom of Information Act (5 U.S.C. 552). It is to be controlled, stored, handled, transmitted, distributed, and disposed of in accordance with DHS policy relating to FOUO information and is not to be released to the public or other personnel who do not have a valid "need-to-know" without prior approval of an authorized DHS official. No portion of this report should be furnished to the media, either in written or verbal form.~~

U.S. Department of Homeland Security
Office Address
City, ST Zip00



U.S. Immigration
and Customs
Enforcement

Date

Addressee's Name
Address
City and state

In Reference to: A #

NOTIFICATION DECLINING TO GRANT PAROLE

Dear:

This letter is to inform you that U.S. Immigration and Customs Enforcement (ICE) has decided not to parole you from detention at this time. Under ICE policy, arriving aliens determined by an Asylum Officer to have a credible fear of persecution or torture are initially considered for parole. While the decision whether to grant parole is discretionary, ICE policy is generally to grant parole to aliens determined to have a credible fear if they establish their identity and that they pose neither a flight risk nor danger to the community.

As part of its determination whether to parole you, on _____, ICE conducted an initial interview with you. Your immigration files and any supplemental documentation that you provided were reviewed at that time. After reviewing all available information, ICE has determined that parole is not appropriate in your case at this time based on the following reason(s):

- You have not established your identity to the satisfaction of ICE.
 - You did not present valid, government-issued documentation of identity, or any documents you submitted did not, to ICE's satisfaction, establish your identity.
 - You did not provide third-party verification of your identity, or any third-party information you provided did not, to ICE's satisfaction, establish your identity.
 - You did not, to ICE's satisfaction, establish your identity through credible statements.

- You have not established to ICE's satisfaction that you are not a flight risk.
 - You failed to provide, to ICE's satisfaction, a valid U.S. address where you will reside while your immigration case is pending.
 - You did not establish, to ICE's satisfaction, substantial ties to the community.
 - Imposition of a bond or other conditions of parole would not ensure, to ICE's satisfaction, your appearance at required immigration hearings pending the outcome of your case.

You have not established to ICE's satisfaction that you are not a danger to the community or U.S. security. In making this determination, ICE has taken into account any evidence of past criminal activity, activity contrary to U.S. national security interests, activity giving rise to concerns of public safety or danger to the community, disciplinary infractions or incidents, or other criminal or detention history that shows you have harmed or would likely harm yourself or others.

Additional exceptional, overriding factors (e.g., law enforcement interests or potential foreign policy consequences) in your case militate against parole, as follows:

ICE previously provided you with a written decision declining to grant parole, and you have failed to provide additional documentation or to demonstrate any significant changed circumstances which would alter ICE's previous determination.

You may request a redetermination of this decision in writing, based upon changed circumstances in your case or additional documentation you would like ICE to consider. Such changed circumstances or documentation should relate to the reason(s) indicated above why ICE is not paroling you from custody at this time. For example, if you have not established your identity to ICE's satisfaction, you may wish to consider providing previously unfurnished government-issued documents such as passports, birth certificates, or identity cards. Identity can also be established through written statements prepared by individuals whom you know in the United States and whose identity ICE can verify to its satisfaction. These statements should include the address of the person you know in the United States and evidence of his or her identity. Finally, if there are multiple grounds checked above, you should try to provide further evidence addressing each of them.

If you request redetermination of this decision, please direct your written request to the address above, include a copy of this letter and any other prior ICE written decision(s) declining to grant you parole, and clearly explain what changed circumstances or additional documents you would like considered. Failure to provide satisfactory documentation and explanation may result in a denial of your request for redetermination.

Sincerely,

Field Office Director
Field Office

From: (b)(6), (b)(7)c
To: (b)(6), (b)(7)c
Subject: FW: Unadjusted Refugee Guidance Update
Date: Thursday, October 24, 2013 8:53:49 AM
Attachments: [Unadjusted Refugee Guidance Memo and Attachment.pdf](#)

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

Supervisory Immigration Enforcement Agent
Department of Homeland Security
U. S. Immigration and Customs Enforcement
Enforcement Removal Operations
8915 Montana Ave. El Paso TX 79925

915-225 (b)(6), (b)(7)c SIEA Office
915-298 (b)(6), (b)(7)c Office
915-726 (b)(6), (b)(7)c Cell
915-298-5342 Fax

From: (b)(6), (b)(7)c
Sent: Wednesday, May 26, 2010 2:01 PM
To: (b)(6), (b)(7)c
Subject: FW: Unadjusted Refugee Guidance Update

FYI and comply.

(b)(6), (b)(7)c
Assistant Field Office Director
8915 Montana Ave.
El Paso, TX 79925
915-225 (b)(6), (b)(7)c office
915-225 (b)(6), (b)(7)c fax
915-487 (b)(6), (b)(7)c cell

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

From: (b)(6), (b)(7)c
Sent: Monday, May 24, 2010 5:32 PM
To: (b)(6), (b)(7)c
Cc: (b)(6), (b)(7)c
Subject: FW: Unadjusted Refugee Guidance Update

[FYI, compliance and dissemination as appropriate.](#)

(b)(6), (b)(7)c
Deputy Field Office Director

Department of Homeland Security
U.S. Immigration and Customs Enforcement
Detention and Removal Operations
1545 Hawkins Boulevard | El Paso, TX 79925
915.225-(b)(6), (b)(7) telephone | 915.487-(b)(6), (b)(7) cell | 915-225-0830 fax

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

Sent: Monday, May 24, 2010 4:40 PM

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

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

Subject: Unadjusted Refugee Guidance Update

The following message is being sent on behalf of Char Wittenberg, Assistant Director for Information, Policy and Communications, and approved by Marc J. Moore, Assistant Director for Field Operations:

To: Field Office Directors and Deputy Field Office Directors

Subject: Unadjusted Refugee Guidance Update

The attached memorandum clarifies when and under what circumstances DRO field offices may detain refugees who have failed to adjust to lawful permanent resident (LPR) status. In particular, please pay close attention to the following:

- DRO Field Offices should only take unadjusted refugees into custody upon a “reasonable belief” of removability.
- Unadjusted refugees are not removable simply because they failed to timely adjust status under INA § 209(a); instead, an appropriate charge based on misconduct (e.g., fraud, criminal convictions) must be used as the basis for DRO to initiate removal proceedings.
- Any decision to place an unadjusted refugee into removal proceedings must be made within 48 hours of when the alien enters DRO custody.
- DRO Field Offices must promptly release unadjusted refugees who they decide not to place in removal proceedings and, in all cases, must release the aliens once the 48-hour mark is reached even if a charging decision has not yet been made.
- Custody of unadjusted refugees arrested by DRO should be handled under INA § 236, meaning that some aliens will be subject to mandatory detention and others will be eligible for release when they meet established criteria for discretionary release under INA § 236(a) (i.e., not a flight risk or danger to the community).
- NTA drafting for unadjusted refugees can be challenging, as there is uncertainty in the law right now. But one clear rule is that DRO should not be charging unadjusted refugees as “arriving aliens,” and the Offices of Chief Counsel can assist with other drafting.

~~Warning: This document is UNCLASSIFIED//FOR OFFICIAL USE ONLY (U//FOUO). It contains information that may be exempt from public release under the Freedom of Information Act (5 U.S.C. 552). It is to be controlled, stored, handled, transmitted, distributed, and disposed of in accordance with DHS policy relating to FOUO information and is not to be released to the public or other personnel who do not have a valid “need-to-know” without prior approval of an authorized DHS official. No portion of this report should be furnished to the media, either in written or verbal form.~~



U.S. Immigration
and Customs
Enforcement

MAY 10 2010

MEMORANDUM FOR: Field Office Directors

FROM: James Chaparro
Director

SUBJECT: Detention of Refugees Admitted Under INA § 207 Who Have Failed to Adjust to Lawful Permanent Resident Status

Purpose

This memorandum clarifies when and under what circumstances U.S. Immigration and Customs Enforcement's (ICE) Office of Detention and Removal Operations (DRO) Field Offices may detain refugees who have failed to adjust to lawful permanent resident (LPR) status. To the extent that any provisions of this memorandum may appear inconsistent with Chapter 11.19(c) or other provisions of the Detention and Removal Operations Policy and Procedure Manual,¹ this memorandum should be followed.

Background

An alien resettled in the United States under the U.S. Refugee Admissions Program is conditionally admitted to the United States as a "refugee" under section 207 of the Immigration and Nationality Act (INA or Act). Section 209(a)(1) of the Act, entitled "Adjustment of Status of Refugees," generally provides that after such refugees have been physically present in the United States for at least one year, they "shall, at the end of such period, return or be returned to the custody of the Department of Homeland Security for inspection and examination for admission to the United States as an immigrant in accordance with [INA §§ 235, 240, and 241]."

Although this language creates a clear expectation that refugees should present themselves for adjustment to LPR status after one year's physical presence in the United States, ICE officers and agents occasionally encounter refugees who have failed to timely apply for adjustment of status under INA § 209(a). Such encounters most often occur when a refugee has been apprehended by other law enforcement agencies for suspected criminal activity.

¹ The Policy and Procedure Manual should be promptly revised, in consultation with the Office of the Principal Legal Advisor, to reflect the approach outlined in this memorandum.

Notice: *This memorandum is intended to provide internal operational and policy guidance to ICE personnel. It does not, is not intended to, shall not be construed to, and may not be relied upon to, create any rights, substantive or procedural, enforceable at law by any person in any matter, criminal or civil.*

Under section 209(a) of the Act, refugees are subject to examination and inspection by USCIS for admission to the United States as an LPR after one year's physical presence. Failure by such individuals to apply for adjustment of status under this provision is not a sufficient ground to place them in removal proceedings, and therefore not a proper basis for detaining them. ICE, however, may charge a refugee with removability, consistent with the guidance below, if one or more grounds apply even if the individual's refugee status has not been terminated. Moreover, if USCIS denies a refugee's application for adjustment of status, USCIS may place the individual in removal proceedings as a new applicant for admission, charging any applicable grounds of inadmissibility under section 212 of the Act. See 8 C.F.R. § 209.1(e).

Discussion

ICE has arrest authority over aliens under section 287(a)(2) of the Act and detention authority under sections 235 and 236, among other provisions of law. Except in case of emergency or other extraordinary circumstances, upon the arrest of an unadjusted refugee upon reasonable belief of removability, a DRO Field Office must determine, no later than 48 hours after the arrest, whether to release the individual or issue a Notice to Appear (NTA), Form I-862, indicating the removal charge(s) applicable to the alien. See 8 C.F.R. § 287.3(d); Memorandum from Asa Hutchinson, Undersecretary for Border and Transp. Sec., Guidance on ICE Implementation of Policy and Practice Changes Recommended by the Dep't of Justice Inspector Gen. 2 (Mar. 30, 2004). If it becomes apparent earlier that no removability ground applies, the individual must be released promptly.

Accordingly, upon taking an unadjusted refugee into custody based upon a reasonable belief that he or she is removable, the DRO Field Office first must finalize its determination whether to place the individual in removal proceedings under INA § 240 and, if so, whether to continue detention. A refugee may not be placed in removal proceedings based on a failure to adjust status or to apply for adjustment of status because an alien's failure to adjust status or apply for adjustment under INA § 209(a) is not a ground of removability. Therefore, the only way DRO may place an unadjusted refugee in proceedings is if a violation of the INA can be established that is unrelated to the alien's failure to adjust, such as fraud or a criminal conviction that forms the basis for a charge under INA §§ 212 or 237.

The DRO Field Office, in the exercise of discretion, may make a determination to issue an NTA to any unadjusted refugee for whom it believes there is prima facie evidence of inadmissibility under INA § 212(a) or deportability under INA § 237(a), regardless of whether the individual's refugee status has been terminated and even if USCIS has not yet considered the refugee's adjustment application. Although DHS is working to achieve clarity in the law, some immigration courts have taken varied positions on whether someone initially admitted as a refugee under INA § 207 is most appropriately charged under section 212 or 237 of the Act. It is critical, therefore, that DRO Field Offices work closely with ICE Offices of Chief Counsel (OCCs) to identify the most appropriate charge(s) and draft legally sufficient NTAs.²

² Refugees admitted under INA § 207 who are not seeking readmission at a port-of-entry, however, should not be considered arriving aliens as defined in 8 C.F.R. § 1.1(q).

Notice: *This memorandum is intended to provide internal operational and policy guidance to ICE personnel. It does not, is not intended to, shall not be construed to, and may not be relied upon to, create any rights, substantive or procedural, enforceable at law by any person in any matter, criminal or civil.*

Any NTA must be served on the alien promptly, and service must in any case be accomplished within 72 hours of arrest in the absence of emergency or other extraordinary circumstances. For unadjusted refugees who are placed in removal proceedings, DRO should make custody determinations under section 236 of the Act.³

If it is determined that the individual should be placed in removal proceedings, DRO Field Office personnel should also attempt to ascertain, through examination of available records systems and direct questioning of the alien, whether he or she has applied for adjustment of status under INA § 209(a). If no application has been filed, the DRO Field Office should promptly notify its corresponding USCIS Field Office Director, or a point-of-contact designated by the USCIS Field Office Director, of the decision to charge, so that USCIS can commence the adjustment process pursuant to INA § 209(a) and 8 C.F.R. § 209.1.⁴ The DRO Field Office should advise the alien that he or she is required by law to apply for adjustment of status and provide the alien with a copy of the Form I-485 (Application to Register Permanent Residence or Adjust Status) and Form I-602 (Application by Refugee for Waiver of Grounds of Excludability), and corresponding instructions, which are all available on the USCIS public website. To the fullest extent possible, these forms should be completed by the alien before he or she is released from custody.⁵ DRO Field Offices should make a copy of the forms for the alien and provide the originals to the USCIS Field Office Director (or designee).

In addition to providing USCIS with identifying information (including full name, alien registration number, and date of birth pertaining to the alien), a DRO Field Office should provide an explanation of how the alien came to be in ICE custody. This information, particularly if it entails a criminal arrest or conviction, may be relevant to USCIS's determination whether to grant adjustment of status.

If a determination to place an unadjusted refugee in removal proceedings has not been made within the initial 48-hour period discussed above, the DRO Field Office should release the alien with a reminder that the INA imposes an obligation upon him or her to apply for adjustment of status under section 209(a) and to provide DHS with updated address information under section

³ Under INA § 236(a), with limited exceptions, ICE has discretion to release aliens on bond or on their own recognizance, or to continue detention based on a variety of factors, such as whether the alien poses a danger to persons or property, is a threat to national security, or poses a risk of flight. *See Matter of Guerra*, 24 I&N Dec. 37, 38 (BIA 2006). Section 236(c) of the Act, however, requires ICE to continue the detention of certain aliens, including aliens who are inadmissible or deportable either for having committed certain crimes or by operation of the national security grounds of INA §§ 212(a)(3)(B) or 237(a)(4)(B).

⁴ In addition, all DRO Field Offices should clearly identify in the Enforcement Alien Removals Module (EARM) all unadjusted refugees in their custody and be able to provide real-time data on the number of such individuals to DRO Headquarters upon request.

⁵ If an alien declines to complete the forms, the DRO Field Office should fill in part 1 of both forms, which contains only basic biographical information. In addition, on the I-485 form, the DRO Field Office should check box "h" of part 2, add a corresponding notation in the blank space next to the checkbox that reads, "Applicant admitted to the United States as refugee, but declined to complete application required by INA 209(a). Part 1 of this form completed by ICE," and complete Part 5, entitled "Signature of Person Preparing Form, If Other Than Above," in its entirety. On the I-602 form, the DRO Field Office should add a note at the end of part 2 that reads, "Applicant declined to complete form. Part 1 of this form completed by ICE."

265. The DRO Field Office should notify the USCIS District Director (or designee) of the release and provide USCIS with any information obtained from the alien regarding where he or she currently resides.

Contact

For questions about this guidance, DRO Field Offices should contact the DRO Headquarters Case Management Unit. For legal questions regarding refugee detention and charging authority, or in the event DRO Field Offices become aware of federal court litigation brought by unadjusted refugees challenging their ICE detention, they should promptly contact their corresponding OCCs.

Attachment

When to Detain Refugees Who Have Failed to Adjust to Lawful Permanent Resident Status: Key Points

The May 10, 2010, DRO memorandum, "Detention of Refugees Admitted Under INA § 207 Who Have Failed to Adjust to Lawful Permanent Resident Status," ICE Policy 11039.1, clarifies the circumstances under which you may detain aliens admitted to the United States as "refugees" who failed to adjust status within one year of admission ("unadjusted refugees") as provided in INA § 209(a). Specifically:

- Failure to adjust status in accordance with the provisions of INA § 209(a) does not in itself constitute grounds for removability for an unadjusted refugee.
 - Do not take an unadjusted refugee into custody unless you have a "reasonable belief" that the alien is removable.
 - Removability will generally relate to criminal misconduct or immigration fraud, including, possibly, fraud related to the initial resettlement in the United States. See INA §§ 212(a)(2), (a)(6)(C), 237(a)(1)(A), or (a)(2).*
- You must decide whether to initiate removal proceedings within 48 hours of taking the unadjusted refugee into DRO custody.
 - Upon deciding against removal, promptly release the unadjusted refugee.
 - At the 48-hour mark, release the individual, even if you are still weighing pros and cons.
 - Do not charge an unadjusted refugee as an "arriving alien."
 - Under existing ICE policy, in the absence of emergency or other extraordinary circumstances, Notices to Appear (NTAs) must be served on aliens within 72 hours of arrest.
- Coordinate with local USCIS when placing an unadjusted refugee into removal proceedings.
 - To expedite the adjustment of status process, you may have to provide the adjustment and waiver forms (I-485 and I-602) to the unadjusted refugee and, if he/she will not cooperate, fill out portions of the paperwork yourself, then forward it to USCIS.
- Follow normal INA § 236 procedures when making a custody determination.
 - Unless an alien is subject to mandatory detention, you should exercise discretion and consider such factors as flight risk and danger to the community in deciding whether to release the individual.
 - The Alternatives to Detention program could be appropriate.

If you have questions about this guidance, please contact Case Management Unit Chief (b)(6), (b)(7)c

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

(b)(5)

From: (b)(6), (b)(7)c
To:
Subject: FW: A Message from Assistant Director Cullen
Date: Thursday, October 24, 2013 8:49:49 AM
Importance: High

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

Supervisory Immigration Enforcement Agent
Department of Homeland Security
U. S. Immigration and Customs Enforcement
Enforcement Removal Operations
8915 Montana Ave. El Paso TX 79925

915-225 (b)(6), (b)(7)c SIEA Office
915-298 (b)(6), (b)(7)c Office
915-726 (b)(6), (b)(7)c Cell
915-298-5342 Fax

From: (b)(6), (b)(7)c
Sent: Monday, August 02, 2010 4:25 PM

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

Subject: FW: A Message from Assistant Director Cullen
Importance: High

The ICE Director, John Morton on today's date has signed new Directive on form I-247 "Detainers" please read below and the link which provides a copy of the new form I-247 that is to be used by our officers starting today. The form will be uploaded into Enforce within the next couple of days.

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

Supervisory Detention & Deportation Officer
U.S. Immigrations & Customs Enforcement
VCAS/CAP/IRP/IHP/Secure Communities
8915 Montana Ave., El Paso, Texas 79925
915-225 (b)(6), (b)(7)c (desk) 915-893 (b)(6), (b)(7)c (cell)

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

From: (b)(6), (b)(7)c
Sent: Monday, August 02, 2010 4:14 PM
Subject: A Message from Assistant Director Cullen
Importance: High

A Message from Assistant Director Cullen

To all ICE employees
August 2, 2010

New ICE Interim Detainer Policy

The Interim ICE Policy Directive No. 10074.1, titled "Detainers" was signed by ICE Director John Morton on August 2, 2010. This Directive establishes interim policy regarding the issuance of civil immigration detainers.

For questions about this Interim Directive, please contact the Office of Policy at (202) 732-(b)(6), (b)(7). This ICE Directive and the accompanying I-247 Form have been posted on the ICE Policy Manual through the following link: (b)(7)e

Please note that the I-247 form has been revised, and as of today, this new form should be used. It is expected that the new form will be uploaded to ENFORCE in the coming days.

Susan Cullen Dunbar
Assistant Director for Policy
U.S. Immigration and Customs Enforcement

From: (b)(6), (b)(7)c
To:
Subject: FW: OREC and OSUP Reporting
Date: Thursday, October 24, 2013 8:07:02 AM

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

Supervisory Immigration Enforcement Agent
Department of Homeland Security
U. S. Immigration and Customs Enforcement
Enforcement Removal Operations
8915 Montana Ave. El Paso TX 79925

915-225- (b)(6), (b)(7)c SIEA Office
915-298- (b)(6), (b)(7)c Office
915-726- (b)(6), (b)(7)c Cell
915-298-5342 Fax

From: (b)(6), (b)(7)c
Sent: Tuesday, August 28, 2012 12:22 PM
Subject: OREC and OSUP Reporting

The following message is sent on behalf Gary Mead, Executive Associate Director:

To: All ERO Employees
Subject: OREC and OSUP Reporting

On August 23, 2012, EAD Mead signed [ICE Reporting Guidance](#) and superseded the November 12, 2004 Victor Cerda [Orders of Supervision](#) memorandum. Both documents may be accessed in the ERO Resource library via the embedded hypertext links.

Policy: Field Offices are authorized to exercise discretion in establishing reporting requirements of an alien released on an Order of Recognizance (OREC) or Order of Supervision (OSUP); specifically, how often aliens will report to ICE. At a minimum, aliens released on OREC or OSUP must report at least once per year.

Each alien's case and reporting requirements may be reassessed and modified based on the alien's level of compliance, ICE detention and enforcement priorities, changes to circumstances of the individual case, and as a matter of discretion. Supervisory Detention and Deportation Officers are responsible for reviewing and approving changes to reporting requirements.

Additional guidance regarding a new OREC and OSUP reporting is forthcoming.

~~NOTICE: This communication may contain privileged or otherwise confidential information. If you are not an~~

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From: (b)(6), (b)(7)c
To:
Subject: FW: Parole Determinations For Arriving Aliens Claiming Fear
Date: Thursday, October 24, 2013 8:42:04 AM
Importance: High

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

Supervisory Immigration Enforcement Agent
Department of Homeland Security
U. S. Immigration and Customs Enforcement
Enforcement Removal Operations
8915 Montana Ave. El Paso TX 79925

915-225 (b)(6), (b)(7)c SIEA Office
915-298 (b)(6), (b)(7)c Office
915-726 (b)(6), (b)(7)c Cell
915-298-5342 Fax

From: (b)(6), (b)(7)c
Sent: Monday, February 14, 2011 2:07 PM

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

Subject: FW: Parole Determinations For Arriving Aliens Claiming Fear
Importance: High

fyi

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

Supervisory Detention & Deportation Officer
U.S. Immigration & Customs Enforcement
VCAS/CAP/IRP/IHP/Secure Communities
6451 Boeing, El Paso, Texas 79925
915-881 (b)(6), (b)(7)c (desk) 915-898 (b)(6), (b)(7)c (cell)

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

From: (b)(6), (b)(7)c
Sent: Monday, February 14, 2011 8:17 AM
To: (b)(6), (b)(7)c
Subject: FW: Parole Determinations For Arriving Aliens Claiming Fear
Importance: High

Pass onto staff for knowledge

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

915-726

915-225

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

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

Sent: Friday, February 11, 2011 3:13 PM

Subject: Parole Determinations For Arriving Aliens Claiming Fear

Importance: High

This message is being sent on behalf of (b)(6), (b)(7)c Assistant Director for Removal, and approved by (b)(6), (b)(7)c Acting Assistant Director Field Operations:

To: Field Office Directors and Deputy Field Office Directors

Subject: Parole Determinations For Arriving Aliens Claiming Fear

In order to ensure compliance with the ICE directive regarding parole considerations for arriving aliens who establish a credible fear of persecution or torture, ERO personnel are reminded to refer to [*Parole of Arriving Aliens Found to Have a Credible Fear of Persecution or Torture*](#), §4.2.

If an alien does establish a credible fear of persecution or torture, parole may be considered on a case by case basis provided **“the alien’s identity is sufficiently established, the alien posses neither a flight risk nor a danger to the community and no additional factors weigh against release of the alien”**.

Please contact (b)(6), (b)(7)c or by phone at 202-732-(b)(6), (b)(7)c with questions or concerns.

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From: [redacted]
To: [redacted] (b)(6), (b)(7)c
Cc:
Subject: RE: FHO Org. Chart
Date: Thursday, May 24, 2012 5:32:01 PM
Attachments: [HOU_Field_Office_Organizational_Chart\(04-30-12\).xlsx](#)

Just teasing. Here you go.

[redacted] (b)(6), (b)(7)c
Special Assistant to the Director
ICE/ERO/Houston Field Office
126 Northpoint Drive
Houston, TX 77060
(Work) 281-774- [redacted] (b)(6), (b)(7)c
(BB) 832-256- [redacted] (b)(6), (b)(7)c

From: [redacted] (b)(6), (b)(7)c
Sent: Thursday, May 24, 2012 4:30 PM
To: [redacted] (b)(6), (b)(7)c
Cc:
Subject: FW: FHO Org. Chart

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

Before I send this, what is the purpose of this request?

[redacted] (b)(6), (b)(7)c
Special Assistant to the Director
ICE/ERO/Houston Field Office
126 Northpoint Drive
Houston, TX 77060
(Work) 281-774- [redacted] (b)(6), (b)(7)c
(BB) 832-256- [redacted] (b)(6), (b)(7)c

From: [redacted] (b)(6), (b)(7)c
Sent: Thursday, May 24, 2012 4:27 PM
To: [redacted] (b)(6), (b)(7)c
Subject: FW: FHO Org. Chart

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

Can you help [redacted] (b)(6), (b)(7)c with this request?

From: [redacted] (b)(6), (b)(7)c
Sent: Thursday, May 24, 2012 2:40 PM
To: [redacted] (b)(6), (b)(7)c
Cc:
Subject: FHO Org. Chart

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

Can we get a copy of the Houston Organizational Chart that lists current employee and supervisor assignments for the entire field office? Thanks in advance!

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

FOD
[Name]

(b)(7)e

FOD
David W. Jennings
(b)(6), (b)(7)c

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

From:
To:
Cc:

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

Subject: Updated CAP Organization Chart as of 4-23
Date: Tuesday, April 24, 2012 11:37:25 AM
Attachments: [2012_04_24_10_33_43.pdf](#)

The attachment is a copy of the up-to-date CAP organization chart.

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

Assistant Field Office Director
Criminal Alien Program
Houston Field Office

Office: (281) 985-(b)(6), (b)(7)c

Cell: (832) 452-(b)(6), (b)(7)c

AFOD's Fax: (281) 449-7804

ICE ERO CAP 24/7 Command Center Voice: (281) 985-(b)(6), (b)(7)c

ICE ERO CAP 24/7 Command Center Fax: (281) 985-8463 or (281) 987-0338

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Criminal Alien Program

FY2012

updated 4/23/2012

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

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

From: [redacted]
To: [redacted] (b)(6), (b)(7)c
Cc:
Subject: FW: Latest Org Chart
Date: Wednesday, June 26, 2013 1:03:00 PM
Attachments: [Table of Organization \(June 13 - Final\).pdf](#)

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

Is it possible for you to print the org chart on 22x18 sheets or close to that size?

Thanks

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

From: [redacted] (b)(6), (b)(7)c
Sent: Monday, June 24, 2013 1:29 PM
To: [redacted] (b)(6), (b)(7)c
[redacted] (b)(6), (b)(7)c
Cc: [redacted] (b)(6), (b)(7)c; Jennings, David W; [redacted] (b)(6), (b)(7)c
Subject: Latest Org Chart

Attached is the latest update. Please send me any changes.

Thanks!

[redacted] (b)(6), (b)(7)c
Special Assistant to the FOD
126 Northpoint Drive
Houston, TX 77060
Office: 281.774.[redacted] (b)(6), (b)(7)c
Mobile: 832.266.[redacted] (b)(6), (b)(7)c

(b)(7)c

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

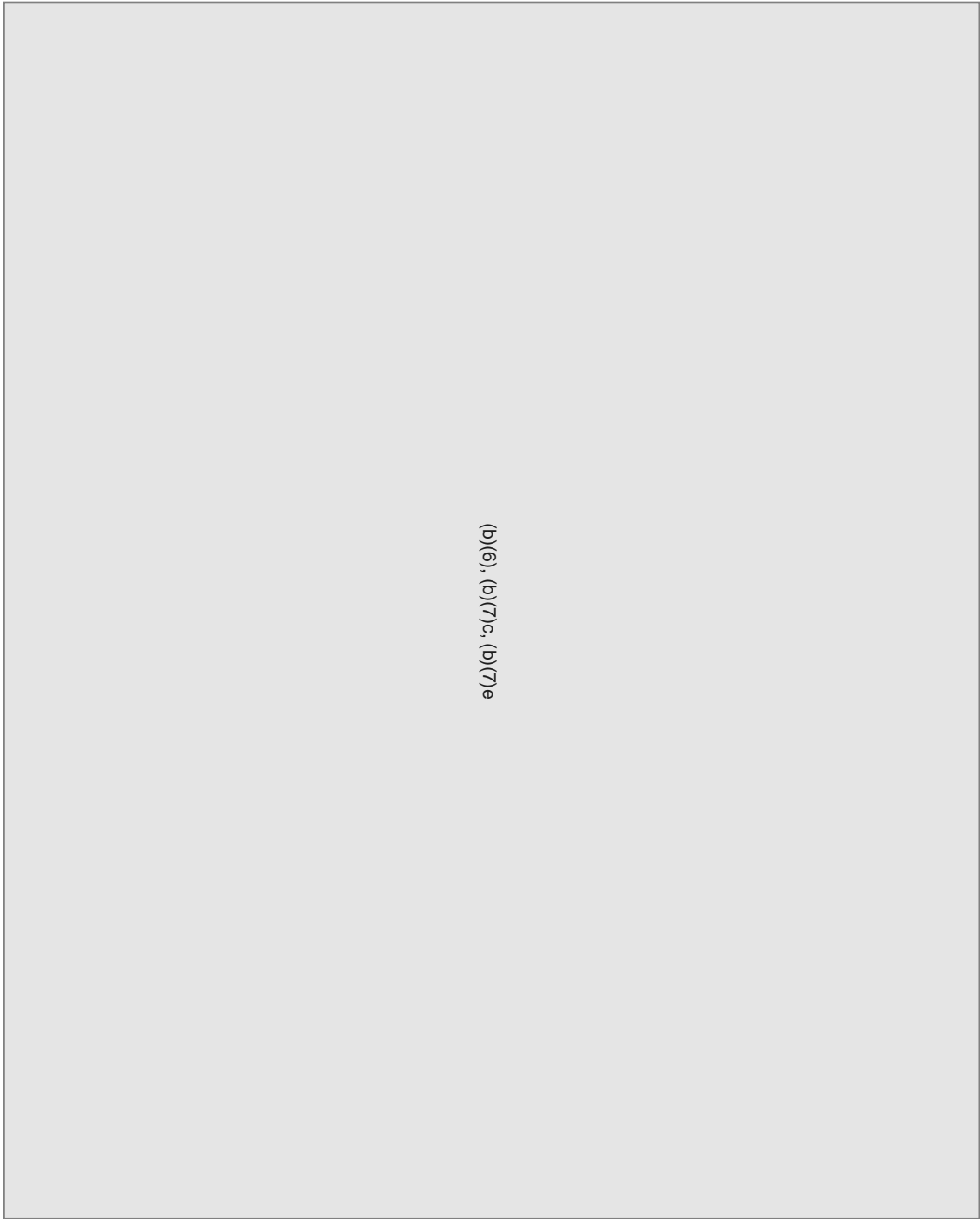
(b)(6), (b)(7)c, (b)(7)e

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

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

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

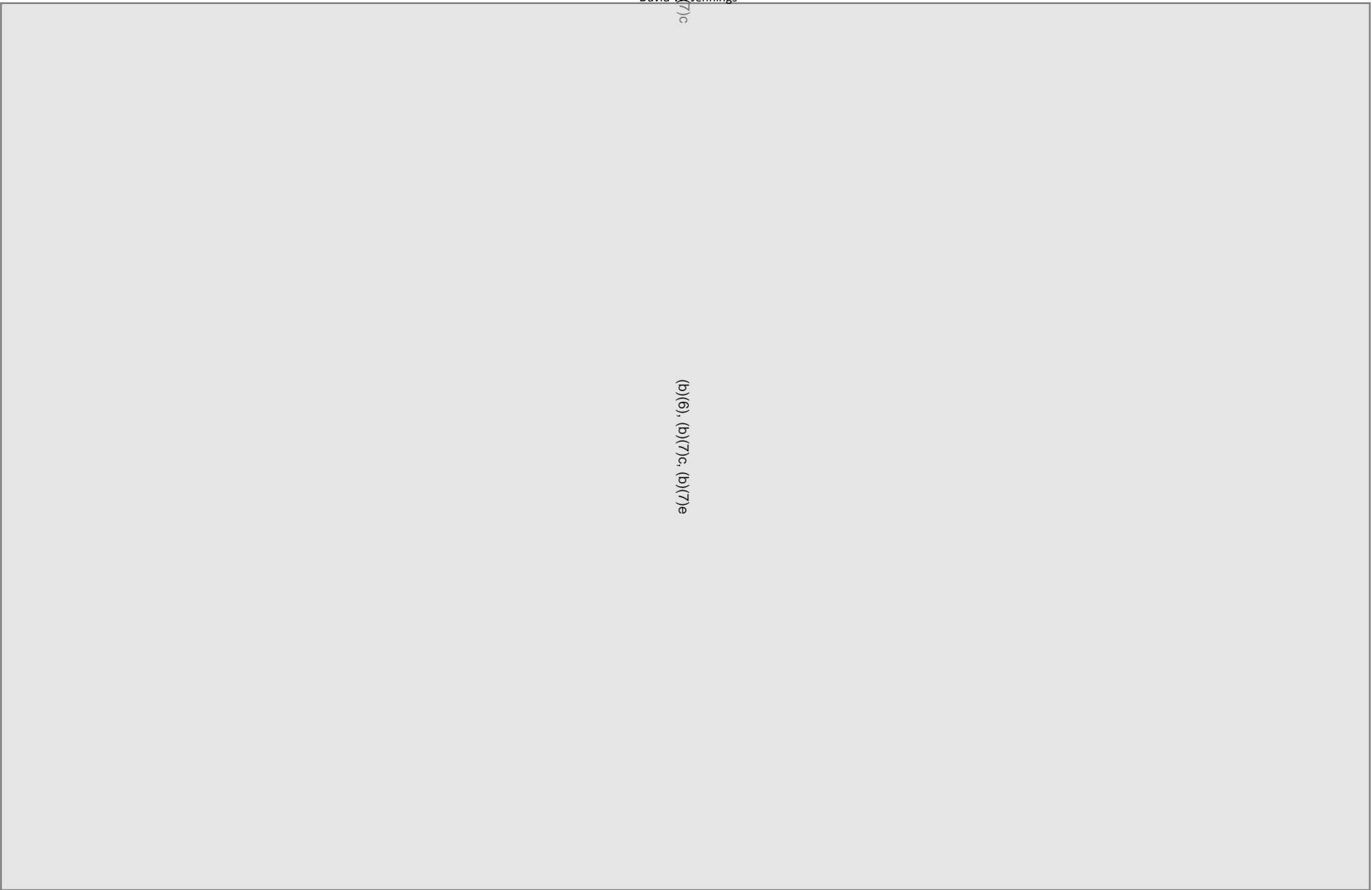
(b)(6), (b)(7)c, (b)(7)e



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

(b)(6), (b)(7)(c)
David W. Jennings

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



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

From:

To:

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

Cc:

Subject:

FW: Updated Field Office Organizational Charts

Date:

Thursday, April 26, 2012 5:09:45 PM

Attachments:

[HOU_Field_Office_Organizational_Chart.xlsx](#)

Please send me your latest org chart so I can update the Field Office's. Attached is the one that was last updated.

Thanks,

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

Special Assistant to the Director

ICE/ERO/Houston Field Office

126 Northpoint Drive

Houston, TX 77060

(Work) 281-774-(b)(6), (b)(7)c

(BB) 832-256-(b)(6), (b)(7)c

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

Sent: Thursday, April 26, 2012 11:14 AM

Subject: Updated Field Office Organizational Charts

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: Updated Field Office Organizational Charts

A tasking was disseminated in July of 2011 requesting that each Field Office provide an organizational chart for an Operational Workforce Analysis study conducted by Secure Communities. This information has proven to be useful in validating HR reports, conducting operational analyses, updating models, and making workforce recommendations to ERO management.

To ensure we continue to use the most up-to-date information in our ongoing analyses and planning efforts, it is requested that each office provide an update to the organizational chart that was submitted to HQ in July of 2011. We plan to continue requesting updates on an annual basis so it is encouraged that your organizational chart be maintained at the Field Office level.

(b)(6), (b)(7)(C) from Law Enforcement Systems & Analysis (LESA), Strategy & Operations Analysis (SOA) unit will be forwarding each office their respective submission from last year and will be requesting an update by Thursday, May 15, 2012. Please provide a "no update" response if there are no changes. Below are the guidelines that were disseminated with the message last July; these guidelines will also apply to any updates your office provides:

-An organization chart is a graphic description of each field office responsibilities and

reporting lines.

-Your organizational chart should list every individual, with GS-level, in your AOR:

- Law Enforcement Supervisors (e.g., FOD, DFOD, AFOD, SDDO, SIEA)
- Law Enforcement Staff (e.g. DO, IEA,)
- Support Staff (e.g. DRA, MPA, Bond Specialist, MSS, SMSS, etc.)

-The chart should also provide details on the location and responsibility area of each of the above individuals:

- Location (e.g., Detention Facility, Sub-office, etc)
- Responsibility Area (e.g., CAP, Fug-Ops, 287(g), Case Management (detained vs non-detained), ATD/Bonds, Transportation, etc)

Please provide your updates or “no update” response to (b)(6), (b)(7)c at

(b)(6), (b)(7)c He can also be contacted at 202-732-(b)(6), (b)(7)c if there are any questions or concerns regarding this tasking.

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FOD
[Name]

(b)(7)e

FOD
Kenneth L. Landgrebe
(b)(6), (b)(7)c

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

From: [redacted]
To: [redacted] (b)(6), (b)(7)c
Cc: [Jennings, David W.](#); [redacted] (b)(6), (b)(7)c
Subject: Org Chart
Date: Friday, September 21, 2012 11:36:55 AM
Attachments: [Table of Organization \(09-20-12\).xlsx](#)

I've attached the latest Org Chart and have also placed it on the [redacted] (b)(7)e Organization Chart. Please let me know if you have any changes.

Thanks,

[redacted] (b)(6), (b)(7)c
Special Assistant to the FOD
126 Northpoint Drive
Houston, TX 77060
Office: 281-774-[redacted] (b)(6), (b)(7)c
BB: 832-256-[redacted] (b)(6), (b)(7)c

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

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

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

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

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

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

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

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

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

From:
To:
Cc:

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

Subject: August CAP stats
Date: Wednesday, September 11, 2013 3:08:29 AM
Attachments: [CAP stats August 2013.xlsx](#)

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

Here are the CAP stats for the month of August broken down by respective SDDO's. Grand totals are listed at the bottom and I have also include the excel document in case you need to move things around.

CAP August 2013 stats				
SDDO	Encounters	Detainers	CDI'S	Arrests
(b)(6), (b)(7)c	15	13	5	9
(b)(6), (b)(7)c	22	21	0	0
(b)(6), (b)(7)c	12	3	6	17
TOTALS	49	37	11	26

SDDO	Encounters	Detainers	CDI'S	Arrests
(b)(6), (b)(7)c	15	10	2	15
(b)(6), (b)(7)c	16	13	1	19
TOTALS	31	23	3	34

SDDO	Encounters	Detainers	CDI'S	Arrests
(b)(6), (b)(7)c	12	2	1	12
(b)(6), (b)(7)c	9	4	2	7
(b)(6), (b)(7)c	13	1	0	16
(b)(6), (b)(7)c	12	4	6	13
(b)(6), (b)(7)c	28	5	3	27
(b)(6), (b)(7)c	27	14	4	20
(b)(6), (b)(7)c	17	1	5	20
TOTALS	118	31	21	115

SDDO	Encounters	Detainers	CDI'S	Arrests
(b)(6), (b)(7)c	2	12	6	4
(b)(6), (b)(7)c	0	0	0	0
(b)(6), (b)(7)c	17	0	4	26

(b)(6), (b)(7)c	35	33	5	20
TOTALS	54	45	15	50

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

(b)(6), (b)(7)c	Encounters	Detainers	CDI'S	Arrests
	40	4	18	45
	7	0	8	12
	37	36	6	40
	28	27	15	43
	0	0	0	0
	25	24	5	31
	9	2	8	9
TOTALS	146	93	60	180

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

(b)(6), (b)(7)c	Encounters	Detainers	CDI'S	Arrests
	12	2	1	3
	11	12	1	8
	13	5	0	4
	0	0	0	0
TOTALS	36	19	2	15

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

(b)(6), (b)(7)c	Encounters	Detainers	CDI'S	Arrests
	50	28	5	27
	58	12	2	17
	14	12	3	17
	38	18	5	23
	23	23	7	22
	17	20	5	22
	45	35	14	42
	26	23	10	26
	27	27	9	27
	0	0	0	0
	36	35	14	38
	24	24	8	28
	13	11	5	12
	24	16	7	16
	23	18	5	22
	17	16	0	17
	6	6	5	7
	23	23	12	29
	18	18	5	16
TOTALS	54	45	15	50

TOTALS	482	365	121	408
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SDDO (b)(6), (b)(7)c

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

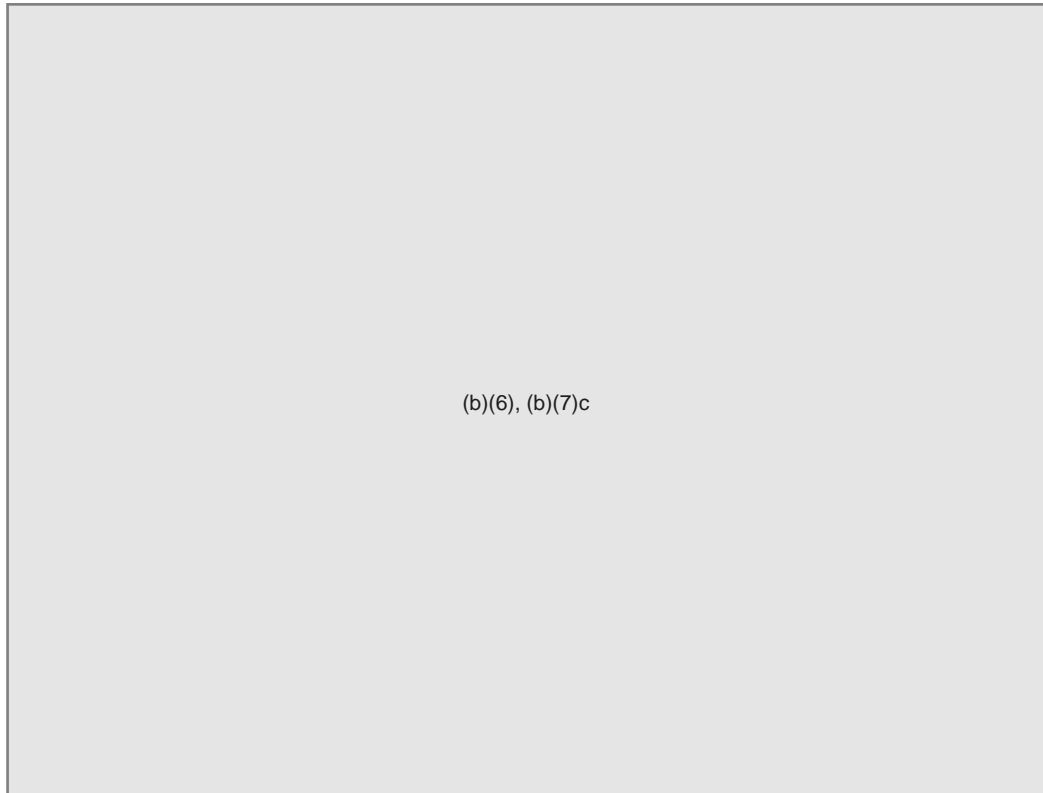
Encounters	Detainers	CDI'S	Arrests
5	2	29	8
6	2	30	5
0	0	7	0
9	8	30	9
1	1	25	1
10	0	23	12
31	13	144	35

TOTALS	31	13	144	35
GRAND TOTALS	947	626	377	863

Thanks,

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

From:
To:



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

Subject: CAP HQ Conference Meeting Minutes
Date: Friday, October 29, 2010 6:08:24 PM
Attachments: [CAP Conf Min 10 27 2010 \(2\).doc](#)

CAP POCs,

Attached, please find the meeting minutes from the CAP HQ Bi-weekly Teleconference held on Wednesday, October 27, 2010.

Thanks and have a great weekend!

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

**Management and Program Analyst
Immigration and Custom Enforcement
Criminal Alien Program - Operations
500 12th Street, SW, Suite 2129
Washington, DC 20536**

(202) 732 (b)(6), (b)(7)c

E-mail (b)(6), (b)(7)c

MINUTES
CAP TELECONFERENCE

1. Meeting:

CAP Teleconference / Reoccurring

2. Organization:

DHS / ICE / ERO HQ / Criminal Alien Program / Operations

3. Date, Time, Place:

Wednesday, October 27, 2010/ 11:00 hrs / DROHQ PCN Suite # 2101

4. Presiding Officer:

(b)(6), (b)(7)c Unit Chief (A) CAP

Officer (b)(6), (b)(7)c opened the meeting by taking a roll call of all attendees. A quorum of representatives from the 24 DRO Field Offices affirmed their participation as seen below:

10/27/2010			
Field Office	In attendance?		
ATL	YES	NOL	YES
BAL	YES	NYC	YES
BOS	YES	NEW	YES
BUF	YES	PHI	YES
CHI	YES	PHO	YES
DAL	YES	SLC	YES
DEN	YES	SNA	YES
DET	YES	SND	YES
ELP	YES	SFR	YES
HOU	YES	SEA	YES
LOS	YES	SPM	YES
MIA	YES	WAS	YES

Officer (b)(6), (b)(7)c led the conference and briefly discussed the following:

1. Is the field using the crime screen? There is a Tasking being formulated.

2. High Projection performance goal – will be required for us to do Surges this year, currently being formulated now and will be very enforcement related. We are going to require After Action Reviews for all operations.
3. CAP is developing the FY 11 Performance goals and they will disseminate them as soon as they are available.

4

(b)(7)e

- HQ POC by AOR:

(b)(6), (b)(7)c		
Detroit	Phoenix	Miami
St Paul	Seattle	Houston
Denver	EL Paso	Los Angeles
Salt Lake City	San Diego	San Francisco
Newark	SAN ANTONIO	Atlanta
Washington	New Orleans	Chicago
Baltimore	New York City	Buffalo
Philadelphia	Dallas	Boston

QUESTIONS FROM THE QUORUM

Questions rose regarding the following issues:

SEATTLE: – can we get an updated version of processing guide? For the crim screen?

[Answer:] Version 2.0 is forthcoming, however as of right now not ready

LOS ANGELES: – any updates on the training database? For the crime entry screen?

(b)(6), (b)(7)c If you could test it today, that update is done. Some had difficulty and I think it works. For all testing DCO. Thank you.

DALLAS: (b)(6), (b)(7)e on my fed CAP for PWP, on one element, I have people that went to less than a case a month. Very subjective now – do you have any verbiage to help us for the element?

[Answer] That verbiage was never vetted so we did not send it out.



CHICAGO: Revised detainer? CAP POC's?

[Answer] POCs have not changed nor have detainers changed.

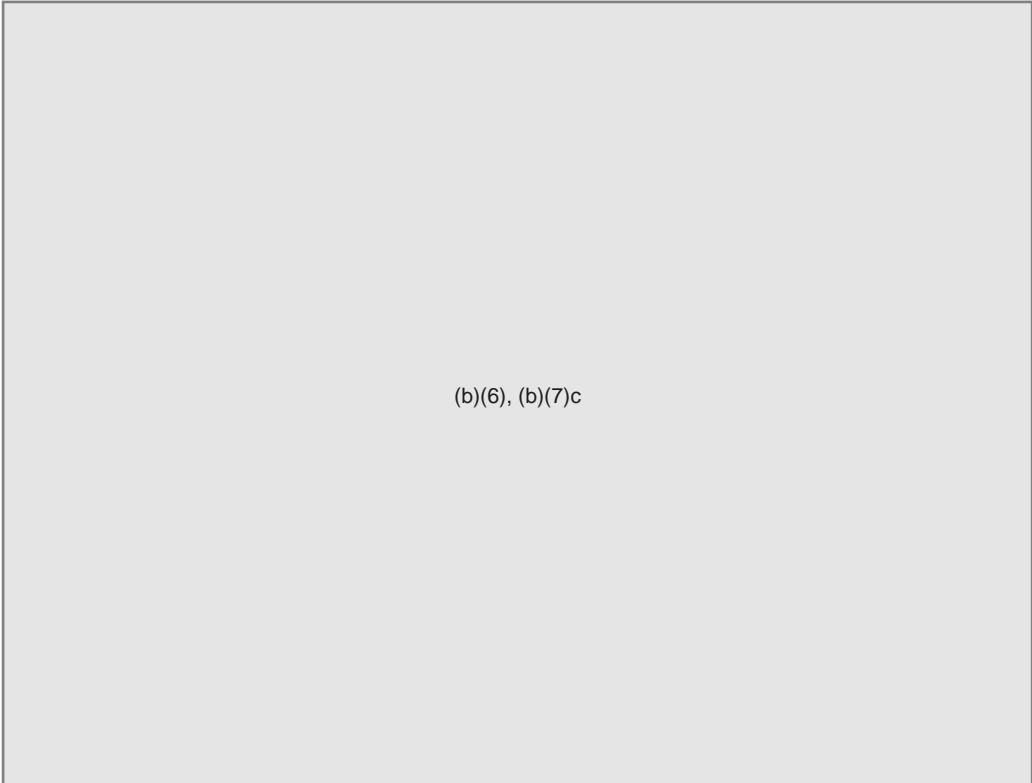
(b)(6), (b)(7) The control board has approved, but has not set the date yet.

ALL FO – Share the PWP element with all of us please.

Note to Field: If you should need assistance with verbiage for your CAP PWP ratings, please contact your CAP POC.

Call ended.

From:
To:



Subject: CAP Meeting Minutes for Wednesday, December 8, 2010
Date: Tuesday, December 14, 2010 9:28:16 AM
Attachments: [CAP Minutes 12.08.2010.docx](#)

All:

Please find the CAP meeting minutes from Wednesday, December 8, 2010 attached.

Thank you,

(b)(6), (b)(7)c
Management Program Analyst
ERO-Criminal Alien Program
(202)732-
(b)(6), (b)(7)c office

MINUTES
CAP TELECONFERENCE

1. Meeting:

CAP Teleconference / Reoccurring

2. Organization:

DHS / ICE / ERO HQ / Criminal Alien Program / Operations

3. Date, Time, Place:

Wednesday, December 8, 2010 / 11:00 hrs / DROHQ PCN Suite # 2101

4. Presiding Officer:

(b)(6), (b)(7)c Unit Chief (A) CAP Operations

Officer (b)(6), (b)(7)c opened the meeting by taking a roll call of all attendees. A quorum of representatives from the 24 DRO Field Offices affirmed their participation as seen below:

12/8/2010			
Field Office	In attendance?		
ATL	N	NOL	Y
BAL	Y	NYC	Y
BOS	Y	NEW	N
BUF	Y	PHI	Y
CHI	Y	PHO	Y
DAL	N	SLC	Y
DEN	Y	SNA	Y
DET	Y	SND	N
ELP	Y	SFR	Y
HOU	Y	SEA	Y
LOS	N	SPM	Y
MIA	N	WAS	Y

Officer (b)(6), (b)(7)c led the conference and briefly discussed the following:

1. Thanks and congratulations to the Field Offices for your outstanding work in FY10. The numbers that posted for CAP in FY10 were impressive. There were

- over 668,000 encounters, more than 239,000 detainees issued, and over 241,000 CAP arrest made. These resulted in over 174,000 CAP initiated removals. CAP/VCAS initiated prosecution of over 14,000 individuals and had over 10,000 cases accepted for prosecution.
2. Thank you for submitting your CAP operational plans for December. The plans are being vetted for approval. Approximately half of the plans have been approved. Plans will be sent back to the POCs as they are signed.
 3. Please ensure that Officers are processing the cases under the operation code "CAP Surge". This will ensure that the results of your CAP surges can be validated through IIDS.
 4. (b)(6), (b)(7)c is no longer in CAP as he has moved on to Field Operations. In the interim, (b)(6), (b)(7)c will be taking over (b)(6), (b)(7)c AORs. The AORs will be redistributed in the near future.
 5. The COGNOS and BQI files will be uploaded to the (b)(7)e. This should assist the field with data quality comparisons for both the CAP numbers and VCAS statistics.

QUESTIONS FROM THE QUORUM

Questions rose regarding the following issues:

- Chicago: Are there any updates on the error for the Crime Entry Screen.
Answer: The updates will come from STU; the tasking is being worked on and will be sent out via STU.

Call ended.

From: (b)(6), (b)(7)c
To:
Subject: CAP Surge State Jail 02/16
Date: Friday, February 17, 2012 10:23:57 AM
Attachments: [CAP Surge Daily Report 2012 Feb12-18.xlsx](#)
[CAP Surge Prosecutions Feb15 ATTACHMENT C.xls](#)

State stats from 02/16/2012

From: (b)(6), (b)(7)c
To: (b)(6), (b)(7)c
Subject: Cases Porcessed
Date: Monday, February 13, 2012 2:41:41 PM
Attachments: [CAPSurgeProcessingLog \(Autosaved\).xlsx](#)

Attached are the cases processed as of COB Friday, 2/10/12, excluding 8 release cases that were worked one afternoon which were getting released the following day.

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

From: (b)(6), (b)(7)c
To: (b)(6), (b)(7)c
Cc:
Subject: DEC.2010 STATS
Date: Monday, January 03, 2011 10:58:01 AM
Attachments: [STATS DEC 2010.xls](#)

Here are the stats for December 2010.

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

Immigration Enforcement Agent
Huntsville IRP-CAP
Huntsville, Texas
Office: 936-730-(b)(6), (b)(7)c
Fax: 936-438-8156

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From: (b)(6), (b)(7)c
To: (b)(6), (b)(7)c
Subject: Documenting CAP cases
Date: Tuesday, February 28, 2012 9:42:08 AM
Attachments: [2012_02_28_08_18_39.pdf](#)

Good Morning (b)(6), (b)(7)c

Per our conversation of last week, this is to illustrate how CAP documents cases regardless if Harris County or Command Center created. This ensures that when a detainer is issued or shortly thereafter once an FBI number is assigned that this key information is captured in ENFORCE.

The supporting information contains every SID number assigned, BOP and DNA numbers, the FBI and county ID numbers.

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

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

Assistant Field Office Director
Criminal Alien Program
Houston Field Office

Office: (281) 985 (b)(6), (b)(7)c

Cell: (832) 452 (b)(6), (b)(7)c

AFOD's Fax: (281) 449-7804

ICE ERO CAP 24/7 Command Center Voice: (281) 985 (b)(6), (b)(7)c

ICE ERO CAP 24/7 Command Center Fax: (281) 985-8463 or (281) 987-0338

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EARM

Logged In: (b)(6), (b)(7)c

Encounter not linked to a person ID.									
Subject ID	A-Number	Last Name	First Name	COB	DOB	Encountered On	Case	Case Category	
		(b)(6), (b)(7)c		MEXIC	(b)(6), (b)(7)c				

Supporting Info - Miscellaneous Numbers

Date Added	Number Type	Number	Associated with ATD	Edit
02/25/2012	FBI	(b)(6), (b)(7)c	No	
02/25/2012	Inmate Number - County Jail		No	
02/25/2012	Other		No	
02/25/2012	State Criminal Number/State Bureau Number		No	

United States Department of Homeland Security (DHS), U.S. Immigration and Customs Enforcement (ICE), Enforcement and Removal Operations (ERO) |

Release 3.0

Encounter Crime Data

Encounter Crime Data

[ADD NEW CRIME](#)

[IMPORT CRIMINAL HISTORY](#)

Full Name

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

FIN Number

FIN: Not enrolled

Subject ID

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

Person ID

Unassociated

DOB

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

Date Added	NCIC Code	Crime Description (CNT #)	COL	CL > \$10K	Charge Date	Disposition	Sentence Length	Life Sentence	FIN #	FBI #	IRV
02/25/2012	5404	Driving Under Influence Liquor (1)	3	No	(b)(6), (b)(7)c	Convicted	0yr 0m 3dy	No			v2 edit delete
02/25/2012	1399	Assault (1)	2	No	(b)(6), (b)(7)c	Convicted	0yr 0m 20dy	No			v2 edit delete
02/25/2012	1399	Assault (1)	2	No	(b)(6), (b)(7)c	Convicted	0yr 0m 45dy	No			v2 edit delete
02/25/2012	5499	Traffic Offense (1)	3	No	(b)(6), (b)(7)c	Pending	0yr 0m 0dy	No			v2 edit delete
02/25/2012	5499	Traffic Offense (2)	3	No	(b)(6), (b)(7)c	Pending	0yr 0m 0dy	No			v2 edit delete

Total Crimes: 5 records

(b)(7)e

Encounter Crime Data

Edit Crime Details

Full Name

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

FIN Number

Subject ID

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

Person ID

Unassociated

DOB

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

General Offense Code(if applicable):

Select a General Offense

NCIC Code/Charge

5499 - Traffic Offense

* Charge Date

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

Encounter Due to Charge

Yes

Conviction Date

Conviction Overturned Date

Dismissed Date

Dropped Date

Sentence Length

0 Years 0 Months 0 Days

One or More Life Sentences

No

Crime Against Minor

No

Crime Loss Exceeds \$10,000

No

Conviction Documents Requested

Conviction Documents Received

(b)(7)e

Encounter Crime Data

Edit Crime Details

Full Name

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

FIN Number

Subject ID

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

Person ID

Unassociated

DOB

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

General Offense Code(if applicable):

Select a General Offense

NCIC Code/Charge

5499 - Traffic Offense

* Charge Date

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

Encounter Due to Charge

Yes

Conviction Date

Conviction Overturned Date

Dismissed Date

Dropped Date

Sentence Length

0 Years 0 Months 0 Days

One or More Life Sentences

No

Crime Against Minor

No

Crime Loss Exceeds \$10,000

No

Conviction Documents Requested

Conviction Documents Received

(b)(7)e

From: (b)(6), (b)(7)c
To: (b)(6), (b)(7)c
Subject: FW: (HQ Approved) TDCJ CAP Surge Operational Plan
Date: Thursday, July 07, 2011 5:59:01 PM
Attachments: [ATTACHMENT A.xls](#)
[ATTACHMENT B.doc](#)
[ATTACHMENT C.xls](#)
[ATTACHMENT D.doc](#)
[ATTACHMENT E.xls](#)
[TDCJ Surge Cost Estimate.xls](#)
[Houston Field Office 2009.pdf](#)
[HQ Op Plan \(Texas Department of Criminal Justice -04102009-Rev3\).doc](#)
Importance: High

This is the complicated one. Yours probably doesn't need to be this complicated.

From: (b)(6), (b)(7)c
Sent: Monday, December 07, 2009 11:42 AM
To: (b)(6), (b)(7)c
Cc: (b)(6), (b)(7)c
Subject: FW: (HQ Approved) TDCJ CAP Surge Operational Plan
Importance: High

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

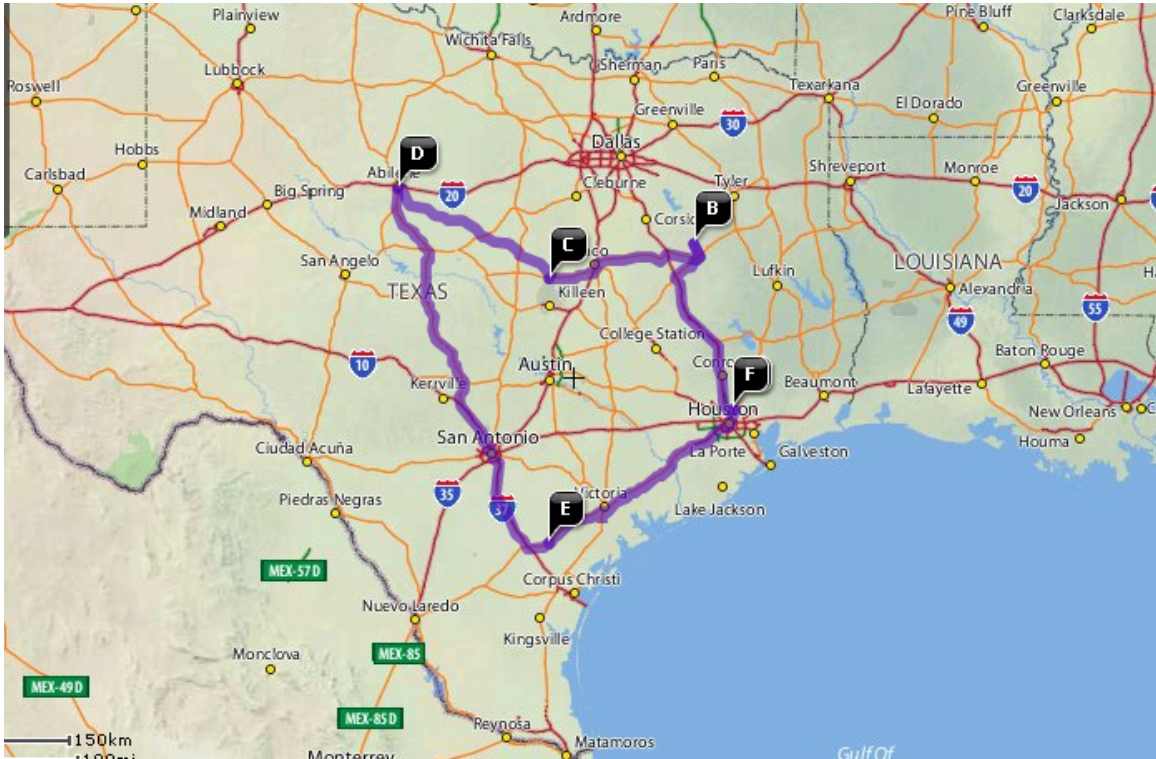
Attached is the Op Plan. It has nearly everything you need to know about the Surge. Attachment A will likely prove most interesting, as it has the list of facilities, who was assigned, and how many aliens are in each.

Attachment B includes the MPV itinerary for the mobile roadshow around the state.

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

**ATTACHMENT B
MPV Itinerary**

MPV Route



F	START	Houston CDF	May 4, 2009
B	PHASE I	Gurney/Palestine	May 4, 2009 - May 12, 2009
C	PHASE II	Murray/Gatesville	May 13, 2009 – May 20, 2009
D	PHASE III	Middleton/Abilene	May 21, 2009-May 24, 2009
E	PHASE IV	Garza/Beetown	May 25, 2009-June 5, 2009
F	FINISH	Houston CDF	June 5, 2009

PHASE I – Gurney/Palestine Area

May 4-May 12, 2009

Targeted Lodging:

(b)(7)e

Diesel Fuel:

(b)(7)e

Bus (MPV) Sanitation Facilities:

(b)(7)e

FedEx Drop-off location(s):

(b)(7)e



(b)(7)e

Itinerary:

Monday, May 4, 2009

Gurney Unit - 205 Gurney/Beto Road, Tennessee Colony, Texas

- (b)(7)e CST Initial Briefing with DRO/MPV Staff at Houston Contract Detention Facility, 5520 Greens Road, Houston, Texas, 77032
- (b)(7)e CST MPV/CCV convoy departs for the Gurney Unit, 205 Gurney/Beto Road, Tennessee Colony, Texas 75861
- (b)(7)e CST MPV/CCV convoy arrives at Gurney Unit
- (b)(7)e CST SIEA arranges security briefing with Warden or designee and requests MPV/CCV entrance into facility
- (b)(7)e CST MPV/CCV enters facility
- (b)(7)e CST MPV/CCV configured
- (b)(7)e CST Interviews begin
- (b)(7)e First Shift departs for hotel
- (b)(7)e CST Interviews cease
- (b)(7)e CST Processing ceases
- (b)(7)e Staff secures MPV/CCV and exits facility for hotel

Interview Target: 20
CDI Target: 18

Tuesday, May 5, 2009

Gurney Unit - 205 Gurney/Beto Road, Tennessee Colony, Texas

(b)(7)e CST Staff arrives at Gurney Unit and enters facility.
CST Interviews begin
CST Second shift arrives at Gurney Unit, first shift departs for hotel
CST Interviews cease
CST Processing ceases
Staff secures MPV/CCV and exits facility for hotel

Interview Target: 50

CDI Target: 45

Wednesday, May 6, 2009

Gurney Unit - 205 Gurney/Beto Road, Tennessee Colony, Texas

(b)(7)e CST Staff arrives at Gurney Unit and enters facility
CST Interviews begin
CST Second shift arrives at Gurney Unit, first shift departs for hotel
CST Interviews cease
CST Processing ceases
Staff secures MPV/CCV and exits facility for hotel

Interview Target: 50

CDI Target: 45

Thursday, May 7, 2009

Gurney Unit - 205 Gurney/Beto Road, Tennessee Colony, Texas

Beto Unit - Six (6) miles south of Tennessee Colony on FM 645 in Anderson County

(b)(7)e CST Staff arrives at Gurney Unit and enters facility
CST Interviews begin
CST Interviews cease
SIEA arranges closeout briefing with Warden or designee and requests
MPV/CCV exit from facility
CST MPV/CCV exits facility
First shift departs for hotel
Second shift arrives at MPV
MPV/CCV convoy departs for Beto Unit
CST MPV/CCV convoy arrives at Beto Unit
CST SIEA arranges security briefing with Warden or designee and requests
MPV/CCV entrance into facility.
CST MPV/CCV enters facility
CST MPV/CCV configured
Interviews begin
CST Interviews cease

(b)(7)e CST Processing ceases
Staff secures MPV/CCV and exits facility for hotel.

Interview Target: 41
CDI Target: 37
Gurney Unit Complete

Friday, May 8, 2009

Beto Unit - Six (6) miles south of Tennessee Colony on FM 645 in Anderson County

(b)(7)e CST Staff arrives at Beto Unit and enters facility
CST Interviews begin
(b)(7)e CST Second shift arrives at Beto Unit, first shift departs for hotel
CST Interviews cease
CST Processing ceases
Staff secures MPV/CCV and exits facility for hotel

Interview Target: 50
CDI Target: 45

Saturday, May 9, 2009

Beto Unit - Six (6) miles south of Tennessee Colony on FM 645 in Anderson County

(b)(7)e CST Staff arrives at Beto Unit and enters facility
CST Interviews begin
CST Interviews cease
(b)(7)e SIEA arranges closeout briefing with Warden or designee and requests
MPV/CCV exit from facility
MPV/CCV convoy exits facility and departs for hotel

Interview Target: 23
CDI Target: 21
Beto Unit Complete

Monday, May 11, 2009

Coffield Unit - Route 1 Box 150, Tennessee Colony, Texas 75884

(b)(7)e ST MPV/CCV convoy arrives at Coffield Unit
ST SIEA arranges security briefing with Warden or designee and requests
MPV/CCV entrance into facility.
ST MPV/CCV enters facility
ST MPV/CCV configured
Interviews begin
ST First shift departs for hotel
ST Interviews cease

(b)(7)e CST Processing ceases
Staff secures MPV/CCV and exits facility for hotel.

Interview Target: 42
CDI Target: 38

Tuesday, May 12, 2009

Coffield Unit - Route 1 Box 150, Tennessee Colony, Texas 75884

*Michael Unit - 2664 FM 2054, four (4) miles south of Tennessee Colony on FM 2054 in
Anderson County*

Powledge Unit - 1400 FM 3452, Palestine, Texas 75803

(b)(7)e CST Staff arrives at Coffield Unit and enters facility.
CST Interviews Begin
TDCJ Delivers est. 8 inmates from Powledge Unit for Interview
CST Second shift arrives at Coffield Unit, first shift departs for hotel
TDCJ Delivers est. 22 inmates from Michael Unit for Interview
(b)(7)e CST Interviews cease
CST Processing ceases.
SDDO arranges closeout briefing with Warden or designee and requests
MPV/CCV exit from facility
CST MPV/CCV convoy exits facility and departs for hotel

Interview Target: 43
CDI Target: 39
Coffield Unit Complete
Michael Unit Complete
Powledge Unit Complete
Phase I Complete

PHASE II – Murray/Gatesville Area

May 13-May 20, 2009

Targeted Lodging:

(b)(7)e

Diesel Fuel:

(b)(7)e

Bus (MPV) Sanitation Facilities:

(b)(7)e

FedEx Drop-off location(s):

(b)(7)e

Itinerary:

Wednesday, May 13, 2009

Murray Unit - 1916 North Hwy 36 Bypass, Gatesville, Texas 76596

(b)(7)e CST MPV/CCV convoy departs hotel (Fairfield, TX) for the Murray Unit
CST MPV/CCV convoy arrives at Murray Unit
CST SIEA arranges security briefing with Warden or designee and requests MPV/CCV entrance into facility.
CST MPV enters facility
CST MPV/CCV configured
Interviews begin
CST First shift departs for hotel
CST Interviews cease
CST Processing ceases
Staff secures MPV/CCV and exits facility for hotel

Interview Target: 35

CDI Target: 32

Thursday, May 14, 2009

Murray Unit - 1916 North Hwy 36 Bypass, Gatesville, Texas 76596

(b)(7)e CST Staff arrives at Murray Unit and enters facility.
CST Interviews begin
CST Second shift arrives at Murray Unit, first shift departs for hotel
CST Interviews cease
CST Processing ceases
Staff secures MPV/CCV and exits facility for hotel

Interview Target: 50

CDI Target: 45

Friday, May 15, 2009

Murray Unit - 1916 North Hwy 36 Bypass, Gatesville, Texas 76596

Hilltop Unit - 1500 State School Road, Gatesville, Texas 76598-2996

Mountain View Unit - 2305 Ransom Road, Gatesville, Texas 76528

(b)(7)e CST Staff arrives at Murray Unit and enters Facility.
CST Interviews Begin
TDCJ delivers est. 11 inmates from Hilltop Unit
CST Second shift arrives at Murray Unit, first shift departs for hotel
TDCJ delivers est. 21 inmates from Mountain View Unit
CST Interviews cease.
SDDO arranges closeout briefing with Warden and MPV/CCV exit from facility

(b)(7)e CST Processing ceases
CST MPV/CCV convoy exits facility and departs for hotel

Interview Target: 44
CDI Target: 40
Murray Unit Complete
Hilltop Unit Complete
Mountain View Unit Complete

Monday, May 18, 2009

Crain Unit - 1401 State School Road, Gatesville, Texas 76599-2999

(b)(7)e CST MPV/CCV convoy departs hotel for the Crain Unit
CST MPV/CCV convoy arrives at the Crain Unit
SIEA arranges security briefing with Warden or designee and requests MPV/CCV entrance into facility.
CST MPV/CCV enters facility
CST MPV/CCV configured
(b)(7)e Interviews begin
CST Second shift arrives at Crain Unit, first shift departs for hotel
CST Interviews cease
SDDO arranges closeout briefing with Warden or designee and requests MPV/CCV exit from facility
CST Processing ceases
CST MPV/CCV convoy exits facility and departs for hotel

Interview Target: 46
CDI Target: 41
Crain Unit Complete

Tuesday, May 19, 2009

Hughes Unit - 3201 FM 929, 1.5 miles north of Loop 36 in Coryell County

Woodman Unit - 1210 Coryell City Road, Gatesville, Texas 76528

(b)(7)e CST MPV Convoy departs hotel for the Hughes Unit
CST MPV Convoy arrives at Hughes Unit
SIEA arranges security briefing with Warden or designee and requests MPV/CCV entrance into Facility.
CST MPV/CCV enters facility
CST MPV/CCV configured
Interviews begin
CST Second shift arrives at Hughes Unit, first shift departs for hotel
CST ***SDDO sends (b)(7)e IEs to conduct est. 23 interviews at Woodman Unit.***
CST Interviews Cease
IEAs return from Woodman Unit
SDDO arranges closeout briefing with Warden or designee and requests

(b)(7)e
CST
CST

MPV/CCV exit from facility
Processing ceases
MPV/CCV convoy exits facility and departs for hotel

Interview Target: 56
CDI Target: 50
Hughes Unit Complete
Woodman Unit Complete
Phase II Complete

PHASE III – Middleton/Abilene Area

May 21-May 24, 2009

Targeted Lodging:

(b)(7)e

Diesel Fuel:

(b)(7)e

Bus (MPV) Sanitation Facilities:

(b)(7)e

FedEx Drop-off location(s):

(b)(7)e

Itinerary:

Wednesday, May 20, 2009

Middleton Unit - 13055 FM 3522, Abilene, Texas 79601

(b)(7)e CST MPV/CCV Convoy departs Hotel (Kileen, TX) for the Middleton Unit

(b)(7)e CST MPV/CCV convoy arrives at Middleton Unit
CST SIEA arranges security briefing with Warden or designee and requests MPV/CCV entrance into facility.
CST MPV/CCV enters facility
(b)(7)e CST MPV/CCV configured
Interviews begin
CST First shift departs for hotel
CST Interviews cease
CST Processing ceases
Staff secures MPV/CCV and exits facility for Hotel.

Interview Target: 35
CDI Target: 32

Thursday, May 21, 2009

Middleton Unit - 13055 FM 3522, Abilene, Texas 79601

(b)(7)e CST Staff arrives at Middleton Unit and enters facility.
CST Interviews begin
(b)(7)e CST Second shift arrives at Middleton Unit, first shift departs for hotel
CST Interviews cease
CST Processing ceases
Staff secures MPV/CCV and exits facility for hotel.

Interview Target: 50
CDI Target: 45

Friday, May 22, 2009

Middleton Unit - 13055 FM 3522, Abilene, Texas 79601

(b)(7)e CST Staff arrives at Middleton Unit and enters facility.
CST Interviews begin
CST Second shift arrives at Middleton Unit, first shift departs for hotel
CST Interviews cease
(b)(7)e SDDO arranges closeout briefing with Warden or designee and requests MPV/CCV exit from facility
CST Processing ceases
CST MPV/CCV convoy exits facility and departs for hotel

Interview Target: 50
CDI Target: 45

Saturday, May 23, 2009

Robertson Unit - 12071 FM 3522, Abilene, Texas 79601

(b)(7)e CST MPV Convoy departs Hotel for the Robertson Unit

**SDDO sends (b)(7)e IEA to conduct est. 11 remaining interviews at
Middleton Unit**

(b)(7)e CST MPV/CCV Convoy Arrives at Robertson Unit
SIEA arranges security briefing with Warden or designee and requests
MPV/CCV entrance into facility.
CST MPV/CCV enters facility
CST MPV/CCV configured
Interviews begin
CST **IEA returns from Middleton Unit**
CST Second shift arrives at Robertson Unit, first shift departs for hotel
CST Interviews cease
SDDO arranges closeout briefing with Warden or designee and requests
MPV/CCV exit from facility
CST Processing ceases
CST MPV/CCV convoy exits facility and departs for hotel

Interview Target: 53
CDI Target: 45
Middleton Unit Complete
Robertson Unit Complete
Phase III Complete

PHASE IV – Garza/BeevilleArea

May 25-June 5, 2009

Targeted Lodging:

(b)(7)e

Diesel Fuel:

(b)(7)e

Bus (MPV) Sanitation Facilities:

(b)(7)e

(b)(7)e

(b)(7)e

(b)(7)e

(b)(7)e

(b)(7)e

FedEx Drop-off location(s):

(b)(7)e

(b)(7)e

Itinerary:

Monday, May 25, 2009

Garza East Unit - 4304 Highway 202, Beeville, Texas 78102

(b)(7)e	CST	MPV/CCV convoy departs hotel (Abilene) for the Garza East Unit
	CST	MPV/CCV convoy arrives at Garza East Unit
		SIEA arranges security briefing with Warden or designee and requests MPV/CCV entrance into Facility.
	CST	MPV/CCV enters facility
	CST	MPV/CCV configured
		Interviews begin
		First shift departs
	CST	Interviews cease
	CST	Processing ceases
		Staff secures MPV/CCV and exits facility for Hotel.

Interview Target: 25

CDI Target: 23

Tuesday, May 26, 2009

Garza East Unit - 4304 Highway 202, Beeville, Texas 78102

(b)(7)e	CST	Staff arrives at Garza East Unit and Enters Facility.
	CST	Interviews Begin
	CST	Second shift arrives at Garza East Unit, first shift departs for hotel
	CST	Interviews cease
	CST	Processing ceases
	Staff secures MPV/CCV and exits facility for Hotel.	

Interview Target: 50

CDI Target: 45

Wednesday, May 27, 2009

Garza East Unit - 4304 Highway 202, Beeville, Texas 78102

(b)(7)e	CST	Staff arrives at Garza East Unit and Enters Facility.
	CST	Interviews Begin
	CST	Second shift arrives at Garza East Unit, first shift departs for hotel
	CST	Interviews cease
	CST	Processing ceases

Staff secures MPV/CCV and exits facility for Hotel.

Interview Target: 50

CDI Target: 45

Thursday, May 28, 2009

Garza East Unit - 4304 Highway 202, Beeville, Texas 78102

Garza West Unit - 4250 Highway 202, Beeville, Texas 78102

(b)(7)e	CST	Staff arrives at Garza East Unit and enters facility.
	CST	Interviews begin
	CST	Interviews cease
		SIEA arranges closeout briefing with Warden or designee and requests MPV/CCV exit from facility
	CST	MPV/CCV convoy departs for/arrives at Garza West Unit
		SIEA arranges security briefing with Warden or designee and requests MPV/CCV entrance into facility.
	CST	MPV/CCV enters facility
	CST	MPV/CCV configured
		Interviews begin
	CST	Second shift arrives at Garza West Unit, first shift departs for hotel
	CST	Interviews cease
	CST	Processing ceases

Staff secures MPV/CCV and exits facility for Hotel.

Interview Target: 38

CDI Target: 34

Garza East Unit Complete

Friday, May 29, 2009, 2009

Garza West Unit - 4250 Highway 202, Beeville, Texas 78102

(b)(7)e	CST	Staff arrives at Garza West Unit and Enters Facility.
	CST	Interviews Begin
	CST	Second shift arrives at Garza West Unit, first shift departs for hotel
	CST	Interviews cease
	CST	Processing ceases

Staff secures MPV/CCV and exits facility for hotel

Interview Target: 50

CDI Target: 45

Monday, June 1, 2009

Garza West Unit - 4250 Highway 202, Beeville, Texas 78102

McConnell Unit - 3001 South Emily Drive, Beeville, Texas 78102

(b)(7)e
CST Staff arrives at Garza West unit and enters facility
CST Interviews begin
CST Interviews cease
SIEA arranges closeout briefing with Warden or designee and requests MPV/CCV exit from facility
CST MPV/CCV convoy departs for/arrives at McConnell unit
SIEA arranges security briefing with Warden or designee and requests MPV/CCV entrance into facility
CST MPV/CCV enters facility
CST MPV/CCV configured
Interviews begin
CST Second shift arrives at McConnell Unit, first shift departs for hotel
CST Interviews cease
CST Processing ceases
Staff secures MPV/CCV and exits facility for Hotel.

Interview Target: 40
CDI Target: 36
Garza West Unit Complete

Tuesday, June 2, 2009

McConnell Unit - 3001 South Emily Drive, Beeville, Texas 78102

(b)(7)e
CST Staff arrives at McConnell unit and enters facility.
CST Interviews begin
CST Second shift arrives at McConnell Unit, first shift departs for hotel
CST Interviews cease
SDDO arranges closeout briefing with Warden or designee and requests MPV/CCV exit from facility
CST Processing ceases.
CST MPV/CCV convoy exits facility and departs for hotel

Interview Target: 40
CDI Target: 36
McConnell Unit Complete

Wednesday, June 3, 2009

Connally Unit - 899 FM 632, Kenedy, Texas 78119

(b)(7)e
CST MPV/CCV Convoy departs Hotel for the Connally Unit
CST MPV/CCV Convoy Arrives at Connally Unit
CST SIEA arranges security briefing with Warden or designee and requests MPV/CCV entrance into facility
CST MPV enters Facility
CST MPV/CCV configured

(b)(7)e CST Interviews begin
CST Second shift arrives at Connally Unit, first shift departs for hotel
CST Interviews Cease
SDDO arranges closeout briefing with Warden and MPV/CCV exit from facility
Processing ceases
CST MPV/CCV convoy exits facility and departs for hotel

Interview Target: 54
CDI Target: 49
Connally Unit Complete

Thursday, June 4, 2009

Stevenson Unit - 1525 FM 766, Cuero, Texas 77954

(b)(7)e CST MPV/CCV Convoy departs hotel for the Stevenson Unit
CST MPV/CCV Convoy Arrives at Stevenson Unit
CST SIEA arranges security briefing with Warden or designee and requests MPV/CCV entrance into facility.
CST MPV/CCV enters Facility
CST MPV/CCV configured
Interviews begin
CST Second shift arrives at Stevenson Unit, first shift departs for hotel
CST Interviews cease
SDDO arranges closeout briefing with Warden or designee and requests MPV/CCV exit from facility
CST MPV/CCV convoy exits facility and departs for hotel

Interview Target: 43
CDI Target: 39
Stevenson Unit Complete
MPV Operation Complete.

Friday, June 5, 2009

Closeout

(b)(7)e CST MPV Convoy departs Hotel for the Houston CDF
CST MPV Convoy Arrives at Houston CDF
CST Outbriefing with Field Office Director

ATTACHMENT D
Points of Contact

Prosecutions should be referred to the POCs established by the field offices below using the spreadsheet in ATTACHMENT C. Potential prosecutions should be referred by e-mail to the field office in which the alien was encountered (listed in ATTACHMENT A) with a copy to Houston, below, for Surge recordkeeping.

The subject line in e-mail notification should begin “TDCJ Surge Prosecution Referral from (*Unit*)” and should be addressed to all POCs listed for the field office in which the alien was encountered. The POCs are below also the general POCs established by each field office for Surge issues.

Houston Field Office (CAP Surge POC)

(b)(6), (b)(7)c
Mailbox: (b)(6), (b)(7)c
(281) 774 (d)
(202) 528 (b)(6), (b)(7)c (c)

(b)(6), (b)(7)c
Mailbox: (b)(6), (b)(7)c
(936) 730 (d)
(832) 435 (b)(6), (b)(7)c (c)

Houston CAP Command Center
Mailbox: None (disregard for e-mail purposes)
281-985 (b)(6), (b)(7)c

Chicago Field Office (DEPORT Center)

(b)(6), (b)(7)c
Mailbox: (b)(6), (b)(7)c
(312) 347 (d)
(312) 735 (b)(6), (b)(7)c (c)

SDDO (b)(6), (b)(7)c
Mailbox: (b)(6), (b)(7)c
(312) 347 (d)
(312) 446 (b)(6), (b)(7)c (c)

DEPORT Center
Mailbox: None (disregard for e-mail purposes)
(312) 347 (b)(6), (b)(7)c

San Antonio Field Office

(b)(6), (b)(7)c
Mailbox: (b)(6), (b)(7)c
210-967 (d)
210-889 (b)(6), (b)(7)c (c)

(b)(6), (b)(7)c SDDO
Mailbox: (b)(6), (b)(7)c
210-967 (d)
210-669 (b)(6), (b)(7)c (c)

Interoperability Command Center
Mailbox: (b)(6), (b)(7)c
1- 866-441 (b)(6), (b)(7)c

Dallas Field Office

(b)(6), (b)(7)c AFOD
Mailbox: (b)(6), (b)(7)c
214-905 (d)
214-437 (b)(6), (b)(7)c (c)

(b)(6), (b)(7)c SDDO
Mailbox: (b)(6), (b)(7)c
214-905 (d)
214-998 (b)(6), (b)(7)c (c)

El Paso Field Office

(b)(6), (b)(7)c SDDO
Mailbox: (b)(6), (b)(7)c
(915) 225 (d)
(915) 892 (b)(6), (b)(7)c (c)

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

Houston Field Office
CAP SURGE Operational Plan
Texas Department of Criminal Justice



U.S. Immigration
and Customs
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Detention and Removal Operations
Criminal Alien Division

HEADQUARTERS
CRIMINAL ALIEN PROGRAM OPERATIONS UNIT

CRIMINAL ALIEN PROGRAM
HOUSTON FIELD OFFICE

CAP Surge Operation
Dates: May 4 – June 5, 2009

I. Situation

CAP Surge Operations (Surge) will comprehensively address the incarcerated foreign-born felon population within the Texas Department of Criminal Justice (TDCJ, the Texas state prison system). This Surge will coincide with the implementation of Secure Communities interoperability in TDCJ, which combined with existing procedures, provides a mechanism to ensure all inmates booked into and released from TDCJ are screened for alienage and removability for the duration of the operation. Those who are determined to have no status, or to have violated their status, will immediately be processed and placed into appropriate immigration proceedings.

Surge Operations will be conducted within the Houston, San Antonio, and Dallas Field Office Areas of Operational Responsibility (AORs). The DEPORT Center within the Chicago AOR will support the surge in all AORs. The El Paso Field Office will support the Surge under a separate operational plan.

The Houston Field Office is coordinating this effort as historically, the Huntsville sub-office has operated the Texas Institutional Removal Program (IRP), and the Huntsville office serves as the primary release point to ICE for incarcerated alien felons. With the implementation of interoperability, responses for all state cases will be routed to Huntsville. These responses will include females, state jail, and treatment center cases historically addressed by other Texas field offices. The Surge will address the backlog of claimed foreign-born detainees requiring interviews and processing, allowing the Huntsville staff to address the incoming population identified under Secure Communities interoperability going forward.

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The respective Field Office Directors (FODs), Deputy Field Office Director (DFODs), and Assistant Field Office Director (AFODs) have all been briefed on this operational plan; and they each support its execution upon approval from HQDRO provided the conditions/concerns identified below are satisfied.

A) Targeted Facilities

- 115 State Prisons, State Jails, and State Contract Facilities (*See ATTACHMENT A*) - During the Surge, it is estimated that 4,200 criminal aliens, not previously identified will be processed for removal from the United States. The El Paso will address 3 facilities in a separate operational plan.

B) Hours of Operation

During the Surge, the current incarcerated population in the TDCJ will be screened and processed for removal. The incoming population and releases will be addressed through Secure Communities interoperability and existing IRP procedures.

During the Surge, TDCJ agrees to produce state inmates for interview during extended hours, from (b)(7)e hours CST.

(b)(7)e work units will participate in the Surge. Other requested support is addressed at the end of this section. DRO staff will be on-site as follows:

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**(1) Mobile Processing Vehicle (MPV) Operations
Houston Field Office and Detailed Staff**

The MPV group will address approximately 1,128 foreign born felons housed in 18 prison units in 4 geographical areas (*See ATTACHMENT B for itinerary*)-. The MPV group will consist of the following equipment and personnel:

- [redacted] MPV (HQDRO OCU)
- [redacted] Command Center Vehicle (HQDRO OCU)
- [redacted] Firearms Vehicle (Local Asset)
- (b)(7)e [redacted] Minivan (Local Asset)
- [redacted] Rental Cars (TDY Staff)
- [redacted] Government Sedans (Local Assets)

MPV Team/Shift One

- (b)(7)e [redacted] hours CST -Operational Hours
- [redacted] Supervisory Detention & Deportation Officer (SDDO)
- [redacted] Deportation Officers (DO)
- [redacted] Supervisory Immigration Enforcement Agent (SIEA)
- (b)(7)e [redacted] Immigration Enforcement Agents (IEAs)
- [redacted] Deportation Removal Assistant (DRA)
- [redacted] Mission Support Specialist (MSS)
- [redacted] **Trial Attorney, provided by the Houston Office of the Chief Counsel on-site from the hours of [redacted] (b)(7)e CST.**

MPV Team/Shift Two

- (b)(7)e [redacted] hours CST - Operational Hours
- [redacted] SDDO
- [redacted] DO
- (b)(7)e [redacted] SIEA
- [redacted] IEAs
- [redacted] DRA

Coverage outside of these hours will be accomplished by Houston Field Office established procedures related to duty CAP assignments. Supervisory staff will change shift hours as needed, in order to effectively facilitate the operation.

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(2) **DEPORT Center**
Chicago Field Office

The DEPORT Center will address approximately 1,923 foreign born felons housed in 67 prison units. During the Surge, the DEPORT center will operate (b)(7)e

(b)(7)e

The DEPORT Center will provide the Huntsville Institutional Removal Program (Huntsville IRP) with an interview schedule 48 hours in advance of planned activity, allowing local management to schedule activity in conjunction with existing workload. The Huntsville IRP will make appropriate notifications to the State and to the LESC to coordinate entry.

Scheduling and coverage outside of these hours will be accomplished by Chicago Field Office established procedures related to duty CAP assignments. Supervisory staff will change shift hours as needed, in order to effectively facilitate the operation.

(3) **Huntsville Institutional Removal Program (IRP)**
Houston Field Office

The Huntsville IRP will address approximately 407 foreign born felons housed in 14 prison units and will receive and address an estimated 400 interoperability responses in conjunction with the Surge. In addition, the Huntsville office will provide administrative and logistical support to field units and other participating field offices during the Surge. The Huntsville IRP will operate (b)(7)e

(b)(7)e

CST during Surge operations.

Scheduling and coverage outside of these hours will be accomplished by Houston Field Office established procedures related to duty CAP assignments. Supervisory staff will change shift hours as needed, in order to effectively facilitate the operation.

(4) **Houston Contract Detention Facility (CDF) CAP Operations**
Houston Field Office

The Houston CDF will address approximately 416 foreign born felons housed in 6 prison units. The Houston CDF operates with 24/7 staffing.

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The Houston CDF will provide the Huntsville IRP with an interview schedule 48 hours in advance of planned activity, allowing local management to schedule activity in conjunction with existing workload. The Huntsville IRP will make appropriate notifications to the State and to the LESC.

Scheduling will be accomplished by Houston Field Office established procedures related to duty CAP assignments. Supervisory staff will change shift hours as needed, in order to effectively facilitate the operation.

(5) Beaumont Sub-Office CAP Operations
Houston Field Office

The Beaumont Sub-Office will address approximately 227 foreign born felons housed in 6 prison units. The Beaumont sub-office will provide the Huntsville IRP with an interview schedule 48 hours in advance of planned activity, allowing local management to schedule activity in conjunction with existing workload.

Scheduling and coverage will be accomplished by the Houston Field Office established procedures related to duty CAP assignments. Supervisory staff will change shift hours as needed, in order to effectively facilitate the operation.

(6) Polk County Detention Facility DRO Operations
Houston Field Office

The Polk County Detention Facility will address approximately 63 foreign born felons housed in the Polunsky prison unit. The Polk office will provide the Huntsville IRP with an interview schedule 48 hours in advance of planned activity, allowing local management to schedule activity in conjunction with existing workload.

Scheduling and coverage will be accomplished by the Houston Field Office established procedures related to duty CAP assignments. Supervisory staff will change shift hours as needed, in order to effectively facilitate the operation.

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(7) San Antonio Field Office CAP Operations
San Antonio Field Office

The San Antonio Field Office will address approximately 100 foreign born felons housed in the Dominguez unit. The San Antonio Field Office will provide the Huntsville IRP with an interview schedule 48 hours in advance of planned activity, allowing local management to schedule activity in conjunction with existing workload.

Scheduling and coverage will be accomplished by the San Antonio Field Office established procedures related to duty CAP assignments. Supervisory staff will change shift hours as needed, in order to effectively facilitate the operation.

(8) Harlingen Resident Office CAP Operations
San Antonio Field Office

The Harlingen Resident Office will address approximately 64 foreign born felons housed under contract in Willacy County. The San Antonio Field Office will provide the Huntsville IRP with an interview schedule 48 hours in advance of planned activity, allowing local management to schedule activity in conjunction with existing workload.

Scheduling and coverage will be accomplished by the San Antonio Field Office established procedures related to duty CAP assignments. Supervisory staff will change shift hours as needed, in order to effectively facilitate the operation.

- Other Support:
 - **Huntsville**
 - (b)(7)E MSS will be required to track funding, procurement, and personnel issues related to the CAP Surge.
 - (b)(7)E SDDO will be required in Huntsville to assist with Surge coordination.
 - (b)(7)E DRAs will be required in Huntsville to provide administrative support to the MPV, other participating field offices, and the DEPORT Center.
 - (b)(7)E DO will be required in Huntsville to assist with prosecutions and coordination with other field offices.

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- (b)(7) IEAs will be required in Huntsville to establish a second shift and address the increased workload during the Surge and implementation of interoperability.
- MPV
 - (b)(7) external IEAs will be required to staff the MPV.
 - (b)(7) Detailed IEA should be trained to set up the MPV
- **Internal details from Houston CDF to the MPV to ensure consistency in operations and processing**
 - SDDO
 - (b)(7) SIEA
 - IEAs
- Houston CDF (backfill for internal details)
 - SDDO
 - (b)(7) SIEA
 - IEAs
- DEPORT Center
 - (b)(7) IEAs are required by the DEPORT Center to address the increased workload and establish a second shift during the operation.
 - (b)(7) DRA is required by the DEPORT Center to address file logistics between Chicago and Houston during the operation.

C) Staffing

The Surge will require additional support from outside the field office for the Houston and Chicago AORs. Each FOD has already committed all available resources within his or her jurisdiction.

Requested detail staff positions for the Houston Field Office:

(b)(7)e	SDDO
	SIEA
	DO
	IEAs
	DRAs

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(b)(7)e MSS

Requested detail staff positions for the Chicago Field Office:

(b)(7)e IEAs
DRA

Community Issues or Politically Sensitive Issues

Three days prior to the execution of the Surge, 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. However, as the Surge operation addresses a less controversial population of incarcerated alien felons, no negative response is anticipated.

D) Prosecutions

In instances where an alien is amenable to prosecution (e.g. re-entry, false claims), the case will be referred to the Field Office where the alien was encountered using the attached form (*See ATTACHMENT C*). Each Field Office has provided Points of Contact (POC) for this Surge (*See ATTACHMENT D*). The Field Office POCs will, in turn, coordinate presentation to United States Attorneys Office (USAO) having jurisdictional venue for criminal prosecution. These presentations will be noted in (b)(7)e

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/DRO, 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

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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.

B) Concept of Operations

The Field Office will implement Surge Operations to comprehensively address the incarcerated foreign-born felon population within the TDCJ. This Surge will coincide with the implementation of Secure Communities interoperability in TDCJ, providing a mechanism to all inmates booked into and released from targeted facilities are screened for alienage and removability for the duration of the operation.

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 correction officials at target facilities where Surge Operations will be conducted. Overtime will be used consistent with the laws, regulations, policies and where applicable union agreements governing Overtime in a manner that will best satisfy the overall enforcement objective.

DRO 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 Surge Operation.

This operation will consist of 32 days of Surge activities being executed in the TDCJ from May 4, 2009 through June 5, 2009.

Phase I: May 1, 2009: Operational briefing at (b)(7)e CST by conference call with the Chicago, San Antonio, Dallas, and El Paso Field Offices. May 4, 2009: Operational briefing will be conducted with local and detailed staff at (b)(7)e (b)(7)e CST at the Houston Contract Detention Facility, (b)(7)e at the Houston Contract Detention Facility, and (b)(7)e at the Huntsville office. All officers participating in the operation will attend this pre-operational briefing.

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Phase II: May 4, 2009: Officers from the Houston and various Temporary Duty (TDY) Field Offices will deploy to the first MPV site to initiate screening. Other participating offices begin Surge operations as outlined in this document.

Phase III: June 8, 2009: If deemed necessary, the Houston ICE OPA will issue a press release following the completion of the operation, once approved by the FOD.

C) Tasks

1. The POC for communications with HQ CAP Operations Unit is AFOD (b)(6), (b)(7)c AFOD (b)(6), (b)(7)c cell phone number is 202-528 (b)(6), (b)(7)c and his desk number is 281-774 (b)(6), (b)(7)c AFOD (b)(6), (b)(7)c will report to HQ CAP Operations each Friday by Noon EST, using the CAP Surge Tracking spreadsheet (*See ATTACHMENT E*) with updated statistics.
2. Participating field offices will provide detainers, interview results, and processing disposition relating to the Surge to the Houston POCs reflected in ATTACHMENT D. This information is necessary not only to accurately complete HQ CAP reports, but also to provide necessary information to the State regarding the alienage and removability of the foreign-born inmates.
3. Fugitive Operations Support Center (FOSC): A copy of the Operational Plan and preliminary target list will be provided to the FOSC on April 17, 2009. An updated inmate roster will be provided to the FOSC on May 1, 2009, prior to commencement of the Surge. The target list will be updated as needed as the Surge progresses.
4. The Law Enforcement Support Center (LESC) is available 24 hours a day, seven days a week and can provide support for the Surge. By April 27, 2009, LESL Section Chief will be 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.
5. Detention Operations Coordination Center (DOCC): Detention space is available within the Houston Field Office AOR, and sufficient detention locations have been identified. Due to the criminal sentences of the targets, the Surge is not expected to immediately impact local detention

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capacity. All Texas field offices have agreed to assist in the event of emergent releases outside of the Houston AOR.

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. On-site staff will coordinate with the Warden or the Warden's designee for a security briefing prior to entering the facility.

2. Primary processing location: Aliens will be primarily processed on-site in the MPV, at the DEPORT center, or at locations within the San Antonio Field Office. Cases encountered in the Houston AOR from the designated facilities that require immediate transfer to ICE will be transported to the Houston Contract Detention Facility, 5520 Greens Road, Houston, Texas, 77032 for processing. All transportation will be conducted in accordance with DRO policies.
 - a. Secondary detention and processing site(s) to be determined as needed. The El Paso, Dallas, and San Antonio field offices have agreed to address urgent and emergency prison releases in their respective AORs during the Surge.
 - b. The SDDO will coordinate requests for additional staff to support Surge Operations. Requests will be made through the appropriate AFOD with concurrence from the Houston FOD.

3. Logistics.
 - a. Lodging and per diem expenses will be required for the Surge Operation including (b)(7)(c) rental car per every (b)(7)(c) EDDY personnel. In the event that the need arises to utilize lodging and per diem, funding will be requested from HQ CAP.
 - b. The Surge Operation will not require any Health & Safety inspections at any facility.

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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. Immediately upon determination of alienage and removability, an Immigration detainer, form I-247, will be logged using the ENFORCE system.
 - b. Arrests that require a Notice to Appear (NTA) will not be presented with the option of a Stipulated Removal as the Executive Office for Immigration Review will not proceed with Stipulated Orders for unrepresented aliens. All other immigration proceedings will be utilized as applicable.
 - c. DRO 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. DRO personnel will make every legal effort to secure these documents.

E) General Reporting Requirements

1. Weekly Reports: Submitted to the AFOD and HQ CAP Operations Unit utilizing the "Surge Activity Report" spreadsheet.

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

Due: 1200 hours EST each Friday

Period Covered: Friday through Thursday (0001-2400 hours)

2. Weekly Reports: Standard HQ CAP reporting.
3. Significant Event Notification (SEN): A SEN/SIR will 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 Surge, the field office's POC to the HQ CAP Operations Unit, previously identified above, will ensure that HQ CAP is properly supplied with the final statistical report for the Surge. This will be due by 1400 hours the day after completion of Surge Operations.

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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 Surge will be held on June 5, 2009 at (b)(7)e hours CST at the Houston Field Office. Other participating field offices will be invited to join by teleconference.
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. Public Affairs will coordinate with the FOD and generate a press release upon completion of the operation. The Houston ICE OPA Officer is (b)(6), (b)(7)c (281) 985 (b)(6), (b)(7)c

G) Command and Control

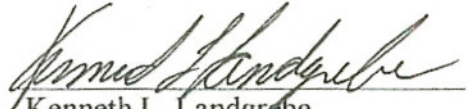
1. Primary means of communication will be via radio as allowed by each facility, as well as telephone and e-mail.
2. All personnel will have identifiers created with (b)(7)e communications to facilitate record checks and status verifications.

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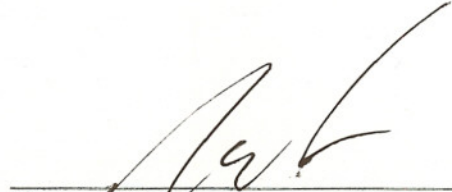
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Immigration and Customs Enforcement
Detention and Removal Operations
Criminal Alien Division

AUTHORIZING OFFICIAL


Kenneth L. Landgrebe
Field Office Director
Houston Field Office

APPROVING OFFICIAL


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

DISTRIBUTION:

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Pages 84 through 98 redacted for the following reasons:

(b)(5)

From: (b)(6), (b)(7)c
To:
Subject: FW: CAP Meeting Minutes 10-27-2010
Date: Monday, November 01, 2010 10:52:33 AM
Attachments: [CAP Conf Min 10.27.2010.pdf](#)

If you didn't receive these. Crime screen... blah blah blah

From: (b)(6), (b)(7)c
Sent: Monday, November 01, 2010 6:04 AM
To: (b)(6), (b)(7)c



Subject: CAP Meeting Minutes 10-27-2010

Greetings CAP POC's!

Attached please find the meeting minutes from last Wednesday's CAP teleconference.

Please advise if you no longer wish to receive a copy of the CAP Telecon minutes, and we will remove your name from our distribution list.

Thank you and have an awesome week!

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

Management Program Analyst (MPA)

Criminal Alien Program (CAP)

DHS | ICE | HQERO | CAD

Washington DC 20536

O/202-782-~~(b)(6), (b)(7)~~ Room 2128

Information: only as good as its accuracy™



MINUTES
CAP TELECONFERENCE

1. Meeting:

CAP Teleconference / Reoccurring

2. Organization:

DHS / ICE / ERO HQ / Criminal Alien Program / Operations

3. Date, Time, Place:

Wednesday, October 27, 2010/ 11:00 hrs / DROHQ PCN Suite # 2101

4. Presiding Officer:

(b)(6), (b)(7)c Unit Chief (A) CAP

Officer (b)(6), (b)(7)c opened the meeting by taking a roll call of all attendees. A quorum of representatives from the 24 DRO Field Offices affirmed their participation as seen below:

10/27/2010			
Field Office	In attendance?		
ATL	YES	NOL	YES
BAL	YES	NYC	YES
BOS	YES	NEW	YES
BUF	YES	PHI	YES
CHI	YES	PHO	YES
DAL	YES	SLC	YES
DEN	YES	SNA	YES
DET	YES	SND	YES
ELP	YES	SFR	YES
HOU	YES	SEA	YES
LOS	YES	SPM	YES
MIA	YES	WAS	YES

Officer (b)(6), (b)(7)c led the conference and briefly discussed the following:

1. Is the field using the crime screen? There is a Tasking being formulated.



2. High Projection performance goal – will be required for us to do Surges this year, currently being formulated now and will be very enforcement related. We are going to require After Action Reviews for all operations.
3. CAP is developing the FY 11 Performance goals and they will disseminate them as soon as they are available.

4.

(b)(7)e

- HQ POC by AOR:

(b)(6), (b)(7)c		
Detroit	Phoenix	Miami
St Paul	Seattle	Houston
Denver	EL Paso	Los Angeles
Salt Lake City	San Diego	San Francisco
Newark	SAN ANTONIO	Atlanta
Washington	New Orleans	Chicago
Baltimore	New York City	Buffalo
Philadelphia	Dallas	Boston

QUESTIONS FROM THE QUORUM

Questions rose regarding the following issues:

SEATTLE: – can we get an updated version of processing guide? For the crime screen?

[Answer:] Version 2.0 is forthcoming, however as of right now not ready

LOS ANGELES: – any updates on the training database? For the crime entry screen?

(b)(6), (b)(7)c If you could test it today, that update is done. Some had difficulty and I think it works. For all testing DCO. Thank you.'

DALLAS: (b)(6), (b)(7)e on my fed CAP for PWP, on one element, I have people that went to less than a case a month. Very subjective now – do you have any verbiage to help us for the element?

[Answer] That verbiage was never vetted so we did not send it out.



ALL FO – Share the PWP element with all of us please.

CHICAGO: Revised detainer? CAP POC's?

[Answer] POCs have not changed nor have detainers changed.

(b)(6), (b)(7)c The control board has approved, but has not set the date yet.

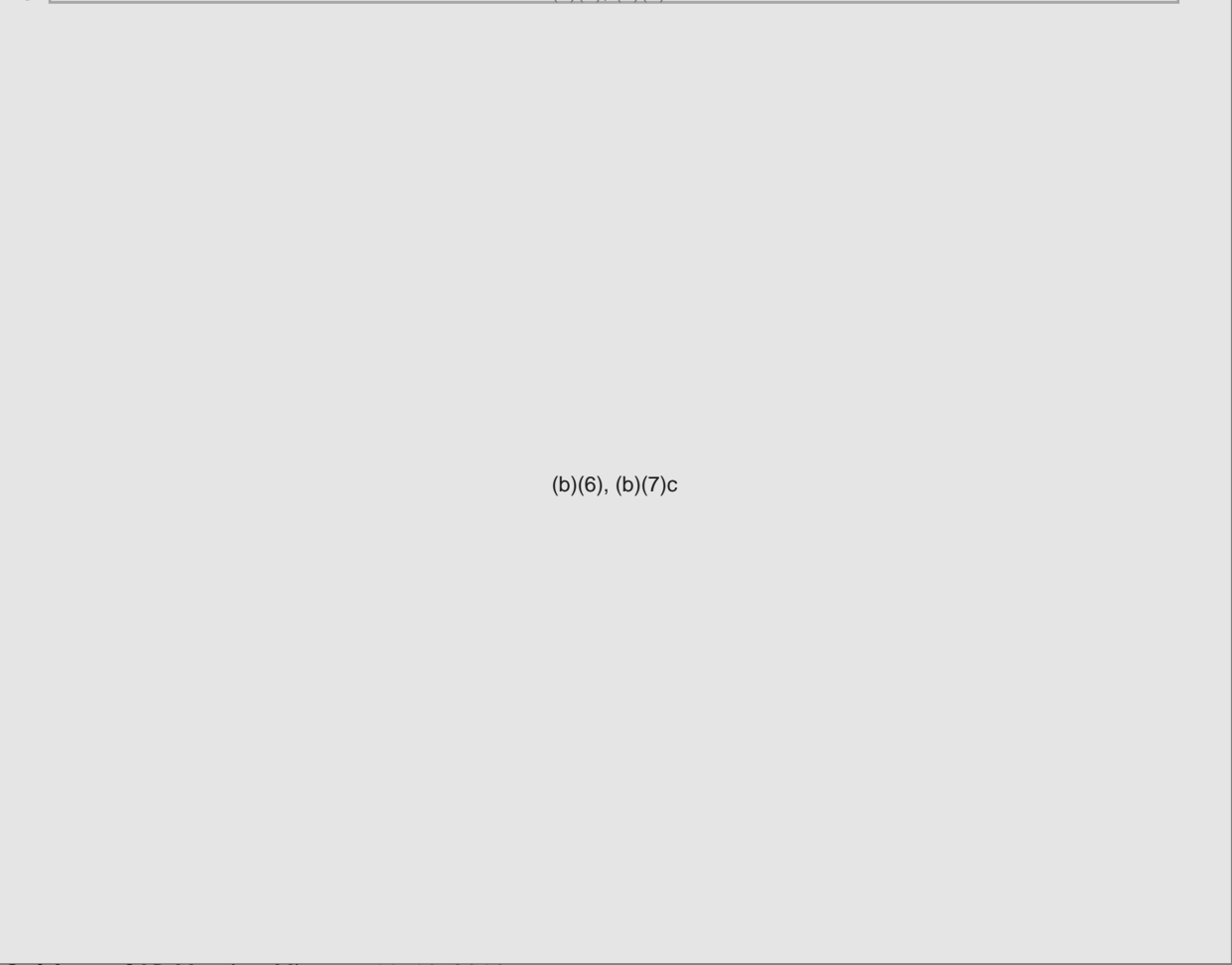
Note to Field: If you should need assistance with verbiage for your CAP PWP ratings, please contact your CAP POC.

Call ended.

Next CAP Teleconference is scheduled for November 10, 2010.

From: (b)(6), (b)(7)c
To: (b)(6), (b)(7)c
Subject: FW: CAP Meeting Minutes 11-10-2010
Date: Friday, November 12, 2010 10:53:53 AM
Attachments: [CAP Conf Min 11 10 2010.pdf](#)

From: (b)(6), (b)(7)c
Sent: Friday, November 12, 2010 7:22 AM
To: (b)(6), (b)(7)c



Subject: CAP Meeting Minutes 11-10-2010

Greetings CAP POC's!

Attached please find the meeting minutes from Wednesday's CAP teleconference.

Please advise if you no longer wish to receive a copy of the CAP Telecon minutes, and we will remove your name from our distribution list.

Thank you and have an awesome weekend!

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

Management Program Analyst (MPA)

Criminal Alien Program (CAP)

DHS | ICE | HQERO | CAD

Washington DC 20536

O/202-732-7188 Room 2128

Information: only as good as its accuracy™



MINUTES
CAP TELECONFERENCE

1. Meeting:

CAP Teleconference / Reoccurring

2. Organization:

DHS | ICE | ERO HQ | Criminal Alien Program

3. Date, Time, Place:

Wednesday, November 10, 2010/ 11:00 hrs / DROHQ PCN Suite # 2101

4. Presiding Officer:

(b)(6), (b)(7)c Unit Chief (A) CAP

Officer (b)(6), (b)(7)c opened the meeting by taking a roll call of all attendees. A quorum of representatives from the 24 DRO Field Offices affirmed their participation as seen below:

11.10.2010			
Field Office	In attendance?		
ATL	NO	NOL	YES
BAL	NO	NYC	YES
BOS	YES	NEW	YES
BUF	YES	PHI	YES
CHI	YES	PHO	YES
DAL	YES	SLC	YES
DEN	YES	SNA	YES
DET	YES	SND	YES
ELP	YES	SFR	YES
HOU	YES	SEA	YES
LOS	YES	SPM	YES
MIA	YES	WAS	YES

Officer (b)(6), (b)(7)c led the conference and briefly discussed the following:



1. The mission continues; we have been vetting our CAP goals. ERO High Performance Goals include removing 404,000 criminal aliens in FY11, up 1% over FY10.
2. We are facing some challenges – CAP will be contributory to the goal of 210,000 criminal aliens removed. We will focus on the CAP originated removals.
3. FY11 focus is more on quality (data quality, criminality) as opposed to just quantity.
4. Please remember to use the crime entry screen in ENFORCE. ERO was not credited with 22,000 removals last year because no crime was listed in ENFORCE. Using the crime entry screen is critical to getting the credit for our work.
5. Virtual University (VU) has a new video available titled **ENFORCE Crime Entry Screen Training (Video)**, *in an effort to better record and account for the newly defined ICE Criminal Offense Levels*. A Tasking mandating viewing of this video for ENFORCE users has gone out from Secure Communities.
6. Tasking coming soon. All FODs will be required to submit an Operational Surge plan by Nov 26, 2010, for a CAP Surge they plan to conduct in Dec FY11.
7. Any requests for new detention sites in ENFORCE, please direct to the (b)(6), (b)(7)c mailbox, attn (b)(6), (b)(7)c will be the new POC for new locations for ENFORCE.
8. Please submit any requests for IDENT equipment to (b)(6), (b)(7)c mailbox, attn (b)(6), (b)(7)c (b)(6), (b)(7)c Not sure of the funding we have available, but we will see what we can do.
9. We will target an increase in Encounters of 5% in FY11. The criminality target for ERO is 45% criminality for removals. We will ramp up the front end (encounters) to increase CDIs accordingly.



- HQ POC by AOR:

(b)(6), (b)(7)c		
Detroit	Phoenix	Miami
St Paul	Seattle	Houston
Denver	EL Paso	Los Angeles
Salt Lake City	San Diego	San Francisco
Newark	SAN ANTONIO	Atlanta
Washington	New Orleans	Chicago
Baltimore	New York City	Buffalo
Philadelphia	Dallas	Boston

QUESTIONS FROM THE QUORUM

Questions rose regarding the following issues:

BOSTON – at large criminals – who has jurisdiction. CAP or officers or JCART?

[Answer] - Under both – can code it under Surge and in ENFORCE under JCART

QUESTION - (b)(6), (b)(7)c – we got word from upper management – they want 80 percent encounters they want CDI’s – is that a goal?

[Answer] We have not set the goal that high. Historically only 35% of encounters result in a CDI – we are hoping for 40%. This is difficult to predict – *hoping* for 40% nothing put out officially yet. Something was put out about the 80% in a recent FOD teleconference? – was it secure communities? We will look into that.]

DETROIT - data quality question – if you encounter a final order out of a state prison – would you ever put it under a fug program?

[Answer - (b)(6), (b)(7)c HQ Officer] It should a CAP category three or HC]

DETROIT - would we use FUG?

[Answer - (b)(6), (b)(7)c HQ Officer] No.

LOS – 1) what is the (b)(6), (b)(7)c mailbox again?

2) HSI is conducting (b)(7)e – we have about (b)(7)e badges coming in – would that satisfy the interim request for a CAP surge?

[Answer] yes – but still submit the plan by Nov 2010 as a JCART Surge

LOS - is there any money from CAP avail to help pay for costs?

[Answer] Go ahead and ask, submit the plan with a request for resources, do not know if money is avail – SC might have some money.

LOS – 3) we have a great deal of new staff coming on board to (b)(7)e someone, looking at blending or making a fix with ERO, you may not need a (b)(7)e account?

[Answer] Yes, they fixed it – do not need (b)(7)e anymore.

NOL – any word on hiring – due to attrition?



[Answer] Please check with your FOD – there is a plan but it is different this year and different for different FODs.

SNA – lost my data quality guy – who can help us?

[Answer] Please contact (b)(6), (b)(7)c in CAP HQ, who will be able to assist.

SND – we received CAP pamphlets. Any guidance on how you want us to hand them out?

[Answer] No, use your discretion.

Call ended.

From: (b)(6), (b)(7)c
To: (b)(6), (b)(7)c
Subject: FW: CAP Meeting Minutes 9-15-2010
Date: Thursday, September 16, 2010 11:25:35 AM
Attachments: [CAP Conf Min 9-15- 2010 final.pdf](#)

From: (b)(6), (b)(7)c
Sent: Thursday, September 16, 2010 7:34 AM
To: (b)(6), (b)(7)c
Cc: (b)(6), (b)(7)c
Subject: FW: CAP Meeting Minutes 9-15-2010

Fyi – pass-on of the CAP biweekly minutes

(b)(6), (b)(7)c
Assistant Field Office Director
Criminal Alien Program
Houston Field Office
Office: (281) 985- (b)(6), (b)(7)c
Cell: (832) 452- (b)(6), (b)(7)c

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From: (b)(6), (b)(7)c
Sent: Thursday, September 16, 2010 7:05 AM
To: (b)(6), (b)(7)c

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

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

Subject: CAP Meeting Minutes 9-15-2010

Greetings CAP POC's!

Attached please find the meeting minutes from yesterday's CAP teleconference (thank you (b)(6), (b)(7)c

NEXT CAP Teleconference bi-weekly meeting is scheduled for Wednesday September 29, 2010, 11:00 AM to 12:00 PM (GMT-05:00) Eastern Time (US & Canada).

Please advise if you no longer wish to receive a copy of the CAP Telecon minutes, and we will remove your name from our distribution list.

Thank you and have an awesome week!

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

Management Program Analyst (MPA)

Criminal Alien Division (CAP)

DHS | ICE | ERO

500 12th Street SW

Washington DC 20536

O/202-783-7837 Room 2128

(b)(6), (b)(7)c
Information: only as good as its accuracy™



MINUTES CAP TELECONFERENCE

1. Meeting:

CAP Teleconference / Reoccurring

2. Organization:

DHS / ICE / ERO HQ / Criminal Alien Program / Operations

3. Date, Time, Place:

Wednesday, September 15, 2010 / 11:00 hrs / DROHQ PCN Suite # 2101

4. Presiding Officer:

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

Unit Chief (A) CAP Operations

Officer (b)(6), (b)(7)c opened the meeting by taking a roll call of all attendees. A quorum of representatives from the 24 DRO Field Offices affirmed their participation as seen below:

9/15/2010			
Field Office	In attendance?		
ATL	Y	NOL	Y
BAL	Y	NYC	N
BOS	Y	NEW	Y
BUF	Y	PHI	N
CHI	Y	PHO	Y
DAL	Y	SLC	Y
DEN	N	SNA	Y
DET	Y	SND	Y
ELP	Y	SFR	N
HOU	Y	SEA	N
LOS	Y	SPM	Y
MIA	N	WAS	Y

Officer (b)(6), (b)(7)c led the conference and briefly discussed the following:

1. The CAP budget for FY11 has been significantly decreased. All spend plans have been scrubbed and only the CAP mission critical line items remained.



2. The priority for the next few weeks is **Removals**. CAP Officers need to concentrate on expeditiously processing aliens for removal. Voluntary Removal should be used when appropriate.
3. Thank you for the submission of the Workload Analysis. All active IPNs will be reviewed. The Workload Analysis will be the baseline for the second phase of the active IPN analysis.
4. CAP HQ POCs will reach out to their respective field office to discuss *Prosecution Outreach*. An SOP will be sent to the field offices by the first of the year.
5. Surges are complete. Approximately 2/3 of the arrests made in the Surges resulted in removals.
6. CAP will create a national after-action report for the Surges. All Field Offices must ensure after-action reports are submitted immediately.
7. Please remember Public Affairs Officers should be used when speaking to the Public.
8. Data Quality Reports will change on October 1st. The reports will be based on the Civil Reports Memorandum.

- HQ POC by AOR:

(b)(6), (b)(7)c		
Detroit	Phoenix	Miami
St Paul	Seattle	Houston
Denver	EL Paso	Los Angeles
Salt Lake City	San Diego	San Francisco
Newark	SAN ANTONIO	Atlanta
Washington	New Orleans	Chicago
Baltimore	New York City	Buffalo
Philadelphia	Dallas	Boston

QUESTIONS FROM THE QUORUM

Questions rose regarding the following issues:

- San Antonio: The 4th quarter report shows the SC level as an error. Is there an ENFORCE glitch? Answer: The SC levels are based on EARM crime screen and therefore a null value is not an error unless there is a crime that needs to be entered into EARM.

Call ended.

From: (b)(6), (b)(7)c
To:
Subject: FW: CAP REPORT 2/10/2012
Date: Monday, February 13, 2012 2:14:36 PM
Attachments: [ATTACHMENT_C_021012.xls](#)
[Copy of CAP Surge report 2 10 12B.xls](#)

Report amended to reflect nine (9) cases completed vice 8. Moreover, the F/O case is an OSUP Revocation case.

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

From: (b)(6), (b)(7)c
Sent: Friday, February 10, 2012 3:54 PM
To: (b)(6), (b)(7)c
Subject: FW: CAP REPORT 2/10/2012

The only one not included was the one alien for Vietnam/OSUP Violator. Thanks (b)(6), (b)(7)c

From: (b)(6), (b)(7)c
Sent: Friday, February 10, 2012 3:46 PM
To: (b)(6), (b)(7)c
Subject: CAP REPORT 2/10/2012

FYI

From: (b)(6), (b)(7)c
To: (b)(6), (b)(7)c
Cc:
Subject: FW: CAP REPORT 2/7/2012
Date: Wednesday, February 08, 2012 8:20:08 AM
Attachments: [ATTACHMENT C_020712.xls](#)
[CAP Surge 2.7.12 B.xls](#)

CAP Surge Report amended (B) to reflect the change from one I-851 case to an NTA.

Reason-We received the J&C and the indictment does not meet the criteria for an Admin Deport case.

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

From: (b)(6), (b)(7)c
Sent: Tuesday, February 07, 2012 3:39 PM
To: (b)(6), (b)(7)c
Cc:
Subject: FW: CAP REPORT 2/7/2012

FYI.

2 cases completed by (b)(6), (b)(7)c for Lychner, both I-871 (see Attachment C)

I've noticed some of the detailers looking a little tired, so I'm planning to release everyone today and Thursday at 1600. I have checked with SDD (b)(6), (b)(7)c since three of the detailers are currently assigned to him. I will do the same on Thursday, unless work assignments dictate otherwise.

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

From: (b)(6), (b)(7)c
Sent: Tuesday, February 07, 2012 3:29 PM
To: (b)(6), (b)(7)c
Subject: CAP REPORT 2/7/2012

FYI

From: (b)(6), (b)(7)c
To: (b)(6), (b)(7)c
Cc:
Subject: FW: CAP REPORT 2/8/12
Date: Wednesday, February 08, 2012 6:20:35 PM
Attachments: [CAP Surge report 2.8.12.xls](#)
[ATTACHMENT C_020812.xls](#)

Please see attached. I have to catch up in ENFORCE tomorrow morning for a couple of hours and will then review all the cases we've processed so far. I will have this tasking completed b/f I go home tomorrow, unless you need it before then.

One I-871 from (b)(6), (b)(7)(C) completed today.

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

From: (b)(6), (b)(7)c
Sent: Wednesday, February 08, 2012 4:59 PM
To: (b)(6), (b)(7)c
Subject: CAP REPORT 2/8/12

FYI

From: [REDACTED]
To: [REDACTED] (b)(6), (b)(7)c
Cc:
Subject: FW: CAP REPORT 2/9/2012
Date: Thursday, February 09, 2012 4:22:12 PM
Attachments: [CAP Surge report 2.9.12.xls](#)

No Reinstatements today/Attachment C.

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

From: [REDACTED] (b)(6), (b)(7)c
Sent: Thursday, February 09, 2012 3:13 PM
To: [REDACTED] (b)(6), (b)(7)c
Subject: CAP REPORT 2/9/2012

FYI

From: (b)(6), (b)(7)c
To: (b)(6), (b)(7)c
Subject: FW: Criminal Alien Removal Initiative Operational Plan and Checklist
Date: Tuesday, May 08, 2012 6:00:00 PM
Attachments: [Criminal Alien Removal Initiative Plan FINAL.docx](#)
[Criminal Alien Removal Initiative 2012 Checklist Final.docx](#)

This is just for your info. Please don't forward.

From: (b)(6), (b)(7)c
Sent: Tuesday, May 08, 2012 5:59 PM
Subject: Criminal Alien Removal Initiative Operational Plan and Checklist

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: Criminal Alien Removal Initiative Operational Plan and Checklist

As discussed during today's FOD call attached is the Criminal Alien Removal Initiative Operational Plan and Checklist. **Please complete and submit your annex to the Operational Plan to Unit Chiefs** (b)(6), (b)(7)c **by COB on Thursday May 10, 2012.**

Please contact (b)(6), (b)(7)c at 202-732-(b)(6), (b)(7)c with any questions.

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Criminal Alien Removal Initiative 2012

Field Office Checklist

- Field Office Annexes to OPLAN submitted to Field Operations COB 5/10/12.
- Coordinate directly with local OCC on 4 -5 hours training (4th Amendment, Prosecutorial Discretion, Sensitive Locations, Handling of Juveniles).
- Coordinate with local OCC on 4th Amendment training for all ERO officers as needed.
- FOD to collaborate with SAC on Probation and Parole cases week of 5/7/12.
- Travel Day – Detailers report to field POCs.
- FOD meet-and-greet with detailers in the AM.
- Field POC to provide team assignments/meet-and-greet.
 - AFODs/SDDOs to provide briefing on FOW/target folder development/systems checks.
 - Briefing on conducting field operations and arrest activities.
- (b)(7)e
- Other Administration/Establish access to applicable enforcement systems.
- By name list of CBP personnel and assigned duty station

Enforcement and Removal Operations **Criminal Alien Removal Initiative**

DRAFT

LIMITED OFFICIAL USE

**HEADQUARTERS (HQ) APPROVED
OPERATION PLAN:**

NATIONAL FUGITIVE OPERATIONS PROGRAM

1

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Pages 121 through 135 redacted for the following reasons:

(b)(5)

From: (b)(6), (b)(7)c
To:
Subject: FW: Gwinnett County FW: CAP Surge
Date: Thursday, July 07, 2011 5:59:44 PM
Attachments: [image005.jpg](#)
[image007.jpg](#)
[image005.jpg](#)
[image007.jpg](#)
[image002.jpg](#)
[image004.jpg](#)
[image006.png](#)
[image001.png](#)
[Cost Estimate.xls](#)
[HQ Op Plan \(Gwinnett County Jail\)\(Revised - 12-29-08\).doc](#)
Importance: High

This is the simple, normal, not 6000 target version.

From: (b)(6), (b)(7)c
Sent: Monday, March 23, 2009 9:18 AM
To: (b)(6), (b)(7)c
Subject: FW: Gwinnett County FW: CAP Surge
Importance: High

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

Atlanta Field Office
CAP SURGE Operational Plan
Gwinnett County Jail



U.S. Immigration
and Customs
Enforcement

LIMITED OFFICIAL USE

1

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

HEADQUARTERS
CRIMINAL ALIEN PROGRAM OPERATIONS UNIT

CRIMINAL ALIEN PROGRAM
Atlanta FIELD OFFICE

CAP SURGE Operation
Dates: January 12 - February 6, 2008

I. Situation

CAP Surge Operations (Surge) will ensure 100% of all inmates booked into and released from targeted facilities are screened for alienage and removability for the duration of the operation. Those who are determined to have no status, or to have violated their status, will immediately be processed and placed into appropriate immigration proceedings.

Surge 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 HQDRO provided the conditions/concerns identified below are satisfied.

A) Targeted Facilities

- Gwinnett County Jail- It is estimated that 2,600 criminal aliens, not previously identified will be processed for removal from the United States.

B) Hours of Operation

During the Surge, all individuals booked into and released from the facility will be screened for alienage and removability. The current incarcerated population in the facility will be screened as manpower and time permit.

2

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

DRO Staff will be on site as follows:

Team/Shift One

- (b)(7)e -Operational Hours
 - Supervisory Detention & Deportation Officers
 - Deportation Officers
 - Supervisory Immigration Enforcement Agent
 - (b)(7)e Immigration Enforcement Agents
 - Deportation Removal Assistant
 - Mission Support Specialist
- Other Support: Described below in the Team/Shift Three Section.

Team/Shift Two

- (b)(7)e -Operational Hours
 - Supervisory Detention & Deportation Officers
 - Deportation Officers
 - (b)(7)e Supervisory Immigration Enforcement Agent
 - Immigration Enforcement Agents
 - Deportation Removal Assistant
- Other Support: Described below in the Team/Shift Three Section.

Team/Shift Three

- (b)(7)e -Operational Hours
 - Supervisory Detention & Deportation Officers
 - Deportation Officers
 - (b)(7)e Supervisory Immigration Enforcement Agent
 - Immigration Enforcement Agents
 - Deportation Removal Assistant
- Other Support: Out of the total of (b)(7)e DEAs required, (b)(7)e DEAs will be required to have Commercial Driver's Licenses (CDL) and will need to provide (b)(7)e buses together with (b)(7)e additional vans to facilitate transportation from Gwinnett County; (b)(7)e Mission Support will be required to track funding, procurement, personnel issues related to the CAP Surge. Further, it is anticipated that (b)(7)e DOCC flights per

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

week and (b)(7) Mexican flights may be required to offset increased detentions. *Note:* The following positions from the above personnel will be required on TDY for thirty days following the end of the CAP surge to provide supplemental coverage related to the cases released as a result of detainers placed during the surge: (b)(7) IEAs; (b)(7) SDDOs; (b)(7) DRAs; per day. Since DRA's are not on AUO, an additional DRA was added to the late shift.

Coverage outside of these hours will be accomplished by Atlanta Field Office established procedures related to duty CAP assignments. Supervisory staff will change shift hours as needed, in order to effectively facilitate the operation.

C) Staffing

The Surge will require additional support from outside the field office. The FOD has committed all available resources within his or her jurisdiction. An initial request was forwarded to HQ on December 22, 2008 and, following discussion with HQ CAP, the staffing numbers were reduced as shown below.

Requested detail staff positions:

	SDDO
	DO
	SIEA
(b)(7)e	IEA
	DRA
	Mission Support Specialist

[NOTE: The Atlanta Field Office detention capacity is challenged by the current incoming case trends (approximately 450 per week) and the lack of sufficient Executive Office for Immigration Review (EOIR) resources to process the 60% of cases (approximately 270 per week) that historically have venue with EOIR. As discussed in Section C.4. below, available options to mitigate detention capacity concerns are DOCC/FOU flights together with the use of Voluntary Return (VR) in a manner comparable to Voluntary Departure (VD) thresholds (i.e. aliens not

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chargeable as aggravated felons or under security grounds). An additional option to mitigate detention capacity is the detail of EOIR adjudicative resources sufficient to adjudicate 350+ cases per week during this operation and for a three-week period following the conclusion of the operation.]

D) Community Issues or Politically Sensitive Issues

Three days prior to the execution of the Surge, 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.

E) 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 (b)(7)e

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/DRO, 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 Surge Operations are an enhanced part of this effort with a goal to ensure 100% of all inmates booked into and released from targeted facilities are screened for alienage and removability and when applicable, processed 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 Surge Operations to facilitate the screening of 100% of all persons booked into and released from targeted facilities and sustain this level of screening for the duration of the Surge Operation.

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 correction officials at target facilities where Surge Operations will be conducted. Over Time will be used consistent with the laws, regulations, policies and where applicable union agreements governing Over Time in a manner that will best satisfy the overall enforcement objective.

DRO 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 Surge Operation.

This operation will consist of 26 days of surge activities being executed at the Gwinnett County Jail from January 14, 2009 through February 5, 2009.

Phase I: January 13, 2009: Operational briefing at (b)(7)e at the Atlanta Field Office. All officers participating in the operation will attend this pre-operational briefing.

Phase II: January 14, 2009: Officers from the Atlanta and various TDY Field Office will deploy to the Gwinnett County Jail to initiate screening.

Phase III: February 6, 2009: If deemed necessary, the Charlotte, North Carolina Public Affairs Office will issue a press release following the completion of the operation, once approved by the FOD.

C) Tasks

1. The Point of Contact (POC) for communications with HQCAP Operations Unit is (b)(6), (b)(7)c AFOD (b)(6), (b)(7)c cell phone number is 404-926-(b)(6), (b)(7)c and his desk number is 404-896-(b)(6), (b)(7)c The AFOD for CAP will report to

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HQCAP Operations each Friday by Noon EST, using the CAP Surge Tracking spreadsheet with updated statistics.

2. Fugitive Operations Support Center (FOSC): A copy of the Operational Plan and target list has been sent to the FOSC. Provide FOSC with inmate roster 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 Surge. On December 22, 2008, Section Chief (b)(6), (b)(7)c (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 limited within the Atlanta Field Office AOR, and sufficient detention locations have not been identified. DOCC assistance, including the identification of detention space in advance of the operation, is an essential component on this plan.
5. A-File Availability: Another essential component to the overall success of this operation is the unrestricted availability of A-files from Citizenship and Immigration Services (CIS). Recently CIS has placed significant restrictions on the availability of empty jacket A-files. If empty jacket A-files are not made available to the Atlanta Field Office, the processing of aliens for removal will be precluded and the operation will be comprised. DRO Headquarters support in obtaining an adequate number of empty jacket A-files (2,600) from CIS is critical to the success of this operation as CIS has restricted the Atlanta Field Office to 250 empty jacket A-files per request.

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.

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2. Primary processing location: Aliens encountered from the designated facility that require immediate transfer to ICE will be transported to the Atlanta Field Office Holding Cells, 180 Spring St., SW, Atlanta, GA 30303 for processing. All transportation will be conducted in accordance with DRO policies.
 - a. Secondary detention and processing site(s) to be determined as needed.
 - b. The SDDO will coordinate requests for additional staff to support Surge Operations. Requests will be made through the appropriate AFOD with concurrence from the Atlanta FOD.
3. Logistics.
 - a. Lodging and per diem expenses will be required for the Surge Operation including (b)(7)(C) rental car per every (b)(7)(C) TDY personnel. In the event that the need arises to utilize lodging and per diem, funding will be requested from CAPHQ.
 - b. The Surge 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. Immediately upon determination of alienage and removability, an Immigration detainer, form I-247, will be logged using the ENFORCE system.
 - b. 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/Alfie Owens and EOIR/ (b)(6), (b)(7)(C) have been advised and contacted as to the availability to approve stipulated removals during the Surge. As noted above EOIR does not have the adjudicative capacity to maintain pace with current removal proceeding caseloads. The Atlanta Field Office requests that consideration be given to TDY EOIR resources or a VR threshold comparable with VD. All other Immigration

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proceedings will be utilized as applicable to ensure the most expeditious processing of cases.

- c. DRO 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. DRO personnel will make every legal effort to secure these documents.

E) General Reporting Requirements

1. Weekly Reports: Submitted to the AFOD and HQCAP Operations Unit utilizing the "Surge Activity Report" spreadsheet.

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

Due: 1200 EST each Friday

Period Covered: Friday through Thursday (0001-2400 hours)

2. Weekly Reports: Standard HQCAP reporting.
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 Surge, the field office's POC to the CAP Operations Unit, previously identified above, will ensure that HQCAP is properly supplied with the final statistical report for the Surge. This will be due by 1400 hours the day after completion of Surge Operations.

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 Surge will be held on February 5, 2009 at the Atlanta Field Office..
2. Format: The format for issues will be:

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- 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. Public Affairs will coordinate with the FOD and generate a press release upon completion of the operation. Public Affairs contact number (b)(6), (b)(7)c (b)(6), (b)(7)c 787) 370 (b)(6), (b)(7)c

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

AUTHORIZING OFFICIAL

Felicia S. Skinner
(A) Field Office Director
Atlanta Field Office

APPROVING OFFICIAL

Tai T. Nguyen
(A) Assistant Director, Enforcement

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Immigration and Customs Enforcement
Detention and Removal Operations
Criminal Alien Division

Office of Detention and Removal

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From: (b)(6), (b)(7)c
To: (b)(6), (b)(7)c
Subject: FW: IRP DQ&I Report
Date: Monday, February 13, 2012 9:03:31 AM
Attachments: [FY12 HOU CAP SURGE to Norman 02132012.xls](#)

As requested. These are not official numbers, but very accurate. Courtney use to work for STU. She uses the same methodology. If you want official numbers, we can request them through STU.

Thanks,

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

(b)(6), (b)(7)c
HQ Staff Deportation and Detention Officer
Enforcement and Removal Operations
HQ Criminal Alien Program
202-732-(b)(6), (b)(7)c (desk)
202-200-(b)(6), (b)(7)c (cell)

From: (b)(6), (b)(7)c
Sent: Monday, February 13, 2012 8:23 AM
To: (b)(6), (b)(7)c
Subject: RE: IRP DQ&I Report

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

Please find the result for HOU under Operation: CAP SURGE between 01/03/12-02/11/12.

Thanks,

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

Criminal Alien Division
Enforcement and Removal Operations

From: (b)(6), (b)(7)c
Sent: Monday, February 13, 2012 7:39 AM
To: (b)(6), (b)(7)c
Subject: RE: IRP DQ&I Report

No problem. I'm working on it now and will let you know soon.

Thanks,

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

Criminal Alien Division
Enforcement and Removal Operations

From: (b)(6), (b)(7)c
Sent: Monday, February 13, 2012 7:38 AM
To: (b)(6), (b)(7)c
Subject: FW: IRP DQ&I Report

Could you run the stats (encounters, arrests, detainers, ntas) for CAP Surge, Houston AOR broken down by criminality from 01/03/2012 to 02/11/2012 with data sets?

Thanks,

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

HQ Staff Deportation and Detention Officer
Enforcement and Removal Operations
HQ Criminal Alien Program
202-732 (b)(6), (b)(7)c (desk)
202-200 (b)(6), (b)(7)c (cell)

From: (b)(6), (b)(7)c
Sent: Friday, February 10, 2012 6:23 PM
To: (b)(6), (b)(7)c
Subject: IRP DQ&I Report

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

The IEAs are done entering detainers in ENFORCE.
Can you have the data quality IT group run a report from 1/3 to 2/11 with the usual DQ&I information? It will help us balance the books.
Thanks and have a good weekend.

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

forcement

Houston Texas
Office - 281 774 (b)(6), (b)(7)c
Cell - 832 435 (b)(6), (b)(7)c

From: (b)(6), (b)(7)c
To: (b)(6), (b)(7)c
Cc:
Subject: FW: Local Law Enforcement Compliance with ICE Detainers
Date: Monday, August 26, 2013 1:45:00 PM
Attachments: [Copy of Copy of FOD LEA Detainer Spreadsheet.xlsx](#)
[Local Law Enforcement Compliance with ICE Detainers.docx](#)

Good Afternoon,
Houston's response is attached.
Thank you,

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

Assistant Field Office Director
ICE/ERO
Houston, TX

From: (b)(6), (b)(7)c
Sent: Wednesday, August 21, 2013 4:03 PM
Subject: Local Law Enforcement Compliance with ICE Detainers

This message is sent on behalf of Philip T. Miller, Assistant Director for Field Operations:

To: Field Office Directors and Deputy Field Office Directors
Subject: Local Law Enforcement Compliance with ICE Detainers

-
Most detention facilities are complying with the guidance on our new detainer form; however, complaints from stakeholders indicate that some detention facilities may not be compliant. In order to determine the scope of the problem, Field Ops requests that each FOD complete both the attached word document and excel spreadsheet.

Instructions:

For both the word and excel documents, please do not reach out to the jurisdictions for a response. Only provide the information that is known by the ERO staff.

- Word document: Address each question and if there is written guidance available, include that with your response.
- Excel spreadsheet: Do not change or modify the excel spreadsheet.
 1. Columns A-D were pulled from a previous detainer tasking from earlier this year. If any information has changed, please make sure to update those columns.
 2. Column E requests that you identify which jurisdictions are accepting, limiting acceptance or not acknowledging ICE detainees.
 3. Column F requests information on whether the jurisdiction allows ERO officers

- access to their booking information.
4. Column G requests information on whether ERO officers can conduct interviews with inmates telephonically, in person or both.
 5. For Columns E-G, if you do not know the answer, please select the “Do Not Know” response from the drop down menu. Of note, please do not reach out to the local jurisdictions to obtain the information.

Please submit the completed word document and excel spreadsheet to the (b)(6), (b)(7)c mailbox as found in the Microsoft Global Address list by 4 p.m. EDT on August 29, 2013.

Questions regarding this tasking can be submitted to Staff Officer (b)(6), (b)(7)c at (b)(6), (b)(7)c or 202-732-(b)(6), (b)(7)c

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Pages 152 through 153 redacted for the following reasons:

(b)(5)

From: (b)(6), (b)(7)c
To: (b)(6), (b)(7)c
Cc:
Subject: FW: Montgomery Co TDC list-for ICE.xls
Date: Thursday, August 19, 2010 2:51:24 PM
Attachments: [Montgomery Co TDC list-for ICE.xls](#)

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

This is just FYI to illustrate the pass-on of HPC ENFORCE event detainees that are now TDC inmates. CAP adds the crimes and then routes them to Cari's shop. These cases are then issued a HNT ENFORCE event detainer and linked in EARM.

(b)(6), (b)(7)c
Assistant Field Office Director
Criminal Alien Program
Houston Field Office
Office: (281) 985- (b)(6), (b)(7)c
Cell: (832) 452- (b)(6), (b)(7)c

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From: (b)(6), (b)(7)c
Sent: Thursday, August 19, 2010 1:49 PM
To: (b)(6), (b)(7)c
Subject: FW: Montgomery Co TDC list-for ICE.xls

Good Afternoon (b)(6), (b)(7)c

Thank you for this information and this is to acknowledge receipt of your message.

These cases will be managed by the ICE ERO Huntsville office.

PIN#

ALIEN FILE #

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

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

please confirm the alien file number listed on the ICE detainer

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

Thank you,

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

Assistant Field Office Director
Criminal Alien Program
Houston Field Office

Office: (281) 985-
(b)(6), (b)(7)c

Cell: (832) 452-
(b)(6), (b)(7)c

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From: (b)(6), (b)(7)c
Sent: Monday, August 16, 2010 1:51 PM
To: (b)(6), (b)(7)c
Subject: Montgomery Co TDC list-for ICE.xls

Please acknowledge receipt of this email.

Thanks You,

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

TDCJ Coordinator
Montgomery Co So

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

From: (b)(6), (b)(7)c
To: (b)(6), (b)(7)c
Subject: FW: Operation Cross Check V
Date: Wednesday, August 07, 2013 5:28:00 PM
Attachments: [Op Plan CCV.docx](#)
[CrossCheck-V-Template\(2013\).xls](#)
[Egregious Write-Up.docx](#)
[Processing Instructions.docx](#)

fyi

From: (b)(6), (b)(7)c
Sent: Thursday, July 25, 2013 3:27 PM
Subject: Operation Cross Check V

This message is sent on behalf of Matthew T. Albence, Assistant Director for Secure Communities and Enforcement, with the concurrence of Philip T. Miller, Assistant Director for Field Operations:

To: Field Office Directors, Deputy Field Office Directors, and Assistant Field Office Directors for Fugitive Operations

Subject: Operation Cross Check V

National Operation Cross Check V (CCV) is a targeted enforcement operation focusing on at-large criminal aliens with Secure Communities Levels 1 and 2 convictions, as well as Level 3 convictions for crimes of violence or involving a threat to public safety. CCV will utilize the (b)(7)e Fugitive Operations Teams in all 24 field offices, with each team targeting at (b)(7)e at-large criminal aliens per team. The operational phase is from Wednesday, August 14, 2013, through Saturday, August 17, 2013.

Pertinent examples of crimes that would fall within the targeting parameters of Level 3 crimes, include but are not limited:

Crimes of Violence

- Assault
- Battery
- Domestic Violence

Threat to Public Safety

- Weapons Violations
- DUI (conviction within the last three years)

Each FOD will need to review their target list to ensure that all Level 3 targets meet the Crime of Violence/Public Safety Threat criteria and should coordinate this review with their local Offices of Chief Counsel. These lists will also be subject to review by the National Fugitive Operations Program and the Fugitive Operations Support Center, and targets not meeting these criteria will be removed from the list. Understanding that many crimes are pled

to lesser offenses, if there are any meritorious cases which you feel should be included in this operation, please contact HQ FUGOPS to discuss.

Attached are: (1) the approved Headquarters Operation Plan, (2) Targeting Spreadsheet to be utilized by each field office, (3) Egregious Write-Up example, and (4) Processing Instructions. Please modify the attached operation plan as appropriate to reflect your specific AOR and update any additional information as it pertains to your field office. **Operational plans submitted from the field will only be accepted in word format. Only the signature page should be scanned and sent as a separate document.** There will be no TDY travel funding and no overtime funds available.

Field Office Directors must submit the following by the dates/times listed below:

Due Date	Time	Item Required	Due To
7/31/2013	COB	POC for the CCV database	FOSC
8/1/2013	COB	Signed Operational Plan	NFOP
8/2/2013	COB	Initial Target List	NFOP & FOSC
8/8/2013	12:00 EDT	Final Target List	FOSC
8/9/2013	COB	One Egregious Target Write-Up	NFOP
8/14-16/2013	16:00 EDT	Egregious Criminal Arrest Write-Up	NFOP
8/14-16/2013	16:00 EDT	Reporting Data Spreadsheet	FOSC
8/17/2013	14:00 Local	Egregious Criminal Arrest Write-Up	NFOP
8/17/2013	14:00 Local	Reporting Data Spreadsheet	FOSC

The Secure Communities and Enforcement Division is committed to assisting the field offices in this endeavor, and a schedule for CCV conference calls will be forthcoming. If you have any questions, please email th (b)(6), (b)(7)c mailbox or contact NFOP Unit Chief (b)(6), (b)(7)c via email at (b)(6), (b)(7)c or (202) 732-(b)(6), (b)(7)c

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EGREGIOUS TARGET

FOD-DALLAS

(b)(6), (b)(7)c a citizen of **Mexico**, will be targeted during National Operation Cross Check V. On April 23, 1999, (b)(6), (b)(7)c was convicted for Aggravated Sexual Assault and sentenced to 10 years confinement. (b)(6), (b)(7)c legally entered the U.S. for lawful permanent residence in 1990. On August 13, 2002, (b)(6), (b)(7)c was ordered removed by an immigration judge. On September 13, 2007, (b)(6), (b)(7)c was removed from the U.S. to Mexico. (b)(6), (b)(7)c has since entered the U.S. illegally on an unknown date. If (b)(6), (b)(7)c is encountered, the case will be referred to the U.S. Attorney's Office in Dallas, TX for consideration of prosecution under 8 USC 1326 for Reentry of a previously removed criminal alien. (b)(6), (b)(7)c is considered a **reentry criminal alien**.

EGREGIOUS ARREST

FOD-ATLANTA

On August 14, 2013, (b)(6), (b)(7)c a citizen of **Mexico**, was arrested at his residence in Douglasville, GA, by Atlanta Fugitive Operations Team members during operation National Cross Check V. On April (b)(6), (b)(7)c 2011, (b)(6), (b)(7)c was **convicted of Burglary, Aggravated Assault (3 Counts), and Terroristic Threats (Threatening to Commit Murder)**, and was **sentenced to 3 years confinement on each count to be served concurrently**. (b)(6), (b)(7)c illegally entered the United States at an unknown date and place. (b)(6), (b)(7)c was served with an Administrative Final Order on August 14, 2013, and placed in ICE custody pending removal to Mexico. (b)(6), (b)(7)c is an **at-large criminal alien**.

Enforcement and Removal Operations Operation Cross Check V



LIMITED OFFICIAL USE

HEADQUARTERS (HQ) APPROVED
OPERATION PLAN

SECURE COMMUNITIES AND ENFORCEMENT DIVISION

1

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OPERATION CROSS CHECK V

Dates: August 14 - 17, 2013

I. Situation

The objective of Operation Cross Check V is to apply an organized, methodical approach to the identification, location and arrest of at-large criminal aliens with Secure Communities Levels 1 and 2 convictions, as well as Level 3 convictions for crimes of violence or involving a threat to public safety. This operation will occur in all 24 ERO Field Office Areas of Operational Responsibility (AOR), consistent with the Immigration and Customs Enforcement (ICE) enforcement priorities.

Operation Cross Check V will utilize the (b)(7)e Fugitive Operations Teams (FOTs) located within the 24 AORs and agents from corresponding ICE Homeland Security Investigations (HSI) Special Agent in Charge (SAC) offices across the country. Resources from CAP and the Detained/Non-Detained units will also participate in this enforcement operation.

Prior to commencement of the operation, teams will evaluate lead information to identify at-large criminal aliens. Target cases amenable to prosecution will be presented to the U.S. Attorney's Office (USAO) in pursuit of criminal arrest warrants to include, but not limited to, 8 USC 1326 and 8 USC 1253. Prosecutions for other offenses will be guided by the August 20, 2007 memorandum, DRO/OI Protocols. ERO will also collaborate with U.S. Citizenship and Immigration Services to evaluate criminal alien case referrals for inclusion in the operation.

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

In addition, the FODs are directed to coordinate with the local SAC, as well as other federal, state and local law enforcement agencies (LEAs) to encourage their participation in this operation. FODs should coordinate with the United States Marshals 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. Local probation and parole offices should also be consulted in target development and 4th amendment waiver considerations during operations.

This operation will consist of four (4) days of enforcement activity executed simultaneously across all 24 ERO field offices from August 14 - 17, 2013.

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Revised 7/25/2013
ICE2012FOIA02544.003236

The Executive Associate Director (EAD), Deputy Executive Associate Director (Deputy EAD), Assistant Director (AD) for Secure Communities and Enforcement, and the Field Office Directors (FODs) have been briefed on this operational plan and support its execution.

A) Targeted Aliens – (3,225¹)

The (b)(7)e FOTs will target approximately 3,225 at-large criminal aliens nationwide (b)(7)e Teams will generate target lists of criminal aliens with Secure Communities Levels 1 and 2 convictions, as well as Level 3 convictions for crimes of violence or involving a threat to public safety.

By August 2, 2013, each field office will compile a target list, which the FOD must review and approve, prior to submission to the Fugitive Operations Support Center (FOSC) and NFOP for review. Once approved by HQ, the final lists will be disseminated to the respective FODs.

Enforcement actions may also be taken against non-targeted aliens encountered during the course of this operation who are determined to be removable and found to present a public safety threat or otherwise meet ICE's enforcement priorities, as provided in this operation plan. If safe to do so, and if there is articulable reasonable suspicion that the non-targeted aliens encountered during the operation may be in the United States unlawfully, they should be checked for criminal and immigration histories while at the arrest location or taken to an ERO office and checked as quickly as possible. Based on the Prosecutorial Discretion Guidelines, appropriate charging and detention decisions should be made on a case-by-case basis. (See attached Excel spreadsheet for target list.)

B) Hours of Operation

Prior to the beginning of the operation, team members will be briefed on operational objectives and/or daily activities. Team members will conduct necessary pre-operational surveillance as resources permit. While the operational hours for conducting arrests will be from (b)(7)e daily, the team leader(s) will determine the actual duty hours. No operation will begin prior to (b)(7)e unless the FOD has reviewed the case and given approval based on specific justifications for each case (see attachment). All activities will be conducted pursuant to ICE, ERO, and NFOP Policies and

¹ Focus on targets may be subject to change based on HQ operational directives. Subsequent changes relating to target focus and scope will not require a new operational plan.

Procedures. Supervisory staff will change shift hours as needed in order to facilitate the operation.

When a daily target list has been exhausted early in the day, consideration should be given to pursuing additional targets and/or conducting additional casework related to identified targets.

C) Local Situation

The (b)(7)e FOTs will conduct the operation with other resources from local CAP and Detained/Non-Detained units, as well as the following Law Enforcement Agencies (LEAs): see attachment. The FODs must commit all necessary resources within their jurisdictions. **(See attached Excel spreadsheet for Team and LEA breakdown)**

D) Operational De-Confliction

HSI has been advised of the operation and has stated that they do not anticipate any conflict in the targeted areas, and have agreed to participate. The target list will be queried in (b)(7)e to ensure de-confliction with HSI and other law enforcement entities.

E) Local Law Enforcement Agencies (LEAs)

The FOT Supervisory Detention and Deportation Officer (SDDO) shall advise local LEAs prior to the execution of any Headquarters (HQ) approved or FOD approved fugitive operation plan. The standard operating procedures for local law enforcement agencies will vary from location to location and should be established through proactive liaison. During the course of the operation, if a target is found to be in an area outside the jurisdictions originally notified as part of the plan, every reasonable effort will be made to notify the newly affected LEA prior to the FOT's arrival and, if that is not possible, as soon as practicable thereafter. In the presence of exigent circumstances, it may be prudent to not provide notification of impending fugitive operations within each jurisdiction. **(If this is the case, the FOD must be made aware of these circumstances and concur with written justification not to notify the local LEAs.)**

F) Sensitive Locations and 4th Amendment

Potential enforcement activities near sensitive locations as defined in the October 24, 2011, Enforcement Actions at or Focused on Sensitive Locations policy memorandum, will be avoided unless operationally necessary, and only then when in compliance with the memorandum. Pre-planned operations conducted near a

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sensitive area must be reviewed and approved in writing by the FOD and Headquarters according to the memorandum, and outlined in this section of the operational plan. All personnel assigned to the operation will be briefed on the policy prior to the operation and that briefing documentation will be attached to the plan. **(List locations and targets here)**

All personnel assigned to the operation must be current on 4th Amendment training requirements. In addition, FODs may choose to seek additional training by the Office of Chief Counsel prior to the operation, as is the case with national operations. During the pre-operational briefing, the Office of Chief Counsel will provide a 4th Amendment overview.

G) Community Issues or Politically Sensitive Issues

HQERO will provide the ICE Offices of Public Affairs (OPA) and Congressional Relations (OCR) with the specifics of the operation, to include the operational dates and location of the initiative. If the operation can reasonably be expected to result in a negative community response, this must be specifically communicated to these offices and the Assistant Director for Field Operations. No proactive outreach shall be conducted with non-law enforcement entities on the planning or execution of this operation.

H) Juveniles

The presence of juveniles at a target location, or in the care of a targeted alien, will be explored during initial investigation, surveillance and diligent research of available indices. In the event that minors 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 identified and a plan of care for the juveniles will be addressed prior to the commencement of operations. Juveniles will be turned over to county resources only as a last resort. Prosecutorial discretion will be applied as appropriate. Officers will limit contact with any identified juvenile to the extent officer safety is not compromised. In addition, the utmost care and consideration will be used when dealing with juveniles, especially when juveniles are present during interviews or encounters with adults. The questioning of juveniles will be kept to a minimum and conducted in the least threatening manner and environment possible. **(List names and ages of known juveniles, and plan of care including care giver contact name and numbers. If there are no juveniles on target list, state so here.)**

If unaccompanied alien juveniles are encountered, the local juvenile coordinator will be contacted for guidance. If this person is unavailable, the Office of Refugee

Resettlement (ORR) must be notified at 202-401-(b)(6), (b)(7)(up) upon completion of processing.

In the event that juvenile(s) is/are present, and their presence was not anticipated during operational enforcement activities, the FOT 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 FOT SDDO and team leaders will be 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 see attachment.**

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, primary care providers who fall within ICE enforcement priorities and are subject to removal but have no ascertainable criminal record, may be placed on an Order of Supervision or Order of Release on Recognizance with SDDO/AFOD approval.

I) Prosecutions

In instances where an alien is amenable to prosecution, the case will be presented to the United States Attorney's Office/State Attorney's Office as appropriate. If the case is accepted for prosecution, an I-247, Immigration Detainer, will be filed with the agency assuming custody of the alien. If the United States Attorney's Office/State Attorney's Office declines to prosecute, the declination will be recorded in the narrative portion of the I-213 and included in the file.

J) Gangs

In the event ICE personnel encounter an alien affiliated with a street gang, officers must record the appropriate information on Form I-213 and photograph any tattoos. A copy of the I-213 and photos will be forwarded to the officer responsible for entering the subject's information into the ICE gang database. Entry of information into the ICEGangs database about suspected gang members and associates is required within 72 hours of encounter. Where operationally safe, photos will be taken in residences where gang tags and/or paraphernalia are prevalent, to include a photo of the front of the house for future officer safety concerns.

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ICE Definitions of Gang Member and Gang Associate

(b)(7)e

II. Mission

To identify, arrest, and remove aliens who present a danger to national security or are a risk to public safety, as well as those who enter the United States illegally or otherwise undermine the integrity of our immigration laws and our border control efforts. ERO upholds America's immigration laws at, within, and beyond our borders through efficient enforcement and removal operations.

One of the most important ICE mandates is the enhancement of public safety and the security of the American public. The broad authority of ICE allows for the identification and removal of dangerous, often recidivist, criminals engaged in crimes such as murder,

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predatory sexual offenses, narcotics trafficking, alien smuggling, and a host of other crimes that have a profoundly negative impact on our society. The Fugitive Operations Division supports this mandate by performing strategic planning and establishing policy designed to augment ICE's ability to arrest and remove these aliens from the United States.

Operation Cross Check V is a targeted, organized, methodical approach to the identification, location and arrest of at-large criminal aliens with Secure Communities Levels 1 and 2 convictions, as well as Level 3 convictions for crimes of violence or involving a threat to public safety.

III. Execution

A) Director's Intent

This operation is being conducted in furtherance of ICE's enforcement priorities. The objective of these priorities is the enhancement of public safety and the security of the American public. The broad authority of ICE allows for the identification and removal of dangerous, often recidivist, criminals engaged in crimes such as murder, predatory sexual offenses, narcotics trafficking, alien smuggling, and a host of other crimes that have a profoundly negative impact on our society.

B) Concept of Operations

The operation will consist of multiple arrest teams dispatched throughout the 24 ERO field offices across the United States. The teams will consist of members of the (b)(7)e FOTs; the teams will also be assisted by Deportation Officers (DOs) and Immigration Enforcement Agents (IEAs) from the Criminal Alien Program (CAP) and the detained and non-detained sections of local ERO offices. One DO will be assigned as the team leader 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 use during this operation.

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/AFOD. A liaison will be established with local law enforcement offices in the areas in which arrest efforts will be conducted.

This operation will consist of four (4) days of enforcement activities from August 14, 2013, through August 17, 2013.

- August 13, 2013: Operational briefing. All officers participating in the operation will attend the pre-operational briefing. The briefings must include a representative from the Office of Chief Counsel to address Fourth Amendment and other pertinent legal considerations. In addition, all officers involved in the Operation Cross Check V are required to complete 4th Amendment refresher training prior to commencement of the operation.
- August 14, 2013 to August 17, 2013: Arrest teams will deploy throughout the country to initiate arrests.
- August 19, 2013: Upon review and approval of the ERO Executive Associate Director, ICE HQ OPA may issue a press release.

C) Tasks

1. The NFOP and FOOSC: A copy of the Operational Plan and target list will be sent to the FOOSC and NFOP via the (b)(6), (b)(7)c Mailbox. Submissions must include the Operational Plan, Signed FOD Signature Page, Target List, and Personnel breakdown, along with any additional attachments as necessary.
2. The Law Enforcement Support Center (LESC) is available 24 hours a day, seven days a week and will provide support to FOTs conducting operations. All officers/agents participating in the operation should have the contact number for the LESL: 802-872-(b)(6), (b)(7) When calling the LESL, officers should be prepared to provide their individual LESL officer ID number.
3. HQ/Field Operations: Prior to the operation, NFOP will provide HQ/Field Operations with a copy of the approved operational plan.

Each FOD will be responsible for identifying suitable detention space within their AOR. Should additional detention resources be required, the FOD will coordinate locating those resources with HQ/Field Operations.

IV. Administration

A) Safety

Mandatory Element: **Safety is paramount.**

1.

(b)(7)e
2. Beyond verbally identifying themselves as law enforcement officers, all enforcement personnel must utilize law enforcement identifiers, such as neck badges, belt badges, and outer garments affixed with ICE identifiers. In order to ensure uniformity, outer garments, if utilized during the operation, must be prominently affixed with both the words “ICE” and “Police.”
3.

(b)(7)e
4. No additional training will be necessary prior to this operation.

B) Logistics

1. Primary processing location: All detainees will be transported to local detention facilities 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 FOT AFOD with concurrence from the appropriate FODs.
2. Lodging and per diem: Lodging and per diem expenses **are not authorized** for this operation.
3. Removal efforts: Pursuant to ERO’s goal of expeditiously removing all aliens with final orders, the below actions will be performed to facilitate this objective:
 - a. Once arrested, all detainees will be transported to the nearest ERO office for initial processing. All files will be reviewed by the FOT team leader/SDDO for legal sufficiency prior to the alien being transferred to an appropriate detention facility.
 - No health & safety inspection is required for any facility or equipment being utilized for this operation.
 - No contracts need to be reevaluated.

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- 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.
- c. Any 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, if deemed appropriate by supervisory personnel given the circumstances. To the extent possible, FODs will work with their Office of Chief Counsel and EOIR to ensure their availability to approve stipulated removals during the operation.
- d. FOTs will not *target* aliens outside the scope of Operation Cross Check V, although other removable aliens falling within ICE enforcement priorities may be arrested as appropriate if encountered during the operation, and circumstances dictate such action, in accordance with existing policy.
- e. Prosecutorial discretion in immigration enforcement matters must be exercised, consistent with all established guidelines with supervisory oversight, by ICE officers/agents. This applies at all levels during the execution of the operation and could be applied during the pre-arrest, arrest, and custody phase. Communication within the local field office is imperative and nothing within this operation plan should be interpreted to supersede local management oversight and execution of prosecutorial discretion protocols.
- f. When appropriate, a form of alternative to detention may be utilized if authorized by supervisory personnel.

List alternative methods here if utilized.

C) General Reporting Requirements

1. Daily Reports: Submitted to the AFOD, FOSC via established protocols, and NFOP via the (b)(6), (b)(7)c Mailbox utilizing the HQ approved FOSC reporting database designed to capture nationwide at-large surge operation statistics. Reports will be submitted once a day by 1600 hours Eastern

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Daylight Time (EDT) for the day's activities up to the submission of the report.

2. ALL ENFORCE entries pursuant to this operation will use "Cross Check V" in the operational dropdown on the initial event screen.
3. ALL Fugitive Case Management System (FCMS) entries pursuant to this operation will use "Cross Check V" in the operational dropdown on the arrest screen.

Quality Assurance: An officer(s), and support staff as needed, who are not involved with the operation, will review target files against the daily report to ensure that the statistics reported are accurate. This review must be completed daily and at the conclusion of the operation. If asked to provide statistics prior to validation, the information must be clearly identified as not validated and subject to change.

- g. Weekly Reports: Standard HQ FUGOPS reporting via FCMS.
- h. Significant Event Notification (SEN): A SEN/Significant Incident Report (SIR)/Significant Proposed Enforcement Activity Report (SPEAR) will only need to be submitted if events or incidents occur that warrant their generation in accordance with established policies and procedures.
- i. Report Format: At the conclusion of daily operations, each team leader will ensure that the FCMS is properly updated with all FOT arrests and that these arrests are validated in ENFORCE.

D) After-Action Reporting Requirements

1. Field Offices should conduct an after-action briefing as soon as practicable after completion of the operation and before the after-action conference.
2. NFOP will conduct a national after-action teleconference on August 21, 2013 for key operational and administrative personnel involved in the final phase(s) of the enforcement operation.
3. Format: The format for issues will be:
 - a. Topic
 - b. Discussion
 - c. Recommendation(s)

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4. Formal after action report: A memorandum of results will be generated and forwarded to the FOD for review as necessary.
5. HQ ICE OPA will coordinate with the Assistant Director for Secure Communities & Enforcement and generate a press release upon completion of the operation as necessary. ICE Public Affairs contact number(s) are available as necessary.

Command and Control

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

General

Emergencies: 911

Sector: 1-800-X-SECTOR (b)(6), (b)(7)c

ORR: 202-401 (b)(6), (b)(7)c

LESC: 802-87 (b)(6), (b)(7)c

LESC POC:

FOSC POC:

Local

AFOD:

SDDO:

AUTHORIZING OFFICIAL

Field Office Director
Field Office

APPROVING OFFICIAL

Matthew T. Albence
Assistant Director
Secure Communities & Enforcement

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ATTACHMENTS: (If applicable)

- Attachment 1: Complete Target List-*submitted separately once finalized*
- Attachment 2: Other than normal operational hours justification
- Attachment 3: Operational Support
- Attachment 4: Supporting Agency Contact Information
- Attachment 5: CPS Contact List
- Attachment 6: Cost Estimate for HQ requested funds

DISTRIBUTION:

- HQ NFOP
- HQ FOSC
- HQ Field Operations
- FOD
- DFOD
- Fugitive Operations AFOD

Processing Instructions

1. Each field office is required to conduct all processing through (b)(7)e as applicable. It is imperative that statistical tracking and data quality are appropriately maintained to ensure accurate reporting to stakeholders.
2. **All personnel, regardless of assigned unit** (CAP, VCAS, Detained, etc.) will ensure their assigned program area in ENFORCE is Fugitive Operations. Fug Ops Events must utilize specific information:
 - Leads Type is **Fugitive Operations Leads**
 - Event Type is **FOE**
 - Program is **FUG**
 - Operation is **“National Operation Cross Check V”**
3. All TECS case management will include project code (b)(7)e for every prosecution or seizure associated with this operation.

From: (b)(6), (b)(7)c
To: (b)(6), (b)(7)c
Subject: FW: Operation/ List
Date: Tuesday, November 29, 2011 11:10:00 AM
Attachments: [TDCJ NO ICE detainees 11_28.xlsx](#)

(b)(6), (b)(7)c
I am sending you the offender list per (b)(6), (b)(7)c request.

Call me if you have any questions.

(b)(6), (b)(7)c
Assistant Field Office Director
ICE/ERO
Houston, Huntsville Sub-Office
281 - 774 (b)(6), (b)(7)c
832-435 (b)(6), (b)(7)c

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

From: (b)(6), (b)(7)c
Sent: Monday, November 28, 2011 4:53 PM
To: (b)(6), (b)(7)c
Subject: RE: Operation/ List

(b)(6), (b)(7)c
I have attached the draft list. Let me know if I need to send it to (b)(6), (b)(7)c. We won't need to speak to the records in in Green that were matched by FBI number. These are confirmed USCs.

Thanks,

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

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

From: (b)(6), (b)(7)c
Sent: Monday, November 28, 2011 9:02 AM
To: (b)(6), (b)(7)c
Subject: Re: Operation

Great

From: (b)(6), (b)(7)c
To: (b)(6), (b)(7)c
Date: 11/28/2011 08:00 AM
Subject: Re: Operation

Today.

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

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

Sent: Monday, November 28, 2011 08:58 AM

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

Subject: RE: Operation

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

When can we get a list of offenders you need to interview?

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

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

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

Date: 11/22/2011 02:54 PM

Subject: RE: Operation

Probably 6

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

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

Sent: Tuesday, November 22, 2011 3:51 PM

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

Subject: Re: Operation

How many agents will be interviewing at Goree?

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

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

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

Date: 11/21/2011 09:04 AM

Subject: Re: Operation

I will get the list to you. I know is not easy to plan , but we will do our best.
I appreciate your assistance.

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

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

From: [REDACTED] (b)(6), (b)(7)c
Sent: Monday, November 21, 2011 09:47 AM
To: [REDACTED] (b)(6), (b)(7)c
Subject: Re: Operation

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

I will discuss this with our people and get back to you. Also, would you send me the current list so I can get an idea where they are located. This will help us figure out the logistics of the transfers.

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

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

Date: 11/18/2011 05:01 PM

Subject: Operation

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

What are the hours TDCJ will allow us to conduct this operation? Last time we were allowed the hours of [REDACTED] (b)(7)e hrs.

After reviewing the plan, we came to the conclusion the we can interview 50 or 40 a day at Goree for 20 days for a total 800 to 1,000. Is it possible to bring the rest to Gurney for a face to face interview? We are probably going to do tele video and telephonic at Garza East/West. We can interview 25 a day at Garza East/West for 10 days and 25 a day at Gurney for 10 days.

We will also like to place detainees on all of the JC inmates and finish processing them if the operation allows.

We are having problems with the Mobile Unit. The computers are running very slow, so we may have to do without the mobile unit.

During the first 10 days, we plan to identify the aliens on the back log and place detainees. We will be finish our process for the duration of the operation.

The incoming aliens identified through Secure Communities during the operation will be processed internally. This will minimize creating another backlog.

Please let me know if the number of offenders coming to the Goree is too large. If this is the case, we may be able to lower the number of interviews and extend the number of days we spend in Goree.

Thanks,

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

From: (b)(6), (b)(7)c
To: (b)(6), (b)(7)c
Cc:
Subject: FW: Report 2/13/12
Date: Monday, February 13, 2012 6:22:16 PM
Attachments: [ATTACHMENT C_021312.xls](#)
[Copy of Copy of CAP Surge report 2 13 12B.xls](#)

Amended. Just found another two cases that were left in my office. Total for today was 12 Cases completed by (b)(7)c.

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

From: (b)(6), (b)(7)c
Sent: Monday, February 13, 2012 5:17 PM
To: (b)(6), (b)(7)c
Cc: (b)(6), (b)(7)c
Subject: Report 2/13/12

The one the I-871, there was an I-213 (Dated 10/20/11) that the reentry case was presented for criminal prosecution by VCAS.

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

From: (b)(6), (b)(7)c
To: (b)(6), (b)(7)c
Subject: FW: Report 2/14/12
Date: Wednesday, February 15, 2012 1:55:31 PM
Attachments: [Copy of CAPSurgeProcessingLog021512Final.xlsx](#)

Attached is the spreadsheet with all the cases processed to date (to support the numbers I sent below). The additional sheets have also been updated.

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

From: (b)(6), (b)(7)c
Sent: Wednesday, February 15, 2012 12:35 PM
To: (b)(6), (b)(7)c
Subject: RE: Report 2/14/12

The attachment I sent you covered cases processed as of 2/10/12

As of five minutes ago the totals are as follows:

I-851.....102
I-862.....85
I-871.....36

Total.....223

(This includes two I-851 that were processed by (b)(6), (b)(7)c team. One yesterday, the other a few minutes ago)

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

From: (b)(6), (b)(7)c
Sent: Wednesday, February 15, 2012 12:22 PM
To: (b)(6), (b)(7)c
Subject: RE: Report 2/14/12

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

Can you please give me grand totals for CDIS by category for your entire operation?

From: (b)(6), (b)(7)c
Sent: Tuesday, February 14, 2012 5:42 PM
To: (b)(6), (b)(7)c
Cc: (b)(6), (b)(7)c
Subject: Report 2/14/12

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

From: [REDACTED]
To: [REDACTED]
Cc:
Subject: FW: State Jail CAP Surge Daily Stats Report 2/13/2012
Date: Tuesday, February 14, 2012 10:17:49 AM
Attachments: [CAP Surge Daily Report 2012 Feb12-18.xlsx](#)
[CAP Surge Prosecutions Feb13 ATTACHMENT C.xls](#)

State surge report from Monday 02/13/2012

From: [REDACTED]
Sent: Monday, February 13, 2012 6:05 PM
To: [REDACTED]
Subject: State Jail CAP Surge Daily Stats Report 2/13/2012

From: (b)(6), (b)(7)c
To: (b)(6), (b)(7)c
Subject: FW: State Jail CAP Surge Daily Stats Report 2/15/2012
Date: Thursday, February 16, 2012 11:33:36 AM
Attachments: [CAP Surge Daily Report 2012 Feb12-18.xlsx](#)
[CAP Surge Prosecutions Feb15 ATTACHMENT C.xls](#)

State Report from 02/152012

From: (b)(6), (b)(7)c
Sent: Wednesday, February 15, 2012 7:49 PM
To: (b)(6), (b)(7)c
Cc: (b)(6), (b)(7)c
Subject: State Jail CAP Surge Daily Stats Report 2/15/2012

From: (b)(6), (b)(7)c
To: (b)(6), (b)(7)c
Cc:
Subject: FW: State Jail CAP Surge Daily Stats Report 2/14/2012
Date: Wednesday, February 15, 2012 8:32:16 AM
Attachments: [CAP Surge Daily Report 2012 Feb12-18.xlsx](#)
[CAP Surge Prosecutions Feb14 ATTACHMENT C.xls](#)

State Jail from 02/14/2012

From: (b)(6), (b)(7)c
Sent: Tuesday, February 14, 2012 6:15 PM
To:
Cc: (b)(6), (b)(7)c
Subject: State Jail CAP Surge Daily Stats Report 2/14/2012

From: (b)(6), (b)(7)c
To: (b)(6), (b)(7)c
Subject: FW: State Jail CAP Surge Daily Stats Report 2/15/2012
Date: Thursday, February 16, 2012 11:33:36 AM
Attachments: [CAP Surge Daily Report 2012 Feb12-18.xlsx](#)
[CAP Surge Prosecutions Feb15 ATTACHMENT C.xls](#)

State Report from 02/152012

From: (b)(6), (b)(7)c
Sent: Wednesday, February 15, 2012 7:49 PM
To: (b)(6), (b)(7)c
Cc: (b)(6), (b)(7)c
Subject: State Jail CAP Surge Daily Stats Report 2/15/2012

From: (b)(6), (b)(7)c
To: (b)(6), (b)(7)c
Subject: Fw: TDC Release
Date: Tuesday, September 18, 2012 3:19:57 PM
Attachments: [Weekly TDC Request 09152012-09212012.xls](#)

From: (b)(6), (b)(7)c
Sent: Tuesday, September 18, 2012 03:16 PM
To: (b)(6), (b)(7)c
Subject: FW: TDC Release

Good Afternoon (b)(6), (b)(7)c there is another group of IDENT processed/detainer issued Harris County inmates that have transferred to TDCJ. CAP will wrap these case up and arrange to transfer these files to HNT.

(b)(6), (b)(7)c
Assistant Field Office Director
Criminal Alien Program
Houston Field Office
Office: (281) 985-(b)(6), (b)(7)c
Cell: (832) 452-(b)(6), (b)(7)c
AFOD's Fax: (281) 449-7804
ICE ERO CAP 24/7 Command Center Voice: (281) 985-(b)(6), (b)(7)c
ICE ERO CAP 24/7 Command Center Fax: (281) 985-8463 or (281) 987-0338

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From: (b)(6), (b)(7)c
Sent: Tuesday, September 18, 2012 2:13 PM
To: (b)(6), (b)(7)c
(b)(6), (b)(7)c
Cc: (b)(6), (b)(7)c
Subject: TDC Release

(b)(6), (b)(7)c
Deportation Officer
ICE / ERO / CAP / 287G
Houston, Texas
(713) 755 - (b)(6), (b)(7)c work
(832) 435 - (b)(6), (b)(7)c cell

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

From: [redacted]
To: (b)(6), (b)(7)c
Cc:
Subject: Houston Secure Communities Command Center, Additional Contact Information
Date: Tuesday, August 27, 2013 5:14:46 PM
Attachments: [2013 CAP SDDO Duty Roster by Dates.docx](#)

Ms [redacted]

Re: Houston Secure Communities Command Center (HOU SCCC), Additional Contact Information

Thank you for the pleasant, professional contact over the phone this afternoon in receiving supplements to our contact information.

Please, find attached our current **2013 Duty Roster for Supervisory Detention and Deportation Officers**, to be used if the HOU SCCC cannot be reached via any of the previously provided contact numbers.

Also, please, note the [redacted] mail box listed in the "cc:" line as an another form of contact.

NOTE: The *secondary* Main phone number 281-985-[redacted] will temporarily be down for two weeks during renovation of a component of the HOU SCCC. The Main number, 281-985-[redacted] remains fully operational.

Thank you, again.

(b) [redacted]

[redacted]

Supervisory Detention and Deportation Officer
ICE/ERO/Criminal Alien Program
5520 Greens Road, Houston, TX 77032
Office: (281) 985-[redacted]
ICE ERO CAP 24/7 Command Center Voice: (281) 985-[redacted]
ICE ERO CAP 24/7 Command Center Fax: (281) 985-8463 or (281) 987-0388

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2013 CAP SDDO Duty Roster Afterhours, and Holidays

Duty Starts at 10PM	DUTY SDDO	Telephone	UFMI Radio	Call Sign
DEC 4				
DEC 18				
JAN 1, 2013				
JAN 15				
JAN 29				
FEB 12				
FEB 26				
MAR 12				
MAR 26				
APR 9				
APR 23				
MAY 7				
MAY 21				
JUN 4				
JUN 18				
JUL 2				
JUL 16				
JUL 30				
AUG 13				
AUG 27				
SEP 10				
SEP 24				
OCT 8				
OCT 22				
NOV 5				
NOV 19				
DEC 3				
DEC 17				
DEC 31				
JAN 14, 2014				
JAN 28				

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

From: (b)(6), (b)(7)c
To: (b)(6), (b)(7)c
Subject: IRP OPS PLAN
Date: Tuesday, November 01, 2011 2:19:00 PM
Attachments: [1st Quarter FY12 Surge CAP IRP HNT1.doc](#)

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

TDCJ has tentatively offered to bring the offenders for interviewed to 5 or 6 intake units to facilitate ICE surge operations. This will save us the trip to 111 different units. TDCJ has not yet agreed to do the surge. Do you want to send it up without TDCJ's concurrence? We can't execute our plan without TDCJ's approval.

I don't know what dates (b)(6), (b)(7)c was looking to do the operation. On page 2 of the plan I put the dates were to be determined, and on page 8 I actually put 1/9/12 to 2/10/12.

Please let me know if I need to make modifications.

Thanks,

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

Pages 187 through 197 redacted for the following reasons:

(b)(5)

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

AUTHORIZING OFFICIAL

APPROVING OFFICIAL

DISTRIBUTION:

FOD

DFOD

Operations AFOD

HQCAP

12

~~—Law Enforcement Sensitive Official Use Only—~~

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From:

To:

Cc:

Subject:

Monthly Stats for October 2010

Date:

Tuesday, November 02, 2010 1:07:48 PM

Attachments:

[STATS OCT 2010.xls](#)

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

Please, see attachment.

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

Immigration Enforcement Agent

Huntsville IRP-CAP

Huntsville, Texas

Office: 936-730-(b)(6), (b)(7)c

Fax: 936-438-8156

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From: (b)(6), (b)(7)c
To: (b)(6), (b)(7)c
Subject: Monthly stats Report
Date: Thursday, July 21, 2011 12:40:00 PM
Attachments: [Copy of STATS JUNE 2011.xls](#)

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

Please have the IEAs collect the level for each release, interview and detainer.
Thanks,

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

**Assistant Field Office Director
Houston Texas**

281 740-
832 435- (b)(6), (b)(7)c

email address (b)(6), (b)(7)c

From: (b)(6), (b)(7)c
To: (b)(6), (b)(7)c
Subject: MPV Stats
Date: Friday, January 13, 2012 1:38:00 PM
Attachments: [HOJ_HNT_IRP_CAP_SURGE_MPVStats_Repor1_13.xlsx](#)

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

These are the stats. There are 62 cases still pending interview. I will send another report out on Tuesday.

From: (b)(6), (b)(7)c
To: (b)(6), (b)(7)c
Subject: RE: CAP Surge Report
Date: Wednesday, February 22, 2012 2:16:37 PM
Attachments: [Processing Log.xlsx](#)

I corrected the four cases highlighted in red from the apprehension log. I have created a log as well (a takeoff of the log SDDO (b)(6), (b)(7)c created). It is broken down by the cases my team has processed each day starting on 2/16. It includes the A# as well as the Event#. Review it, and if you like I can send it to you with the other reports at the end of each day.

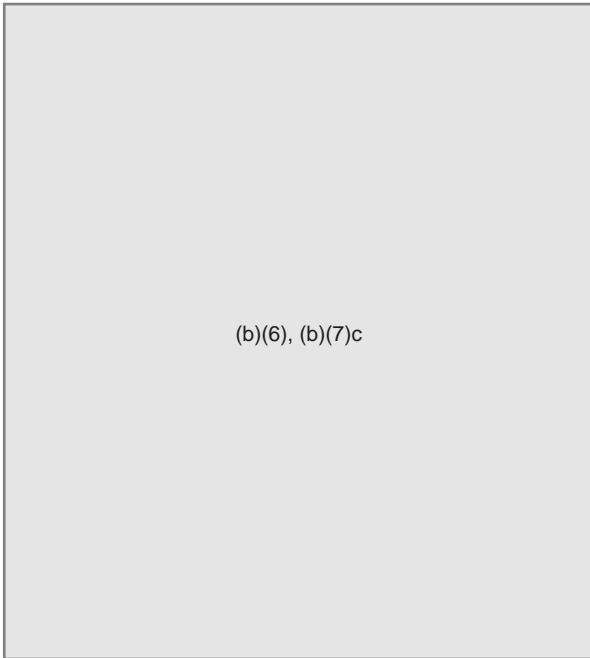
From: (b)(6), (b)(7)c
Sent: Wednesday, February 22, 2012 1:11 PM
To: (b)(6), (b)(7)c
Subject: RE: CAP Surge Report

I cant keep up with all of these numbers.

From: (b)(6), (b)(7)c
Sent: Wednesday, February 22, 2012 1:18 PM
To: (b)(6), (b)(7)c
Subject: RE: CAP Surge Report

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

Below are the event numbers from 2/21.



From: (b)(6), (b)(7)c
Sent: Wednesday, February 22, 2012 11:15 AM
To: (b)(6), (b)(7)c

Subject: RE: CAP Surge Report

There is only one case for yesterday. Can you give me the list of cases processed yesterday?
I have attached a log of cases processed by your team as of 2/17/2012.

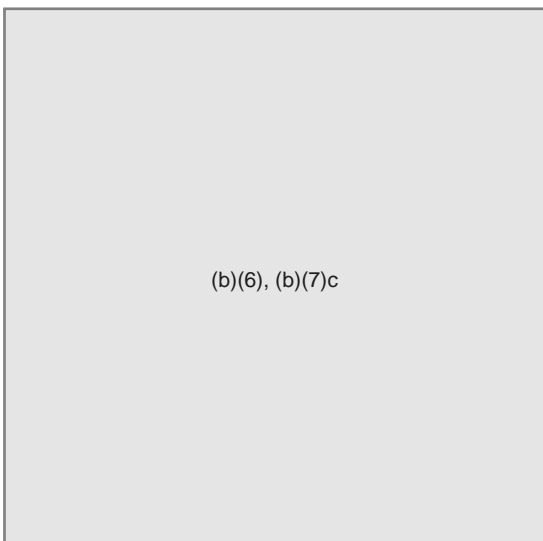
Thanks,

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

From: (b)(6), (b)(7)c
Sent: Wednesday, February 22, 2012 7:55 AM
To: (b)(6), (b)(7)c
Subject: RE: CAP Surge Report

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

Below are the event numbers for the cases processed on 2/20. If there is a way to go back and capture the missing cases let me know and I'll get it done.



From: (b)(6), (b)(7)c
Sent: Tuesday, February 21, 2012 5:48 PM
To: (b)(6), (b)(7)c
Subject: RE: CAP Surge Report

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

There are only 4 cases processed in ENFORCE for yesterday.
Can you please check what office they are assigned to when they sign on? Are there any detailers at the office? If so, make sure they stop processing under their office.

Thanks,

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

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

Sent: Tuesday, February 21, 2012 2:46 PM
To: (b)(6), (b)(7)c
Subject: RE: CAP Surge Report

Attached is the report reflecting stats starting on 2/17.

From: (b)(6), (b)(7)c
Sent: Tuesday, February 21, 2012 1:40 PM
To: (b)(6), (b)(7)c
Subject: Re: CAP Surge Report

Yes, please.

From: (b)(6), (b)(7)c
Sent: Tuesday, February 21, 2012 02:38 PM
To: (b)(6), (b)(7)c
Subject: RE: CAP Surge Report

It's tab 1, day 7 for yesterday. I started keeping stats on day 4. I was going to call you later to discuss because I don't know how you want to proceed. I followed what (b)(6), (b)(7)c was doing, however I noticed that all of the other tabs have been filled in. What I can do is start a new sheet from 2/17/12 through the end of the detail, since the report I've been sending was supposed to run from 1/14-2/16 (at least that's what's on the report for surge dates).

From: (b)(6), (b)(7)c
Sent: Tuesday, February 21, 2012 1:16 PM
To: (b)(6), (b)(7)c
Subject: RE: CAP Surge Report

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

which tab is the correct one. I am confused.

From: (b)(6), (b)(7)c
Sent: Monday, February 20, 2012 3:46 PM
To: (b)(6), (b)(7)c
Cc: (b)(6), (b)(7)c
Subject: CAP Surge Report

For 2/20/12.

From: [Redacted]
To: [Redacted] (b)(6), (b)(7)c
Cc:
Subject: Report 2/14/12
Date: Tuesday, February 14, 2012 5:42:02 PM
Attachments: [Copy of Copy of CAP Surge report 2 14 12.xls](#)

Thanks, [Redacted] (b)(6), (b)(7)c

From:
To:

Cc:

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

Subject:

Selection for Houston IRP Rotation

Date:

Wednesday, February 08, 2012 11:41:47 AM

Attachments:

[image001.gif](#)

[Copy of Huntsville #2.xlsx](#)

Importance:

High

To All:

You have been selected for the next rotation for the Houston/Huntsville IRP. The travel to this detail will be on February 13, 2012. The primary contact will be AFOD (b)(6), (b)(7)c. She has made reservations at the following hotel:

(b)(7)e

The following are hotel confirmation reservations booked under Department of Homeland Security:

(b)(7)e

AFOD (b)(6), (b)(7)c was able to block (b)(7)e in Conroe TX arriving on 2/13/ for 45 days. It is a new hotel and they are providing a microwave and refrigerator in each room. The rooms are booked under the Department of Homeland Security and all detailers will need to call with their credit card information. All detailers, are **instructed to fly into IAH** and not Hobby Airport.

The funding information is:

Funding label: [redacted]
Funding string: [redacted (b)(7)e]

Those detailers highlighted in yellow, will be authorized a rental car.

Thanks,

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

[redacted (b)(6), (b)(7)c]
HQ/ICE/ERO/OSCU
202-732-
202-369 [redacted (b)(6), (b)(7)c] (cell)

From:

To:

Cc:

Subject:

State Jail Cap Surge 02/22/2012

Date:

Thursday, February 23, 2012 8:27:09 AM

Attachments:

[CAP Surge Daily Report 2012 Feb21-24.xlsx](#)
[CAP Surge Prosecutions ATTACHMENT C.xls](#)

State Jail from 02/22/2012

From:

To:

Cc:

Subject:

Date:

Attachments:

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

State Jail CAP Surge Daily Stats Report

Tuesday, February 21, 2012 5:41:42 PM

[CAP Surge Prosecutions ATTACHMENT C.xls](#)

[CAP Surge Daily Report 2012 Feb21-24.xlsx](#)

From: (b)(6), (b)(7)c
To: (b)(6), (b)(7)c
Subject: stats
Date: Monday, August 09, 2010 7:49:00 PM
Attachments: [STATS 8.2-8.8.xls](#)

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

Supervisory Enforcement and Removal Officer

IRP

Huntsville, Texas

936-730 (b)(6), (b)(7)c

"No man is wise enough by himself."
Plautus

From: (b)(6), (b)(7)c
To: (b)(6), (b)(7)c
Cc:
Subject: Stats for 08/23/2010-08/29/2010
Date: Monday, August 30, 2010 4:55:29 PM
Attachments: [STATS 8.23-8.29.xls](#)
Importance: High

Please, see attachment

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

Immigration Enforcement Agent
Huntsville IRP-CAP
Huntsville, Texas
Office: 936-730-(b)(6), (b)(7)c
Fax: 936-438-8156

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From:

To:

Cc:

Subject:

Date:

Attachments:

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

Updated CAP Seniority Lists, 20131007

Monday, October 07, 2013 2:55:07 PM

[Seniority Lists CAP 20131007.xlsx](#)

Updated CAP Seniority Lists, 20131007

Attached.

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

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From:
To:



Subject: CAP Data Quality Reports 11.29.2010
Date: Monday, November 29, 2010 9:42:20 AM

Greetings all CAP Data Quality POC's!

The newest CAP Data Quality Reports (dated 11/29/2010) are refreshed and available in the CAP secured share drive – you may download at your leisure!

Please advise if you no longer wish to receive these emails and access to the CAP secured share drive, and we will remove your name from our distribution list.

Thank you and have an awesome week!

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

Management Program Analyst (MPA)
Criminal Alien Program (CAP)
DHS | ICE | HQERO | CAD
Washington DC 20536
O/202-789-~~(b)(6), (b)(7)c~~ Room 2128
Information: only as good as its accuracy™

From:
To:
Cc:
Subject:
Date:

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

Day Shift End CAP Logistics Report, 10/09/13
Wednesday, October 09, 2013 2:11:29 PM

All cases are assigned. All cases are in, **except** for **Brooks**. ETA on chart below.
I-203's are turned in for the case(s) with the cardinal number highlighted in green.

1	10/9/13 1120	(b)(6), (b)(7)c	HONDU	(b)(6), (b)(7)c	MONTGOMERY	ANDREWS	
2	10/9/13 1055		MEXICO		FDC HOU	BORDERS	
3	10/9/13 1120		MEXICO		BRAZOS	BORDERS	
4	10/9/13 1215		MEXICO		BMT MED	TERRELL	
5	10/9/13 1055		EL SAL		GALVESTON	ANDREWS	
6	10/9/13 ????		GUATE		BROOKS ETA 1500	CHAGOYA	
7	10/9/13 ????		EL SAL		BROOKS	CHAGOYA	
8	10/9/13 ????		EL SAL		BROOKS	PORTORREAL	
9	10/9/13 ????		EL SAL		BROOKS	PORTORREAL	
10	10/9/13 1055		MEXICO		FT BEND	CIMADEVILLA	
11	NO SHOW		EL SAL		FT BEND	CIMADEVILLA	
12	10/9/13 1055		HONG KONG		FT BEND	CBP	CBP wants LPR per CBP (b)(6), (b)(7)c

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

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From: (b)(6), (b)(7)c
To:
Subject: FW: Cap Surge Prosecution
Date: Tuesday, March 20, 2012 1:58:57 PM

Of the below case that (b)(6), (b)(7)c gathered for you last week, only the below appears to be a CAP Surge case. The rest are before or after CAP Surge. It is a "prosecution accepted" case (b)(6), (b)(7)c (b)(6), (b)(7)c case. I will add to the list. It looks like the only addition. It had been pending until today according to EARM.

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

From: (b)(6), (b)(7)c
Sent: Thursday, March 15, 2012 9:32 AM
To:
Cc: (b)(6), (b)(7)c
Subject: Cap Surge Prosecution

The following case have been referred for prosecution.

03/01/2012- Still pending

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

03/06/2012-Still pending

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

03/08/2012- Still pending

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

03/15/2012-Still pending

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

From: (b)(6), (b)(7)c
To:
Subject: FW: CAP/IRP numbers needed
Date: Tuesday, May 28, 2013 12:34:44 PM

Criminal Alien Program (IRP\CAP)

The Criminal Alien Division is responsible for identifying, processing, and initiating removal proceedings for criminal aliens in City, County, State, and Federal prisons and jails within the 52 county AOR of the Houston Field Office.

The Huntsville Institutional Removal Program (IRP\CAP) is one of the nations largest Institutional Hearing Programs (IRP) in the United States. This program identifies criminal aliens serving prison sentences for the entire state of Texas Criminal Justice Prison System. There are more than 12,000 aliens identified in the Texas prison system. In Fiscal Year 2012, there were more than 4,569 aliens released to ICE custody with nearly 70% of those aliens having final orders of removal prior to their release.

Houston is located in Harris County, Texas, which has the third largest county jail in the United States with over 7,000 inmates detained on any given day. The Houston Field has a vibrant Criminal Alien Program (CAP) operation. . The Houston Field Office CAP operation is averaging over seven hundred (700) apprehensions per month.

The CAP operation has aggressively worked to improve relations with local law enforcement in the Houston Police Department, Harris County Sheriff's Department, and numerous local law enforcement agencies within the Houston AOR. Recently, the Houston Police Department adjusted their position and now works closer with DRO and allows access to their jails.

ERO initiated a 287(g) Detention Model Program at the Harris County Sheriff's Office (HCSO) in FY 2009. By the end of FY 2012, more than 20,000 foreign nationals encountered at the HCSO under the 287(g) program had been placed in removal proceedings.

From: [redacted]
To: [redacted] (b)(6), (b)(7)c
Cc: [redacted]
Subject: FW: Houston: Significant ERO Enforcement Actions
Date: Wednesday, August 21, 2013 11:00:39 AM
Importance: High

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

This is CAP's submission for Wednesday, August 21, 2013.

- ERO Houston – Criminal Alien Program – On August 20, 2013, ERO Houston officers encountered [redacted] (b)(6), (b)(7)c a citizen from Guatemala, at the Harris County, TX Juvenile Probation Office after he was arrested by the Harris County Sheriff's Department for the offense of aggravated sexual assault of a child. On July 18, 2013 [redacted] (b)(6), (b)(7)(C) did unlawfully, intentionally and knowingly sexually assault a child [redacted] (b)(6), (b)(7)(C) entered the United States without inspection at unknown place on or about December, 2012. [redacted] (b)(6), (b)(7)(C) is in Harris County Juvenile Probation Office custody no criminal bail as he waits for his next criminal court appearance. ERO Houston has issued an immigration detainer. **Media Note:** No media attention is expected as a result of this enforcement action.
- ERO Houston – Criminal Alien Program – On August 21, 2013, ERO Houston officers encountered [redacted] (b)(6), (b)(7)c a citizen from Mexico, at the Montgomery County, TX Sheriff's Office (MCSO) after he was arrested by the Conroe, TX Police Department for the offense of assault causing bodily injury to a family member. On August 21, 2013, [redacted] (b)(6), (b)(7)c did unlawfully, intentionally, and knowingly cause bodily injury to a member of his family. [redacted] (b)(6), (b)(7)c entered the United States without inspection at an unknown time, date and place. [redacted] (b)(6), (b)(7)c is in MCSO custody with a \$5000 criminal bail as he waits for his next criminal court appearance. ERO Houston has issued an immigration detainer. **Media Note:** No media attention is expected as a result of this enforcement action.

Thank you,

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

5520 Greens Rd
Houston, TX 77032
Ph: 281-985-[redacted] (b)(6), (b)(7)c
Fx: 281-985-8465

From: (b)(6), (b)(7)c
To: (b)(6), (b)(7)c
Subject: FW: Rapid Repat
Date: Tuesday, September 18, 2012 1:26:00 PM
Attachments: [image001.png](#)
[image003.png](#)

Good afternoon:
Could you start a file titled Rapid Repat for future reference?
Thanks

(b)(6), (b)(7)c
r
forcement

Houston Texas
Office - 281 774- (b)(6), (b)(7)c
Cell - 832 435- (b)(6), (b)(7)c

From: (b)(6), (b)(7)c
Sent: Tuesday, September 18, 2012 12:24 PM
To: (b)(6), (b)(7)c
Cc: (b)(6), (b)(7)c
Subject: RE: Rapid Repat

Good Afternoon, (b)(6), (b)(7)c

I added my information to the Houston AOR response.

CAP/federal & county jails (b)(7)e FTE - consisting of (b)(7)e SDDOs (b)(7)e Deportation Officers & (b)(7)e ERAs

CAP/VCAS requires (b)(7)e FTEs (b)(7)e DOs (b)(7)e EA (b)(7)e ERA and (b)(7)e SDDO.

CAP/IRP (HNT office) - (b)(7)e FTE - consisting of (b)(7)e SDDOs (b)(7)e Deportation Officers & (b)(7)e ERAs

Thank you,

(b)(6), (b)(7)c
r
forcement

Houston Texas
Office - 281 774- (b)(6), (b)(7)c
Cell - 832 435- (b)(6), (b)(7)c

From: (b)(6), (b)(7)c
Sent: Tuesday, September 18, 2012 9:17 AM
To: (b)(6), (b)(7)c

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

Subject: Rapid Repat

Good Morning AFODs,

I'm currently working on a project and needed your assistance . . . In order for your office to provide 100% coverage to all institutions (local, state and federal), this includes those that are in remote areas, how many officers are needed to accomplish this goal? All I need is the number of officers at this time.

Thank you for your assistance.

****Please note: This is NOT a tasking****

Thank you,

(b)(6), (b)(7)c DDO
DHS/HQ/ ICE/ERO/CAP/CAD
500 12th Street, SW
Washington, DC 20536
202-732- Office
202-300- (b)(6), (b)(7)c BB

From: [redacted]
To: (b)(6), (b)(7)c
Cc:
Subject: Fw: yesterdays numbers for iTSCAAP1
Date: Tuesday, May 24, 2011 1:02:12 PM

Sent using BlackBerry

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

From: [redacted] (b)(6), (b)(7)c
To: [redacted] (b)(6), (b)(7)c
Cc:
Sent: Tue May 24 08:44:50 2011
Subject: Fw: yesterdays numbers for iTSCAAP1

Try this again

----- [redacted] (b)(6), (b)(7)c -----
05/24/2011 08:43 AM -----

From: [redacted] (b)(6), (b)(7)c
To: [redacted] (b)(6), (b)(7)c
Cc:
Date: 05/24/2011 08:39 AM
Subject: Fw: yesterdays numbers for iTSCAAP1

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

The numbers in the data below is the records that we need fixed for the SCAAP report. It not as many as it appears. The x numbers we can code around and the mismatch of reimbursable code also, but I do have 9 mismatch that need to be fixed. Possible missing detainers for the most part need an n in the reimbursable field. It is very important for the logic in the code that the reimbursement field be filled in for all offenders. Other than that, the mismatch alien numbers need to be fixed.

Thanks,

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

----- Forwarded by [redacted] (b)(6), (b)(7)c -----
05/24/2011 08:17 AM -----

From: [redacted] (b)(6), (b)(7)c
To: [redacted] (b)(6), (b)(7)c
Date: 05/24/2011 07:52 AM

Subject: yesterdays numbers for iTSCAAP1

DUPLICATE ALIEN NUMBERS IN ICE DATA	0000024
DUPLICATE ALIEN NUMBERS IN DETAINER SYSTEM	0000002
MISMATCH OF ALIEN NUMBERS	0000105
POSSIBLE MISSING DETAINER	0000075
U.S. NATIONALITY WITH I.C.E. DETAINER	0000003
MISMATCH OF REIMBURSABLE CODE	0000338
OFFENDERS WITH X ALIEN NUMBERS	0000356

From: [redacted]
To: [redacted]
Cc: [redacted] (b)(6), (b)(7)c
Subject: Houston: Significant ERO Enforcement Actions
Date: Thursday, September 12, 2013 10:52:56 AM
Importance: High

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

This is CAP's submission for Thursday, September 12, 2013.

- ERO Houston – Criminal Alien Program – On September 11, 2013, ERO Houston officers encountered [redacted] (b)(6), (b)(7)c a citizen from Guatemala, at the Harris County, TX Sheriff's Office (HCSO) after he was arrested by the Houston, TX Department for the offense sexual assault of a child under 17 years of age. On September 6, 2013, [redacted] (b)(6), (b)(7)c did unlawfully, intentionally and knowingly sexually assault a female younger than 17 years of age. [redacted] (b)(6), (b)(7)c entered the United States without inspection at or near and unknown city in Arizona on or about October 2, 2007. [redacted] (b)(6), (b)(7)c is in HCSO custody with no criminal bail as he waits for his next criminal court appearance. ERO Houston has issued an immigration detainer. **Media Note:** No media attention is expected as a result of this enforcement action.
- ERO Houston – Criminal Alien Program – On September 12, 2013, ERO Houston officers encountered [redacted] (b)(6), (b)(7)c a citizen from Mexico, at the Harris County, TX Sheriff's Office (HCSO) after he was arrested by the Houston, TX Police Department for the offense of possession with the intent to deliver a controlled substance. On September 11, 2013, [redacted] (b)(6), (b)(7)c did unlawfully, and knowingly possess with the intent to deliver a controlled substance, namely, Heroin, weighing at least 400 grams. [redacted] (b)(6), (b)(7)c is in HCSO custody with a \$100,000 criminal bail as he waits for his next criminal court appearance. ERO Houston has issued an immigration detainer. **Media Note:** No media attention is expected as a result of this enforcement action.

Thank you,

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

5520 Greens Rd
Houston, TX 77032
Ph: 281-985-[redacted] (b)(6), (b)(7)c
Fx: 281-985-8465

From:
To:
Cc:

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

Subject: Houston: Significant ERO Enforcement Actions
Date: Friday, September 06, 2013 11:01:51 AM
Importance: High

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

This is CAP's submission for Friday, September 6, 2013.

- ERO Houston – Criminal Alien Program – On September 6, 2013, ERO Houston officers encountered (b)(6), (b)(7)c a citizen from Mexico, at the Harris County, TX Sheriff's Office (HCSO) after he was arrested by the Houston, TX Police Department for the offense of capital murder. On August 30, 2013, (b)(6), (b)(7)c did unlawfully while in the course of committing and attempting to commit robbery, intentionally cause the death of (b)(6), (b)(7)c by shooting her with a deadly weapon, namely, a firearm. (b)(6), (b)(7)c entered the United States without inspection at or near Laredo, TX on or about January 21, 2012. (b)(6), (b)(7)c is in HCSO custody with no criminal bail as he waits for his next criminal court appearance. ERO Houston has issued an immigration detainer. **Media Note:** This case has garnered significant media attention in the local area.

<http://www.houstontx.gov/police/nr/2013/sep/nr090413-2.htm>

<http://www.chron.com/news/houston-texas/houston/article/One-of-two-men-sought-in-fatal-shooting-arrested-4784431.php?cmpid=htx>

<http://www.houstonchronicle.com/news/houston-texas/houston/article/Around-the-Area-Man-arrested-in-game-room-killing-4787988.php>

<http://www.khou.com/news/crime/Police-identify-charge-one-of-the-suspects-in-fatal-game-room-robbery-222085421.html>

http://abclocal.go.com/ktrk/story?section=news/crime_tracker&id=9233881

Thank you,

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

5520 Greens Rd
Houston, TX 77032
Ph: 281-985-(b)(6), (b)(7)c
Fx: 281-985-8465

From:
To:
Cc:

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

Subject: Houston: Significant ERO Enforcement Actions
Date: Friday, August 23, 2013 12:48:39 PM
Importance: High

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

This is CAP's submission for Friday, August 23, 2013.

- ERO Houston – Criminal Alien Program – On August 22, 2013, ERO Houston officers encountered (b)(6), (b)(7)c a citizen from Mexico, at the Harris County, TX Sheriff's Office (HCSO) after he was arrested on a warrant by the Houston, TX Police Department for the offense of assault- family violence- 2nd offender. On July 21, 2013, (b)(6), (b)(7)c did unlawfully, intentionally and knowingly cause bodily injury to a person with whom he had a dating relationship by striking her with his hand. (b)(6), (b)(7)c was convicted of assault of a family-member on June 16, 2010. (b)(6), (b)(7)c entered the United States without inspection at or near Laredo, TX on or about 1995. (b)(6), (b)(7)c is in HCSO custody with no criminal bail as he waits for his next criminal court appearance. ERO Houston has issued an immigration detainer. **Media Note:** No media attention is expected as a result of this enforcement action.
- ERO Houston – Criminal Alien Program – On August 22, 2013, ERO Houston officers encountered (b)(6), (b)(7)c a citizen from Mexico, at the Harris County, TX Sheriff's Office (HCSO) after he was arrested by the Houston, TX Police Department for the offense of aggravated assault of a family member. On August 11, 2013, (b)(6), (b)(7)c unlawfully, intentionally, and knowingly threatened a member of his family with imminent bodily injury by using and exhibiting a deadly weapon, namely, a knife. (b)(6), (b)(7)c entered the United States without inspection at or near Brownsville, TX on or about May, 2000. (b)(6), (b)(7)c is in HCSO custody with no criminal bail as he waits for his next criminal court appearance. ERO Houston has issued an immigration detainer. **Media Note:** No media attention is expected as a result of this enforcement action.
- ERO Houston – Criminal Alien Program – On August 23, 2013, ERO Houston officers encountered (b)(6), (b)(7)c a Legal Permanent Resident from Sierra Leone, at the Harris County, TX Sheriff's Office (HCSO) after he was arrested by the Houston, TX Police Department for the offense of aggravated robbery with a deadly weapon. On August 8, 2013, (b)(6), (b)(7)c did unlawfully while in the course of committing theft of property owned by the complainant, intentionally and knowingly threaten and place the complainant in fear of imminent bodily injury and death by using and exhibiting a deadly weapon, namely, a firearm. (b)(6), (b)(7)c is in HCSO custody with a \$30,000 total criminal bail as he waits for his next criminal court appearance. ERO Houston will continue to track and monitor this case since the subject is not currently amenable to removal proceedings. **Media Note:** No media attention is expected as a result of this enforcement action.

Thank you.

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

5520 Greens Rd
Houston, TX 77032
Ph: 281-985-
Fx: 281-985-8465

From:
To:
Cc:

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

Subject: Houston: Significant ERO Enforcement Actions
Date: Thursday, August 22, 2013 11:01:46 AM
Importance: High

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

This is CAP's submission for Thursday, August 22, 2013.

- ERO Houston – Criminal Alien Program – On August 20, 2013, ERO Houston officers encountered (b)(6), (b)(7)c a citizen from Colombia, at the Harris County, TX Sheriff's Office (HCSO) after he was arrested by the Houston, TX Police Department for the offense of deadly conduct. On August 14, 2013, (b)(6), (b)(7)c did unlawfully and knowingly discharge a firearm at and in the direction of a habitation and was reckless as to whether the habitation was occupied. (b)(6), (b)(7)c entered the United States without inspection at or near Brownsville, TX on or about January, 1984. (b)(6), (b)(7)c is in HCSO custody with no criminal bail as he waits for his next criminal court appearance. ERO Houston has issued an immigration detainer. **Media Note:** No media attention is expected as a result of this enforcement action.
- ERO Houston – Criminal Alien Program – On August 21, 2013, ERO Houston officers encountered (b)(6), (b)(7)c a citizen from Mexico, at the Harris County, TX Sheriff's Office (HCSO) after he was arrested on a warrant by the Houston, TX Police Department for the offense of aggravated sexual assault of a child under 14 years of age. On November 29, 2012, (b)(6), (b)(7)c unlawfully, intentionally, and knowingly sexually assaulted a 7 year old female. (b)(6), (b)(7)c entered the United States without inspection at an unknown place on or about June, 2013. (b)(6), (b)(7)c is in HCSO custody with a \$35,000 criminal bail as he waits for his next criminal court appearance. ERO Houston has issued an immigration detainer. **Media Note:** No media attention is expected as a result of this enforcement action.

Thank you,

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

5520 Greens Rd
Houston, TX 77032
Ph: 281-985-(b)(6), (b)(7)c
Fx: 281-985-8465

From: (b)(6), (b)(7)c
To:
Subject: RE: August CAP stats
Date: Wednesday, September 11, 2013 11:15:39 AM

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

(b)(6), (b)(7)c will be requesting documents and files for tomorrow's releases as I will not be coming into work tonight due to EEO training tomorrow. Tomorrow I will be working 2-10pm.

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

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

From: (b)(6), (b)(7)c
Sent: Wednesday, September 11, 2013 10:57 AM Eastern Standard Time
To: (b)(6), (b)(7)c
Subject: RE: August CAP stats

thanks

From: (b)(6), (b)(7)c
Sent: Wednesday, September 11, 2013 2:08 AM
To: (b)(6), (b)(7)c
Cc: (b)(6), (b)(7)c
Subject: August CAP stats

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

Here are the CAP stats for the month of August broken down by respective SDDO's. Grand totals are listed at the bottom and I have also include the excel document in case you need to move things around.

CAP August 2013 stats

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

	Encounters	Detainers	CDI'S	Arrests
(b)(6), (b)(7)c	15	13	5	9
(b)(6), (b)(7)c	22	21	0	0
(b)(6), (b)(7)c	12	3	6	17
TOTALS	49	37	11	26

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

	Encounters	Detainers	CDI'S	Arrests
(b)(6), (b)(7)c	15	10	2	15

(b)(6), (b)(7)c	16	13	1	19
TOTALS	31	23	3	34

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

(b)(6), (b)(7)c	Encounters	Detainers	CDI'S	Arrests
(b)(6), (b)(7)c	12	2	1	12
(b)(6), (b)(7)c	9	4	2	7
(b)(6), (b)(7)c	13	1	0	16
(b)(6), (b)(7)c	12	4	6	13
(b)(6), (b)(7)c	28	5	3	27
(b)(6), (b)(7)c	27	14	4	20
(b)(6), (b)(7)c	17	1	5	20
TOTALS	118	31	21	115

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

(b)(6), (b)(7)c	Encounters	Detainers	CDI'S	Arrests
(b)(6), (b)(7)c	2	12	6	4
(b)(6), (b)(7)c	0	0	0	0
(b)(6), (b)(7)c	17	0	4	26
(b)(6), (b)(7)c	35	33	5	20
TOTALS	54	45	15	50

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

EMPLOYEE	Encounters	Detainers	CDI'S	Arrests
(b)(6), (b)(7)c	40	4	18	45
(b)(6), (b)(7)c	7	0	8	12
(b)(6), (b)(7)c	37	36	6	40
(b)(6), (b)(7)c	28	27	15	43
(b)(6), (b)(7)c	0	0	0	0
(b)(6), (b)(7)c	25	24	5	31
(b)(6), (b)(7)c	9	2	8	9
TOTALS	146	93	60	180

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

EMPLOYEE	Encounters	Detainers	CDI'S	Arrests
(b)(6), (b)(7)c	12	2	1	3
(b)(6), (b)(7)c	11	12	1	8
(b)(6), (b)(7)c	13	5	0	4
(b)(6), (b)(7)c	0	0	0	0
TOTALS	36	19	2	15

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

(b)(6), (b)(7)c	Encounters	Detainers	CDI'S	Arrests
(b)(6), (b)(7)c	50	28	5	27

(b)(6), (b)(7)c	58	12	2	17
	14	12	3	17
	38	18	5	23
	23	23	7	22
	17	20	5	22
	45	35	14	42
	26	23	10	26
	27	27	9	27
	0	0	0	0
	36	35	14	38
	24	24	8	28
	13	11	5	12
	24	16	7	16
	23	18	5	22
	17	16	0	17
	6	6	5	7
	23	23	12	29
	18	18	5	16
TOTALS	482	365	121	408

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

	Encounters	Detainers	CDI'S	Arrests
(b)(6), (b)(7)c	5	2	29	8
	6	2	30	5
	0	0	7	0
	9	8	30	9
	1	1	25	1
	10	0	23	12
TOTALS	31	13	144	35

GRAND TOTALS	947	626	377	863
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Thanks,

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

From: (b)(6), (b)(7)c
To: (b)(6), (b)(7)c
Subject: RE: Day Shift End CAP Logistics Report, 9/16/13
Date: Tuesday, September 17, 2013 12:41:25 PM

I talked to IEA's sup because his cases that I reviewed were messed up. Taken care of. For the record (b)(6), (b)(7)c were just witnesses (b)(6), (b)(7)c comments. That's what I meant, they were not complaining (b)(6), (b)(7)c was because he claimed IEA was away for a while doing HIP. All has been taken care.

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

From: (b)(6), (b)(7)c
Sent: Tuesday, September 17, 2013 11:45 AM Eastern Standard Time
To: (b)(6), (b)(7)c
Subject: RE: Day Shift End CAP Logistics Report, 9/16/13

I don't know if that is a fact, but that's really none of their concern. They get plenty of benefits. Who went to hip and when is only the concern of the sup. As long as they complete the cases that were assigned to them.

From: (b)(6), (b)(7)c
Sent: Tuesday, September 17, 2013 10:05 AM
To: (b)(6), (b)(7)c
Subject: RE: Day Shift End CAP Logistics Report, 9/16/13

(b)(6), (b)(7)c were there and were upset that IEA went to hip.

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

From: (b)(6), (b)(7)c
Sent: Tuesday, September 17, 2013 11:03 AM Eastern Standard Time
To: (b)(6), (b)(7)c
Subject: RE: Day Shift End CAP Logistics Report, 9/16/13

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

Please consider the source. You should know by now (b)(6), (b)(7)c is stirring the pot. It isn't any of his concern what the others do or not do. He always has something to say. You can't trust that he is not misinforming you. You and I can speak about this when you get in.

From: (b)(6), (b)(7)c
Sent: Tuesday, September 17, 2013 9:52 AM
To: (b)(6), (b)(7)c
Subject: RE: Day Shift End CAP Logistics Report, 9/16/13

30 plus? Then (b)(6), (b)(7)c tells me 1 or 2 of the IEA's went to HIP for a while a long while. Now (b)(6), (b)(7)c tells me this. He had an arrest and came in with it then was asked why he was not there early to process.

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

From: (b)(6), (b)(7)c
Sent: Tuesday, September 17, 2013 10:47 AM Eastern Standard Time
To: (b)(6), (b)(7)c
Subject: RE: Day Shift End CAP Logistics Report, 9/16/13

What to you describe as a busy day?

From: (b)(6), (b)(7)c
Sent: Monday, September 16, 2013 5:15 PM
To: (b)(6), (b)(7)c
Subject: FW: Day Shift End CAP Logistics Report, 9/16/13
Importance: High

(b)(6), (b)(7)c normal standards this was not a very busy day. When I first saw this I thought my guys had volunteered for these cases but apparently (b)(6), (b)(7)c assigned them these (b)(6), (b)(7)c told me that he was even told that either (b)(6), (b)(7)c had told him that their assigned cases were here at (b)(7)c and why were my guys not here at (b)(7)c I thought you wanted them to come in a (b)(7)c on busy (b)(6), (b)(7)c on arrest in the morning and then was assigned cases. So do you want them assigned cases every Monday and Friday no matter how many cases are coming in or just when its busy. Fridays are always busy so they will always be here.

From: (b)(6), (b)(7)c
Sent: Monday, September 16, 2013 1:37 PM

To: [Redacted]
 Cc: [Redacted] (b)(6), (b)(7)c
 Subject: Day Shift End CAP Logistics Report, 9/16/13

All cases are assigned. All cases are in, **except for** [Redacted] (b)(6), (b)(7)c ETA's on chart below.
 I-203's are turned in for the case(s) with the cardinal number highlighted in green.

1	9/16/13 0000	[Redacted] (b)(6), (b)(7)c	HLG	[Redacted] (b)(6), (b)(7)c	MEXIC	[Redacted] (b)(6), (b)(7)c	DEWITT ETA 1430	[Redacted] (b)(6), (b)(7)c
2	9/16/13 1140		NRC		GUATE		JEFFERSON	
3	9/16/13 1330				EL SAL		FT BEND	
4	9/16/13 1140		DAL		MEXIC		LIBERTY	
5	9/16/13 1140		NRC		MEXIC		LIBERTY	
6	9/16/13 1330		NRC		HONDU		GALVESTON	
7	9/16/13 1330		NRC		COLOM		SUGARLAND	
8	9/16/13 0000		NRC		MEXIC		LEE ETA 1400	
9	9/16/13 1330				MEXIC		FDC HOU	
10	9/16/13 1330		LRD		MEXIC		FDC HOU	
11	9/16/13 1330		LRD		MEXIC		FDC HOU	
12	9/16/13 1330		VCAS		MEXIC		FDC HOU	
13	9/16/13 1330		LRD		GUATE		FDC HOU	
14	9/16/13 1330		LRD		MEXIC		FDC HOU	
15	9/16/13 1330		LRD		MEXIC		FDC HOU	
16	9/16/13 0430				MEXIC		HPD SE	
17	9/16/13 0430		NRC		EL SAL		HPD SE	
18	9/16/13 0650				GUATE		MONTGOMERY	
19	9/16/13 0650				MEXIC		MONTGOMERY	
20	9/16/13 0650				MEXIC		MONTGOMERY	
21	9/16/13 0650				MEXIC		MONTGOMERY	
22	9/16/13 0000				MEXICO		DEWITT ETA 1430	

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

~~WARNING: This document has been designated DHS Law Enforcement Sensitive and is to be controlled, handled, transmitted, distributed, and disposed of in accordance with DHS and ICE policy relating to Law Enforcement Sensitive information. This information can be distributed further within DHS on a need-to-know basis; however, it may not be distributed outside DHS without authorization from the originating office. Nothing in this document should be furnished to the media, either in written or verbal form.~~

From: (b)(6), (b)(7)c
To: (b)(6), (b)(7)c
Subject: RE: Detainers
Date: Wednesday, February 08, 2012 9:31:23 AM

Their detainers should also be in the system, 40 interviews being conducted today plus about 12 for (b)(6), (b)(7)c should have a few detainers from (b)(6), (b)(7)c today and detainers in the system tomorrow from (b)(6), (b)(7)c (b)(6), (b)(7)c is working his list up, no interviews scheduled yet for next week, hope to have a list to the state today to see when we can get them.

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

From: (b)(6), (b)(7)c
Sent: Wednesday, February 08, 2012 9:28 AM
To: (b)(6), (b)(7)c
Subject: Re: Detainers

How about (b)(6), (b)(7)c group?

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

From: (b)(6), (b)(7)c
Sent: Wednesday, February 08, 2012 09:20 AM
To: (b)(6), (b)(7)c
Subject: RE: Detainers

They are in Enforce now, I am verifying them and making sure tracking is updated, hope to have them all to the state today.

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

From: (b)(6), (b)(7)c
Sent: Wednesday, February 08, 2012 9:19 AM
To: (b)(6), (b)(7)c
Subject: Re: Detainers

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

I understood yesterday that you were done with CAP SURGE interviews. When do you anticipate all of those detainers to be logged in ENFORCE?

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

From: (b)(6), (b)(7)c
Sent: Wednesday, February 08, 2012 09:10 AM
To: (b)(6), (b)(7)c
Subject: RE: Detainers

I will follow up daily with the enforce detainer report to make sure they match.

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

From: (b)(6), (b)(7)c
Sent: Wednesday, February 08, 2012 9:03 AM
To: (b)(6), (b)(7)c
Subject: Detainers

Please check with ID and State and make sure that all interview detainers are in the system before I report to HQ that every datainer for CAP Surge is in the system.
Speak with (b)(6), (b)(7)c and everyone who participated in ID.

From: (b)(6), (b)(7)c
To: (b)(6), (b)(7)c
Subject: Re: HNT IRP Stats for 2/12
Date: Friday, February 17, 2012 6:43:00 PM

Thank you (b)(6), (b)(7)c

(b)(6), (b)(7)c
 Desk Officer
 DHS/ICE/ERO/HQ/Field Operations - West
 500 12th Street, SW, Room 2023
 Washington, DC 20024
 202.732 (b)(6), (b)(7)c (Office)
 210.825 (b)(6), (b)(7)c (Cell)

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 Sent from my BlackBerry Wireless Device

From: (b)(6), (b)(7)c
Sent: Friday, February 17, 2012 06:42 PM
To: (b)(6), (b)(7)c
Subject: RE: HNT IRP Stats for 2/12

These are the weekly stats for this week.

CRIMINAL ALIEN PROGRAM CAP SURGE REPORT

Field/AFOD Office		HOU/HNT	STATS FOR	2/12/2012-2/18/2012
Surge Facility Location		TDCJ/State Jail		(b)(6), (b)(7)c
Caridad Cephas-Kimbrough, AFOD				
Line Item	INTERVIEWS CONDUCTED		2-12-2012-2-18-2012	
1	Total number of individuals interviewed (total from lines 2 & 3)		0	
2	Individuals determined not removable		0	
3	Individuals interviewed and amenable to removal		0	

DETAINERS		
9	Total number of detainees	0
10	Lodged/convicted of Level I Offense(s)	0
11	Lodged/convicted of Level II Offense(s)	0
12	Lodged/convicted of Level III Offense(s)	0
13	ICE Detainers (I-247) removed	
CHARGING DOCS ISSUED		
14	Notice to Appear issued (I-862) - INA 240	17
15	Admin removal (I-851) - INA 238(b)	34
16	Re-instatement (I-871) - INA 241(a)(5)	4
17	Stipulated removals	
18	Outstanding final removal order (I-205)(Fugitive Located)	1
19	Other removal order (VR, ER, visa waiver, etc.)	1
20	Judicial removal order	
PROSECUTIONS		
21	Referred for Prosecutions	2

From: (b)(6), (b)(7)c
 Sent: Friday, February 17, 2012 4:19 PM
 To: (b)(6), (b)(7)c
 Subject: RE: HNT IRP Stats for 2/5

Do you have this week's stats?

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

From: (b)(6), (b)(7)c
 Sent: Friday, February 10, 2012 5:17 PM
 To: (b)(6), (b)(7)c
 Cc: (b)(6), (b)(7)c
 Subject: HNT IRP Stats for 2/5

CRIMINAL ALIEN PROGRAM CAP SURGE REPORT

Field/AFOD Office	HOU/HNT	STATS FOR	2/5/2012-2/11/2012
Surge Facility Location	TDCJ/State Jail		(b)(6), (b)(7)c
(b)(6), (b)(7)(C)	AFOD		
Line Item	INTERVIEWS CONDUCTED		2-5-2012 - 2-11-2012
	Total number of individuals interviewed (total from lines 2 &		

1	3)	66
2	Individuals determined not removable	12
3	Individuals interviewed and amenable to removal	54
DETAINERS		
9	Total number of detainees	54
10	Lodged/convicted of Level I Offense(s)	31
11	Lodged/convicted of Level II Offense(s)	22
12	Lodged/convicted of Level III Offense(s)	1
13	ICE Detainers (I-247) removed	
CHARGING DOCS ISSUED		
14	Notice to Appear issued (I-862) - INA 240	22
15	Admin removal (I-851) - INA 238(b)	
16	Re-instatement (I-871) - INA 241(a)(5)	9
17	Stipulated removals	9
18	Outstanding final removal order (I-205)(Fugitive Located)	1
19	Other removal order (VR, ER, visa waiver, etc.)	1
20	Judicial removal order	
PROSECUTIONS		
21	Referred for Prosecutions	1

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

orcement

Houston Texas

Office - 281 774

Cell - 832 435

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

From: (b)(6), (b)(7)c
To: (b)(6), (b)(7)c
Subject: RE: IRP CAP Surge Stats
Date: Thursday, February 16, 2012 11:34:55 AM

Thank you

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

*Criminal Alien Program, Unit Chief
Enforcement and Removal Operations*

202-732 (b)(6), (b)(7)c

From: (b)(6), (b)(7)c
Sent: Thursday, February 16, 2012 11:32 AM
To: (b)(6), (b)(7)c
Cc: (b)(6), (b)(7)c
Subject: FW: IRP CAP Surge Stats

This is the information we have collected. All of our detainees are criminal. However, the DQ&I report doesn't reflect that, because the agents didn't check the "Is this crime related to the encounter" box with a "yes" or in some cases left it blank. Every detainee has been updated to reflect the correct information in ENFORCE and the correct level was taken from CES. Please call me if you have any questions regarding this report.

Thanks,

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

AFOD

Houston, TX

From: (b)(6), (b)(7)c
Sent: Wednesday, February 15, 2012 9:28 PM
To: (b)(6), (b)(7)c
Cc: (b)(6), (b)(7)c
Subject: Re: IRP CAP Surge Stats

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

Make sure you tell your team I appreciate the hard work.

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

Desk Officer

DHS/ICE/ERO/HQ/Field Operations - West

500 12th Street, SW, Room 2023

Washington, DC 20024

202.732 (Office)

210.825 (b)(6), (b)(7)c (Cell)

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Sent from my BlackBerry Wireless Device

From: (b)(6), (b)(7)c
Sent: Wednesday, February 15, 2012 09:24 PM
To: (b)(6), (b)(7)c
Cc: (b)(6), (b)(7)c
Subject: TRP CAP Surge Stats

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

After speaking with (b)(6), (b)(7)c regarding the crime levels used, we reviewed all of the cases and re-leveled everything according to CES . Therefore, the number of detainees issued for each level has been modified.

I reviewed and updated the events, detainees, offense levels and CDIs logged in ENFORCE . The cases were also crossed checked with the DQ&I report.

I have attached all of the records I used to come up with the stats in this workbook. We have completed processing 45% of the cases identified during the CAP Surge. I will send you weekly totals for the number of CDIs issued from now until the end of the surge.

Please call me if you have any questions,

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

AFOD

Houston, TX

832-435 (b)(6), (b)(7)c

From: [redacted]
To: [redacted] (b)(6), (b)(7)c
Subject: RE: Pass On for Friday August 9, 2013
Date: Friday, August 09, 2013 3:42:11 AM
Attachments: [image001.png](#)

*****update*****

FDC HOUSTON: (HCDF LOCAL TRANS)

[redacted] (b)(6), (b)(7)c **as additional** [redacted] (b)(6), (b)(7)c
[redacted] (b)(6), (b)(7)c **where subject has final order and completed 871 by**
ERO [redacted] (b)(6), (b)(7)c **Resident Office.**

Thanks,

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

From: [redacted] (b)(6), (b)(7)c
Sent: Thursday, August 08, 2013 8:59 PM
To: [redacted] (b)(6), (b)(7)c
[redacted] (b)(6), (b)(7)c
Subject: Pass On for Friday August 9, 2013

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

“Contact the Supervisory Deportation Officer in charge at 281-985- [redacted] (b)(6), (b)(7)c for authorization prior to accepting any detainee not listed on this order and prior to accepting any detainee with obvious or suspected, medical or mental health issues. Please call with any further questions, or concerns.”

Pass On for Friday August 9, 2013.

Original paper work will be in the Command Center.

AUSTIN: (TEAM 32) Verified on 8.8.2013 (Webster)

A#TBD [redacted] (b)(6), (b)(7)c

ARANSAS: (TEAM 12) Verified on 8.8.2013 (Metzler)

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

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

-

BEAUMONT HIGH: (TEAM BMT) Verified on 8.8.2013 (b)(6), (b)(7)c

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

-

BROOKS: (TEAM MRT) Verified on 8.8.2013

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

CHAMBERS: (TEAM 21) Verified on 8.8.2013 (b)(6), (b)(7)c

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

-

FDC HOUSTON: (HCDF LOCAL TRANS) Verified on 8.8.2013 (b)(6), (b)(7)c

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

-

HEDWIG VILLAGE: (HCDF LOCAL TRANS) Verified on 8.8.2013 (b)(6), (b)(7)c

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

LIBERTY: (TEAM 22) Verified on 8.8.2013 (b)(6), (b)(7)c

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

ROBERTSON: (TEAM 31) Verified on 8.8.2013 (b)(6), (b)(7)c

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

WALLER: (TEAM 32) Verified on 8.8.2013 (b)(6), (b)(7)c

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

WASHINGTON: (TEAM 31) Verified on 8.8.2013 (b)(6), (b)(7)c

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

386: (See attachments for each request & instructions)

ATW / Logistics / Meet & Greet: (See attachments for each request & instructions)

Respectfully Submitted,

(b)(6), (b)(7)c
Immigration Enforcement Agent
Immigration & Customs Enforcement
Criminal Alien Program
5520 Greens Road
Houston, Texas 77032

(281) (b)(6), (b)(7)c Office

(281) 987-0388 Fax
(832) 435-1111 Mobile



From: [redacted]
To: [redacted] (b)(6), (b)(7)c
Subject: Re: SCAAP Progress
Date: Wednesday, March 16, 2011 11:15:32 AM

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

What needs to be modified to prevent this from happening next year?

From: [redacted] (b)(6), (b)(7)c
To: [redacted] (b)(6), (b)(7)c
Sent: Wed Mar 16 09:22:44 2011
Subject: SCAAP Progress

The SCAAP error reports are run each Monday evening. This Monday's are all caught up.

Next week's reports may be a bit bigger, because the first reports didn't include our archives. (The SCAAP period is from 7-1-09 through 6-31-10.)

From: (b)(6), (b)(7)c
To:
Subject: RE: SCAAP
Date: Friday, May 25, 2012 2:37:06 PM

Yes and I talked to (b)(6), (b)(7)c this morning and she said it was complete. I am waiting for the final from (b)(6), (b)(7)c

I am going to forward them the yellow and blue to get them worked on.

From: (b)(6), (b)(7)c
Sent: Friday, May 25, 2012 1:31 PM
To: (b)(6), (b)(7)c
Subject: SCAAP

Did you assign SCAAP to (b)(6), (b)(7)c The report has posted and we need to update the missing info.

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

From: (b)(6), (b)(7)c
To: (b)(6), (b)(7)c
Cc:
Subject: RE: SCAAP
Date: Wednesday, June 01, 2011 10:41:26 AM

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

Thank you for assisting at the warehouse this morning. You will not be assigned other duties with the exception of pulling your files until SCAAP is completed. As we discussed before I would appreciate you briefing AFOD (b)(6), (b)(7)c and myself this week on the SCAAP status. Your hard work is greatly appreciated.

From: (b)(6), (b)(7)c
Sent: Wednesday, June 01, 2011 8:53 AM
To: (b)(6), (b)(7)c
Subject: SCAAP

Good Morning,

I'm real worried about SCAAP. TDC has to have their presentation to the Governor's office a week to 10 days before the June 27th deadline.

Would it be possible to assign someone else to SCAAP? I'm not able to get it done and keep up even marginally with my docket.

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

From: (b)(6), (b)(7)c
To:
Subject: RE: Tentative CAP PP22 Schedule Ready for AFOD/SDDO Review
Date: Tuesday, October 22, 2013 11:15:05 AM

10-4 Will do.

From: (b)(6), (b)(7)c
Sent: Tuesday, October 22, 2013 10:12 AM
To: (b)(6), (b)(7)c
Subject: RE: Tentative CAP PP22 Schedule Ready for AFOD/SDDO Review

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

If you have received all of the updates from (b)(6), (b)(7)c please post the schedule (b)(6), (b)(7)c and (b)(6), (b)(7)c have updated their staff.

Thanks,

From: (b)(6), (b)(7)c
Sent: Tuesday, October 22, 2013 7:33 AM
To: (b)(6), (b)(7)c
Subject: FW: Tentative CAP PP22 Schedule Ready for AFOD/SDDO Review

Ma'am,

This needs to be posted still, unless it was posted elsewhere.

Shall I go ahead and post it?

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

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From: (b)(6), (b)(7)c
Sent: Sunday, October 06, 2013 10:37 AM
To: (b)(6), (b)(7)c
Subject: Tentative CAP PP22 Schedule Ready for AFOD/SDDO Review

Ma'am,

(Submitted a week early due to my being away on Leave the week it should be posted.)

The tentative CAP PP22 Schedule (attached) is ready for AFOD/SDDO review.

The Leave is current as of today at 1000 hours. The range days marked are current as of SDDO

(b)(6), (b)(7)c 0/3/13 *Range Schedule* delivery.

ALERTS:

- If new employees have not have been *Delegated* to me yet, I cannot see their *Approved* or *Pending Leave* requests.
- With the new *Range Schedule* SDDO's must make changes with SDDO (b)(6), (b)(7)c and mark the changes on our Schedule, or let me know to do so.

Changes, if any, need to be done on: (b)(7)e

(b)(7)e

It should be posted no later than Saturday, October 19, ideally on Friday, October 18.

Standing by to modify and/or post as you direct.

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

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From: (b)(6), (b)(7)c
Subject: Removal of Criminal Aliens
Date: Tuesday, May 29, 2012 1:35:03 PM

The following message is sent on behalf of Gary Mead, Executive Associate Director.

To: Field Office Directors and Deputy Field Office Directors
Subject: Removal of Criminal Aliens

As you know, the highest U.S. Immigration and Customs Enforcement (ICE) immigration enforcement priority is the enhancement of national security and community safety through the removal of criminal aliens. While we have already increased our focus on apprehending and removing criminal aliens, I want to further enhance our attention to this priority. All Fugitive Operations, Joint Criminal Alien Removal Taskforce, and Violent Criminal Alien Section teams are to concentrate on targeting and arresting removable Level 1 and Level 2 criminal aliens. While the teams will increase their efforts to identify and work these specific cases, aliens fitting other immigration enforcement priorities who are encountered during targeted operations, should be arrested and processed consistent with current policies and procedures. Other immigration enforcement priorities include: serious Level 3 criminal aliens, ICE fugitives, re-entrants, and recent border crossers. Prosecutions should be considered on a case by case basis.

Offices that have been identified to participate in expanding the number of fugitive operations teams from (b)(7)e should immediately take the necessary steps to assemble and activate the additional teams. Field Office Directors are expected to follow local union requirements as appropriate.

Please be sure to use all available Alternatives to Detention resources, stipulated removals, administrative removals, and voluntary returns to support this effort as appropriate.

In addition, coordinate closely with Chief Counsels and Homeland Security Investigations (HSI) Special Agents in Charge to maximize their support of this effort, particularly the apprehension of Level 1 and Level 2 criminal aliens by HSI.

All other enforcement activities including Criminal Alien Program, 287g, and Secure Communities should continue as they have been over the past several months.

If you have any questions, please reach out immediately to (b)(6), (b)(7)c David Venturella, (b)(6), (b)(7)c r me.

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From: (b)(6), (b)(7)c
To:
Subject: SCAAP
Date: Thursday, May 24, 2012 9:37:34 AM

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

SCAAP posted yesterday. We have until July 6, however, the Governor's office usually wants it a couple of weeks earlier. That doesn't leave a lot of time. I don't think it will take as much of your staffs time as in the past. Please let me know.

From: (b)(6), (b)(7)c
To: (b)(6), (b)(7)c
Subject: chart
Date: Thursday, January 26, 2012 3:58:00 PM
Attachments: [HOU-Field Office Organizational Chart 10-25-11.xlsx](#)
[HOU-Field Office Organizational Chart \(Changes\).xlsx](#)

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

Special Assistant to the Director
ICE/ERO/Houston Field Office
126 Northpoint Drive
Houston, TX 77060
(Work) 281-774 (b)(6), (b)(7)c
(BB) 832-256 (b)(6), (b)(7)c

FOD
[Name]

(b)(7)e

FOD
Kenneth L. Landgrebe
(b)(6), (b)(7)c

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

FOD
Kenneth L. Landgrebe
(b)(6), (b)(7)C

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

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

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

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

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

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

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

From: (b)(6), (b)(7)c
To: (b)(6), (b)(7)c
Subject: FW: Latest Org Chart
Date: Wednesday, June 26, 2013 10:50:00 AM
Attachments: [Table of Organization \(June 13 - Final\).pdf](#)

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

Do you have any changes or updates?

(b)(6), (b)(7)c
Special Assistant to the FOD
Houston, TX
281.774.(b)(6), (b)(7)c

From: (b)(6), (b)(7)c
Sent: Monday, June 24, 2013 1:29 PM
To: (b)(6), (b)(7)c
(b)(6), (b)(7)c
Cc: (b)(6), (b)(7)c Jennings, David W; (b)(6), (b)(7)c
Subject: Latest Org Chart

Attached is the latest update. Please send me any changes.

Thanks!

(b)(6), (b)(7)c
Special Assistant to the FOD
126 Northpoint Drive
Houston, TX 77060
Office: 281.774.(b)(6), (b)(7)c
Mobile: 832.29.(b)(6), (b)(7)c

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

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

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

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

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

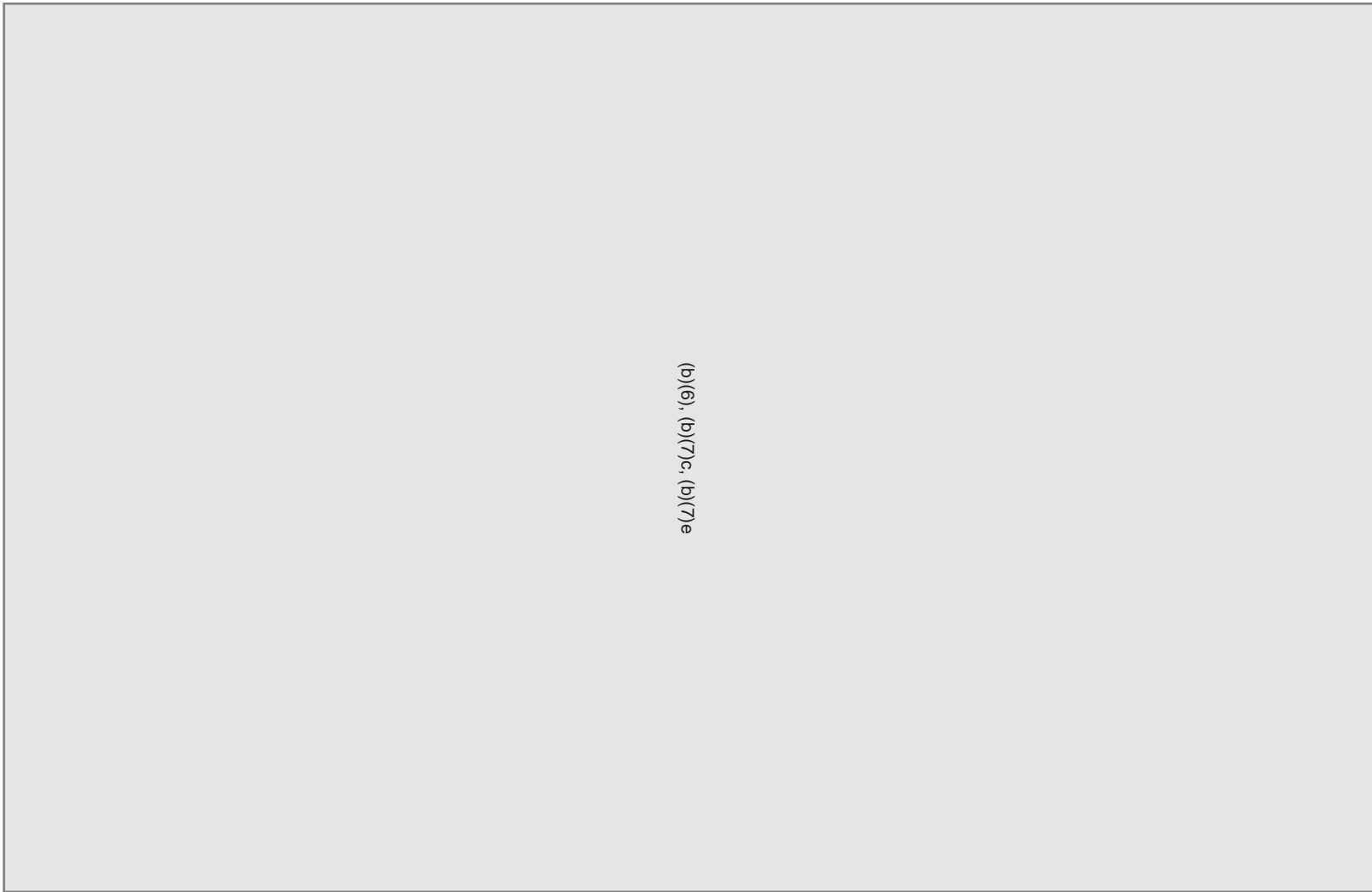
(b)(6), (b)(7)c, (b)(7)e

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

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

(b)(6), (b)(7)c
FOD [redacted]
David W. Jennings

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



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

From: [redacted]
To: [redacted] (b)(6), (b)(7)c
Cc:
Subject: FW: Organizational Chart
Date: Monday, March 05, 2012 4:52:00 PM
Attachments: [HOU ERO Org Chart .pdf](#)

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

Please see the attached. I hope you're having a great day!

[redacted] (b)(6), (b)(7)c
Special Assistant to the Director
ICE/ERO/Houston Field Office
126 Northpoint Drive
Houston, TX 77060
(Work) 281-774-7400 [redacted] (b)(6), (b)(7)c
(BB) 832-255-1111 [redacted] (b)(6), (b)(7)c

From: [redacted] (b)(6), (b)(7)c
Sent: Monday, March 05, 2012 3:10 PM
To: [redacted] (b)(6), (b)(7)c
Subject: Organizational Chart

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

As follow up to our meeting with the Mexican Consul General, please forward this to [redacted] (b)(6), (b)(7)c Assistant to Consul General of Mexico in Houston.

Thanks

[redacted] (b)(6), (b)(7)c
Deputy Field Office Director (Acting)
Houston, Texas
(281) 774-7400 [redacted] (b)(6), (b)(7)c
[redacted] (b)(6), (b)(7)c

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Field Office Director

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

From: (b)(6), (b)(7)c
To: (b)(6), (b)(7)c
Subject: FW: Updated Field Office Organizational Charts
Date: Thursday, April 26, 2012 5:16:03 PM
Attachments: [HOU Field Office Organizational Chart.xlsx](#)
[2012_04_26_16_15_13.pdf](#)

Good Afternoon (b)(6), (b)(7)c

IEA (b)(6), (b)(7)c and IEA (b)(6), (b)(7)c will be removed from CAP and added to the VCAS chart as of 5-6-2012.

(b)(6), (b)(7)c
Assistant Field Office Director
Criminal Alien Program
Houston Field Office
Office: (281) 985-(b)(6), (b)(7)c
Cell: (832) 452-(b)(6), (b)(7)c
AFOD's Fax: (281) 449-7804
ICE ERO CAP 24/7 Command Center Voice: (281) 985-(b)(6), (b)(7)c
ICE ERO CAP 24/7 Command Center Fax: (281) 985-8463 or (281) 987-0338

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From: (b)(6), (b)(7)c
Sent: Thursday, April 26, 2012 4:10 PM
To: (b)(6), (b)(7)c
Cc: (b)(6), (b)(7)c
Subject: FW: Updated Field Office Organizational Charts

Please send me your latest org chart so I can update the Field Office's. Attached is the one that was last updated.

Thanks,

(b)(6), (b)(7)c
Special Assistant to the Director
ICE/ERO/Houston Field Office
126 Northpoint Drive
Houston, TX 77060
(Work) 281-774-(b)(6), (b)(7)c
(BB) 832-210-(b)(6), (b)(7)c

From: (b)(6), (b)(7)c
Sent: Thursday, April 26, 2012 11:14 AM
Subject: Updated Field Office Organizational Charts

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: Updated Field Office Organizational Charts

A tasking was disseminated in July of 2011 requesting that each Field Office provide an organizational chart for an Operational Workforce Analysis study conducted by Secure Communities. This information has proven to be useful in validating HR reports, conducting operational analyses, updating models, and making workforce recommendations to ERO management.

To ensure we continue to use the most up-to-date information in our ongoing analyses and planning efforts, it is requested that each office provide an update to the organizational chart that was submitted to HQ in July of 2011. We plan to continue requesting updates on an annual basis so it is encouraged that your organizational chart be maintained at the Field Office level.

(b)(6), (b)(7)c from Law Enforcement Systems & Analysis (LESA), Strategy & Operations Analysis (SOA) unit will be forwarding each office their respective submission from last year and will be requesting an update by Thursday, May 15, 2012. Please provide a “no update” response if there are no changes. Below are the guidelines that were disseminated with the message last July; these guidelines will also apply to any updates your office provides:

-An organization chart is a graphic description of each field office responsibilities and reporting lines.

-Your organizational chart should list every individual, with GS-level, in your AOR:

- Law Enforcement Supervisors (e.g., FOD, DFOD, AFOD, SDDO, SIEA)
- Law Enforcement Staff (e.g. DO, IEA,)
- Support Staff (e.g. DRA, MPA, Bond Specialist, MSS, SMSS, etc.)

-The chart should also provide details on the location and responsibility area of each of the above individuals:

- Location (e.g., Detention Facility, Sub-office, etc)
- Responsibility Area (e.g., CAP, Fug-Ops, 287(g), Case Management (detained vs non-detained), ATD/Bonds, Transportation, etc)

Please provide your updates or “no update” response to (b)(6), (b)(7)c at

(b)(6), (b)(7)c He can also be contacted at 202-732-(b)(6), (b)(7)c if there are any questions or concerns regarding this tasking.

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Criminal Alien Program

FY2012

updated 4/23/2012

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

FOD
Kenneth L. Landgrebe
(b)(6), (b)(7)c

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

FOD
[Name]

(b)(7)e

From: (b)(6), (b)(7)c
To: (b)(6), (b)(7)c
Subject: Org Chart Updates
Date: Thursday, June 20, 2013 11:19:20 AM
Attachments: [Copy of Table of Organization CAP Update 20130619.xlsx](#)

Good Morning,
We have made edits to our sections.

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

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

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

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

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

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

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

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

FOD (b)(6), (b)(7)c
David W. Jennings

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

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

From: (b)(6), (b)(7)c
To: (b)(6), (b)(7)c
Subject: Organizational Chart
Date: Monday, March 05, 2012 4:10:19 PM
Attachments: [HOJ ERO Org Chart.pdf](#)

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

As follow up to our meeting with the Mexican Consul General, please forward this to
(b)(6), (b)(7)c Assistant to Consul General of Mexico in Houston.

Thanks

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

Deputy Field Office Director (Acting)
Houston, Texas

(281) 776- (b)(6), (b)(7)c

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

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Field Office Director
TBD

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

From: (b)(6), (b)(7)c
To:
Subject: RE: Org Chart/Emergency Notification System
Date: Wednesday, June 26, 2013 1:54:36 PM
Attachments: [Org chart 06262013.docx](#)

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

Attached is my updated org chart.

Thanks,

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

From: (b)(6), (b)(7)c
Sent: Wednesday, June 26, 2013 9:22 AM
To: (b)(6), (b)(7)c
Subject: RE: Org Chart/Emergency Notification System

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

(b)(6), (b)(7)c
Special Assistant to the FOD
Houston, TX
281.751 (b)(6), (b)(7)c

From: (b)(6), (b)(7)c
Sent: Wednesday, June 26, 2013 9:22 AM
To: (b)(6), (b)(7)c
Subject: RE: Org Chart/Emergency Notification System

I will get it to you today.

Thanks,

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

From: (b)(6), (b)(7)c
Sent: Wednesday, June 26, 2013 9:21 AM
To: (b)(6), (b)(7)c
Subject: Org Chart/Emergency Notification System

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

I'm working on submitting all the information for the Emergency Notification System. The FOD wants messages to go out by location. Long story short...can you please get me your updated org chart? This way I will know where everyone is and make sure they get on the correct roster.

Thanks☺

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

Special Assistant to the FOD
126 Northpoint Drive
Houston, TX 77060
Office: 281.774.
Mobile: 832.256

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

Livingston Organizational Chart

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

From: (b)(6), (b)(7)c
To: (b)(6), (b)(7)c
Subject: RE: Table of Organization
Date: Wednesday, September 12, 2012 4:36:39 PM
Attachments: [HNT Duties.xlsx](#)

Here is mine.

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

From: (b)(6), (b)(7)c
Sent: Wednesday, September 12, 2012 4:21 PM
To: (b)(6), (b)(7)c
Cc: (b)(6), (b)(7)c; Jennings, David W (b)(6), (b)(7)c
Subject: FW: Table of Organization

Deadline has been extended to 8am Friday morning. Please have it to me by then.

Thanks,

(b)(6), (b)(7)c
Special Assistant to the FOD
Houston, TX
281-774 (b)(6), (b)(7)c

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

From: Jennings, David W
Sent: Wednesday, September 12, 2012 3:13 PM
To: (b)(6), (b)(7)c
Subject: Table of Organization

Hi

What we need is specific duties and charts - for example Non detained - VCAS, SDDO non-detained - bonds, ATD, etc. SDDO A, CAP, covers jails A,B,C...DO B covers USC claims for jail X,Y,Z. I need that for every program, every single employee in their charge.

Thanks dj
Field Office Director
Houston, TX

HNT STAFF Duties

ERAs			
(b)(6), (b)(7)c			
ID Docket	ID Docket	ID Docket	State Jail Docket
J&Cs	J&Cs	J&Cs	Data input and download
FOIA	TDCJ Data Download	TDCJ Data Download	EARM
Records	Data Management	Data Management and Stats back up	Prepare Interview lists for State Jail
EARM	Stats	Record Checks	Record Checks
Record Checks	Record Checks	CIS file creation,	CIS file creation
CIS file creation	CIS file creation,		

IEAS			
(b)(6), (b)(7)c			
Serve daily documents to Inmates released from TDCJ Custody	Coordinating Institutional Division Releases. Record Checks, ENFORCE, EARM, EABM, etc...	Institutional Division Intake foreign born identification and processing for various ICE proceedings. Data collection and update.	Institutional Division Inmate processing. Update EARM and Computer systems
			Institutional Division on Military Leave Update EARM and Computer systems
Fingerprint, Photograph, Ident, FINS, EABM, BOOK-IN , 216	Case Preparation, Make sure all daily releases have J&Cs		Secure Communities
	Ensure daily cases are complete. Process ID Cases		

IEAS			
(b)(6), (b)(7)c			
State Jail Foreign Born Identification and Processing of Intake and Releases	State Jail Foreign Born Identification and Processing of Intake and Releases	In Training- Processing	Serve Documents and take sworn statements when available
Stips	State Jail Stips		Process ID Cases

Deportation Officers	(b)(6), (b)(7)c
	USC Claims, US Military Claims, Medical Cases, TDCJ liason, Stats, ORECs, OSUPs, ETD docket.

MSS	(b)(6), (b)(7)c
	Purchase
	T&As
	MISC Admin Duties

From: (b)(6), (b)(7)c
To: (b)(6), (b)(7)c
Subject: RE: Updated Field Office Organizational Charts
Date: Friday, April 27, 2012 2:48:46 PM
Attachments: [March 12 Monthly Report.doc](#)

Sorry.

From: (b)(6), (b)(7)c
Sent: Friday, April 27, 2012 1:46 PM
To: (b)(6), (b)(7)c
Subject: RE: Updated Field Office Organizational Charts

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

Did you attach something?

(b)(6), (b)(7)c
Special Assistant to the Director
ICE/ERO/Houston Field Office
126 Northpoint Drive
Houston, TX 77060
(Work) 281-774-1600 (b)(6), (b)(7)c
(BB) 832-250-1600 (b)(6), (b)(7)c

From: (b)(6), (b)(7)c
Sent: Friday, April 27, 2012 1:25 PM
To: (b)(6), (b)(7)c
Subject: RE: Updated Field Office Organizational Charts

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

Attached is my monthly report for the month of May. Page 12 has an org chart for Livingston and page 13 has an org chart for Conroe.

Thanks,

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

From: (b)(6), (b)(7)c
Sent: Thursday, April 26, 2012 4:10 PM
To: (b)(6), (b)(7)c
Cc: (b)(6), (b)(7)c
Subject: FW: Updated Field Office Organizational Charts

Please send me your latest org chart so I can update the Field Office's. Attached is the one that was last updated.

Thanks,

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

Special Assistant to the Director
ICE/ERO/Houston Field Office
126 Northpoint Drive
Houston, TX 77060
(Work) 281-779-7960, (b)(6), (b)(7)c
(BB) 832-276-7960, (b)(6), (b)(7)c

From: (b)(6), (b)(7)c
Sent: Thursday, April 26, 2012 11:14 AM
Subject: Updated Field Office Organizational Charts

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: Updated Field Office Organizational Charts

A tasking was disseminated in July of 2011 requesting that each Field Office provide an organizational chart for an Operational Workforce Analysis study conducted by Secure Communities. This information has proven to be useful in validating HR reports, conducting operational analyses, updating models, and making workforce recommendations to ERO management.

To ensure we continue to use the most up-to-date information in our ongoing analyses and planning efforts, it is requested that each office provide an update to the organizational chart that was submitted to HQ in July of 2011. We plan to continue requesting updates on an annual basis so it is encouraged that your organizational chart be maintained at the Field Office level.

(b)(6), (b)(7)c from Law Enforcement Systems & Analysis (LESA), Strategy & Operations Analysis (SOA) unit will be forwarding each office their respective submission from last year and will be requesting an update by Thursday, May 15, 2012. Please provide a “no update” response if there are no changes. Below are the guidelines that were disseminated with the message last July; these guidelines will also apply to any updates your office provides:

-An organization chart is a graphic description of each field office responsibilities and reporting lines.

-Your organizational chart should list every individual, with GS-level, in your AOR:

- Law Enforcement Supervisors (e.g., FOD, DFOD, AFOD, SDDO, SIEA)
- Law Enforcement Staff (e.g. DO, IEA,)
- Support Staff (e.g. DRA, MPA, Bond Specialist, MSS, SMSS, etc.)

-The chart should also provide details on the location and responsibility area of each of the above individuals:

- Location (e.g., Detention Facility, Sub-office, etc)
- Responsibility Area (e.g., CAP, Fug-Ops, 287(g), Case Management (detained vs non-detained), ATD/Bonds, Transportation, etc)

Please provide your updates or “no update” response to (b)(6), (b)(7)c at

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

He can also be contacted at 202-732-(b)(6), (b)(7) if there are any questions or concerns regarding this tasking.

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U.S. Immigration and Customs Enforcement

Monthly Report Livingston/Conroe, TX March 2012

Highlights

03/01/2012- Pilot project begun with Guatemalan nationals to request travel documents prior to final order of removal in an attempt to reduce post final order length of stay.

03/30/2012- Teleconference with HQ to discuss expansion project in Montgomery County.

03/2012- Total of 993 removals for the month of March is the highest total so far in FY2012 for the Livingston/Conroe operation.

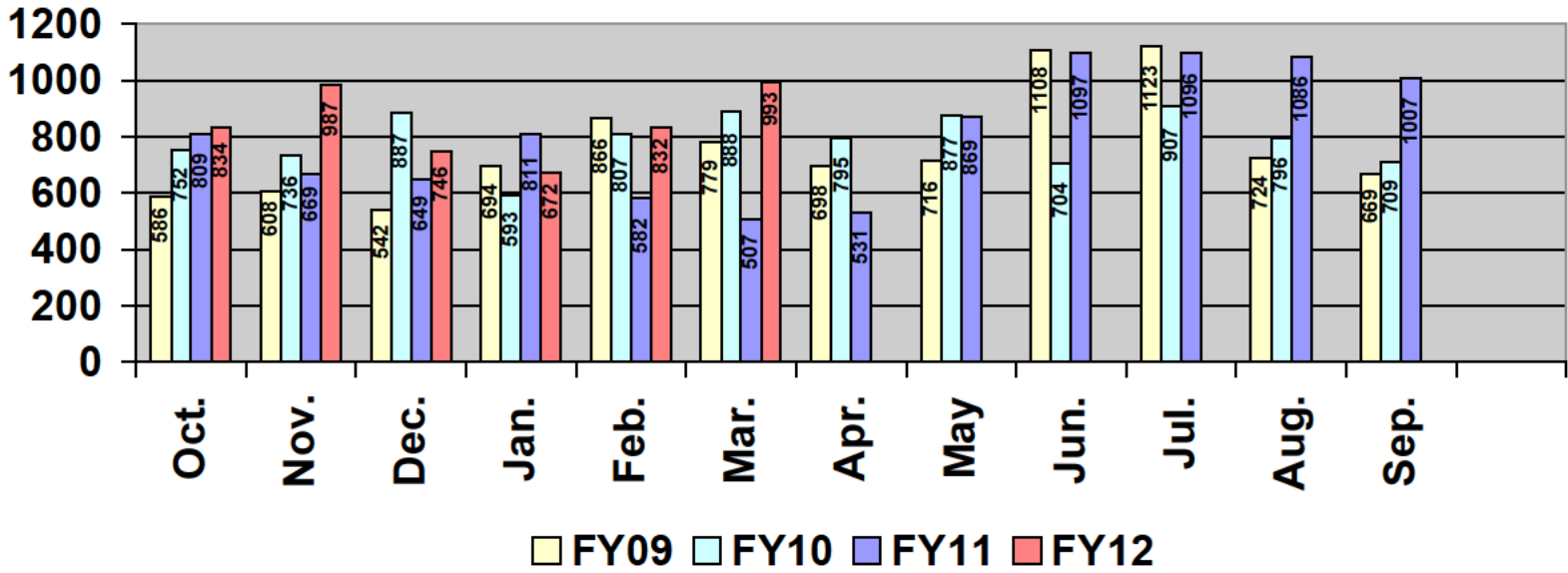
Incoming Transfers

Sending Field Office	Total Number of Detainees Received	
	Polk	Montgomery
Philadelphia Field Office (PATH)	0	0
Dallas Field Office	0	0
New Orleans Field Office	0	33
San Antonio Field Office	474	38
CCA (Houston)	413	45
New York Field Office	0	0
Montgomery	0	0
Atlanta Field Office	0	0
Polk		141
Subtotals	887	257
Total Incoming Transfers	1144	

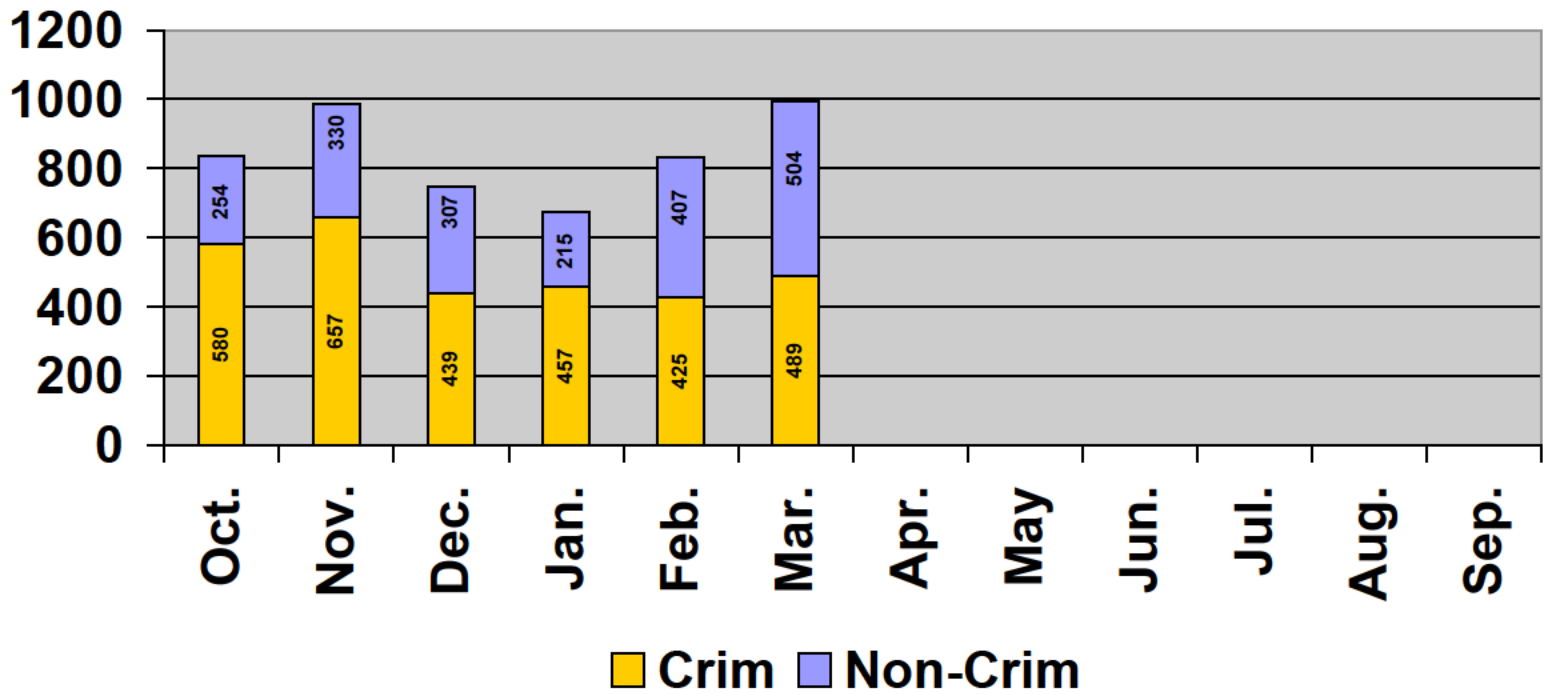
Repatriation Movements Conducted in March 2012:

- 03/02/2012- 54 Mexicans removed to Mexico (46 criminals, 8 non-criminals)
32 El Salvadorans removed to El Salvador (29 criminals, 3 non-criminals)
- 03/05/2012- 99 Hondurans removed to Honduras (44 criminals, 55 non-criminals)
- 03/07/2012- 72 Guatemalans removed to Guatemala (4 criminals, 68 non-criminals)
6 Mexicans removed to Mexico (6 criminals)
- 03/09/2012- 14 Ecuadorans removed to Ecuador (1 criminal, 13 non-criminals)
28 Mexicans removed to Mexico (27 criminals, 1 non-criminal)
- 03/12/2012- 9 Mexicans removed to Mexico (8 criminals, 1 non-criminal)
46 Hondurans removed to Honduras (31 criminals, 15 non-criminals)
- 03/13/2012- 99 El Salvadorans removed to El Salvador (64 criminals, 35 non-criminals)
- 03/14/2012- 17 Mexicans removed to Mexico (14 criminals, 3 non-criminals)
77 Guatemalans removed to Guatemala (21 criminals, 56 non-criminals)
- 03/16/2012- 14 Mexicans removed to Mexico (11 criminals, 3 non-criminals)
- 03/19/2012- 17 Mexicans removed to Mexico (11 criminals, 6 non-criminals)
44 Hondurans removed to Honduras (18 criminals, 26 non-criminals)
- 03/21/2012- 73 Guatemalans removed to Guatemala (10 criminals, 63 non-criminals)
- 03/23/2012- 30 Mexicans removed to Mexico (27 criminals, 3 non-criminals)
1 Ecuadoran removed to Ecuador (1 non-criminal)
- 03/26/2012- 45 Hondurans removed to Honduras (13 criminals, 32 non-criminals)
16 Mexicans removed to Mexico (13 criminals, 3 non-criminals)
8 Colombians removed to Colombia (8 criminals)
- 03/28/2012- 75 Guatemalans removed to Guatemala (8 criminals, 67 non-criminals)
38 Mexicans removed to Mexico (28 criminals, 10 non-criminals)
- 03/30/2012- 59 El Salvadorans removed to El Salvador (28 criminals, 31 non-criminals)
20 Mexicans removed to Mexico (19 criminals, 1 non-criminal)

Total Removals

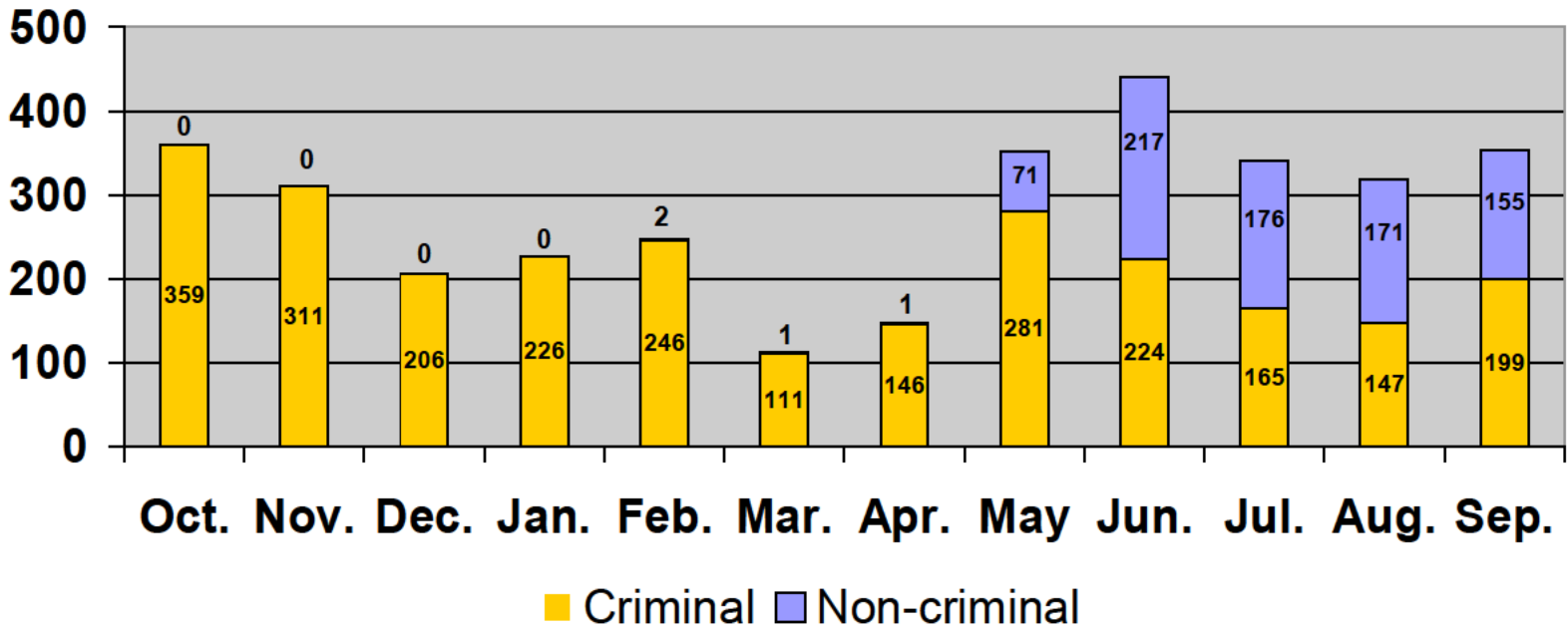


FY2012 Crim/Non-Crim Removal Totals

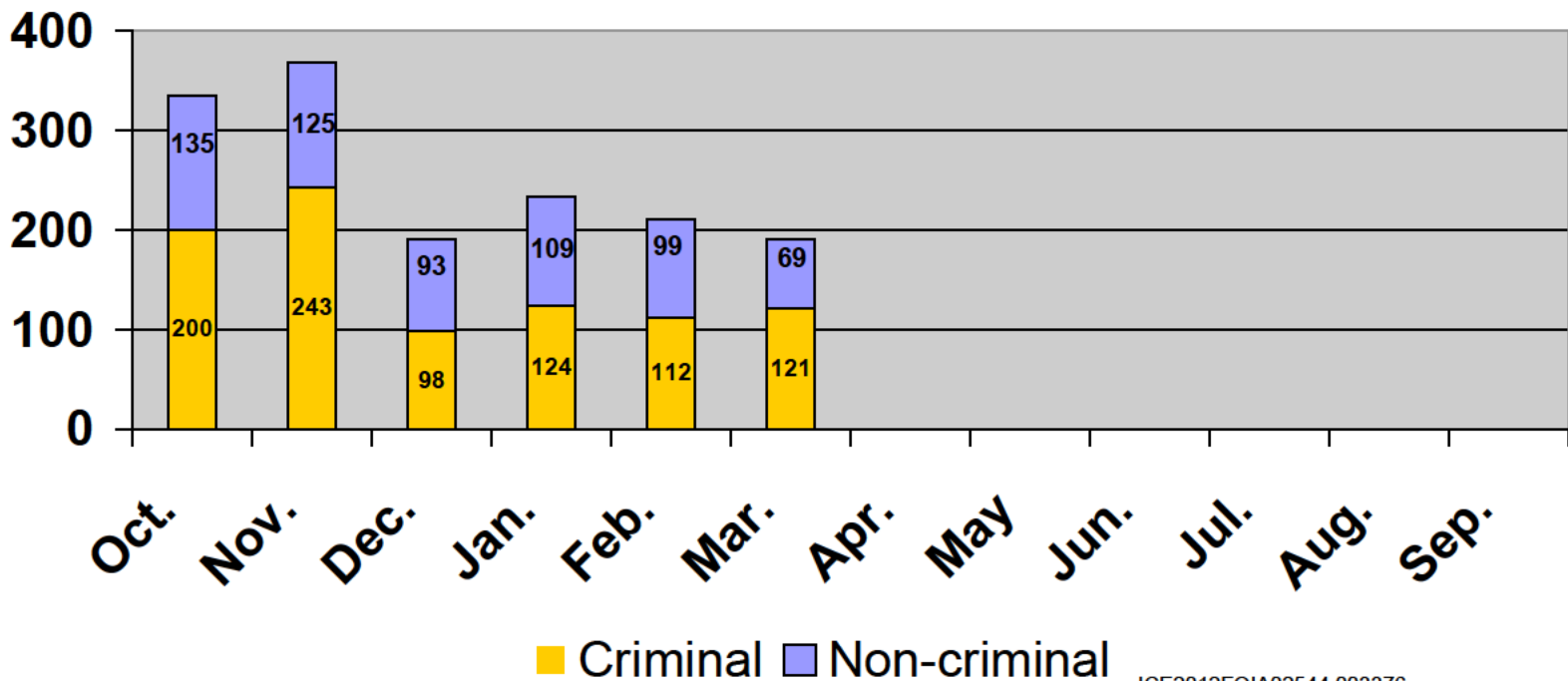


BREAKDOWNS BY NATIONALITY

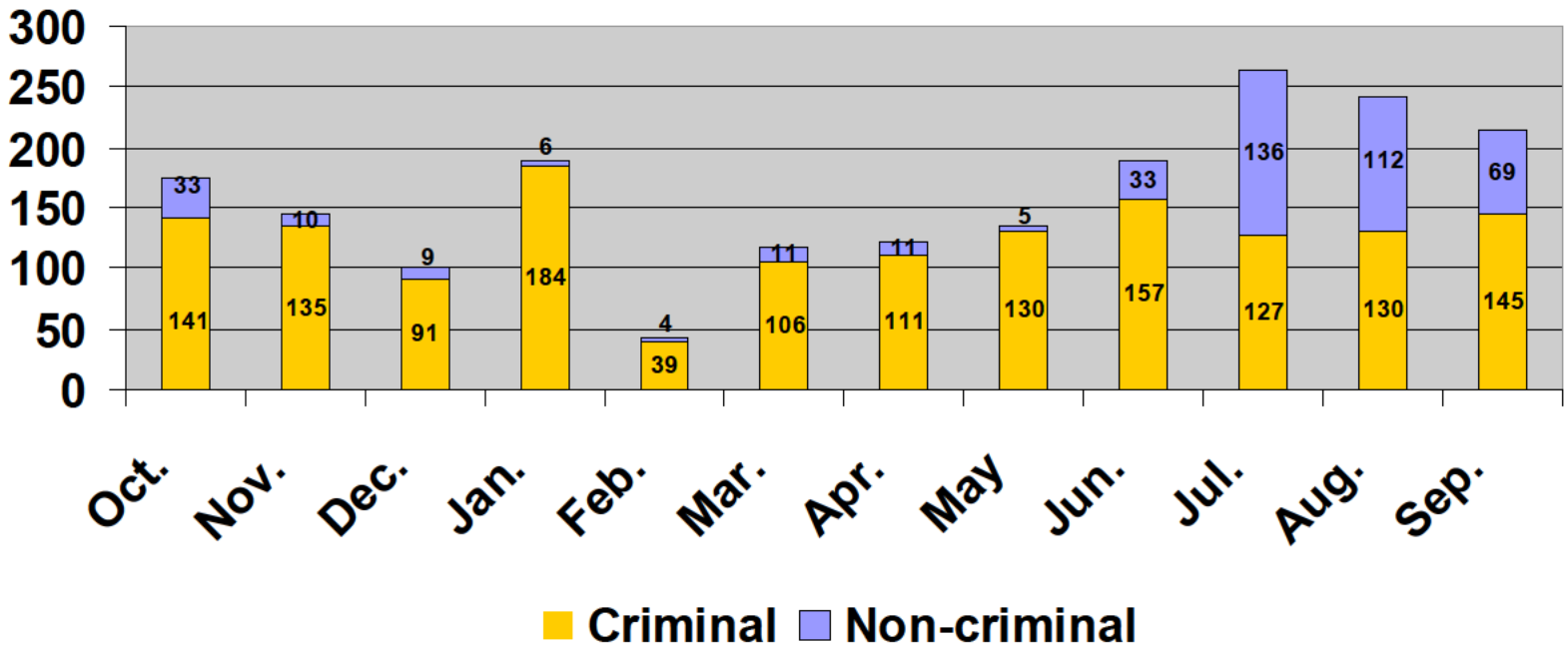
FY11 El Salvador Removals



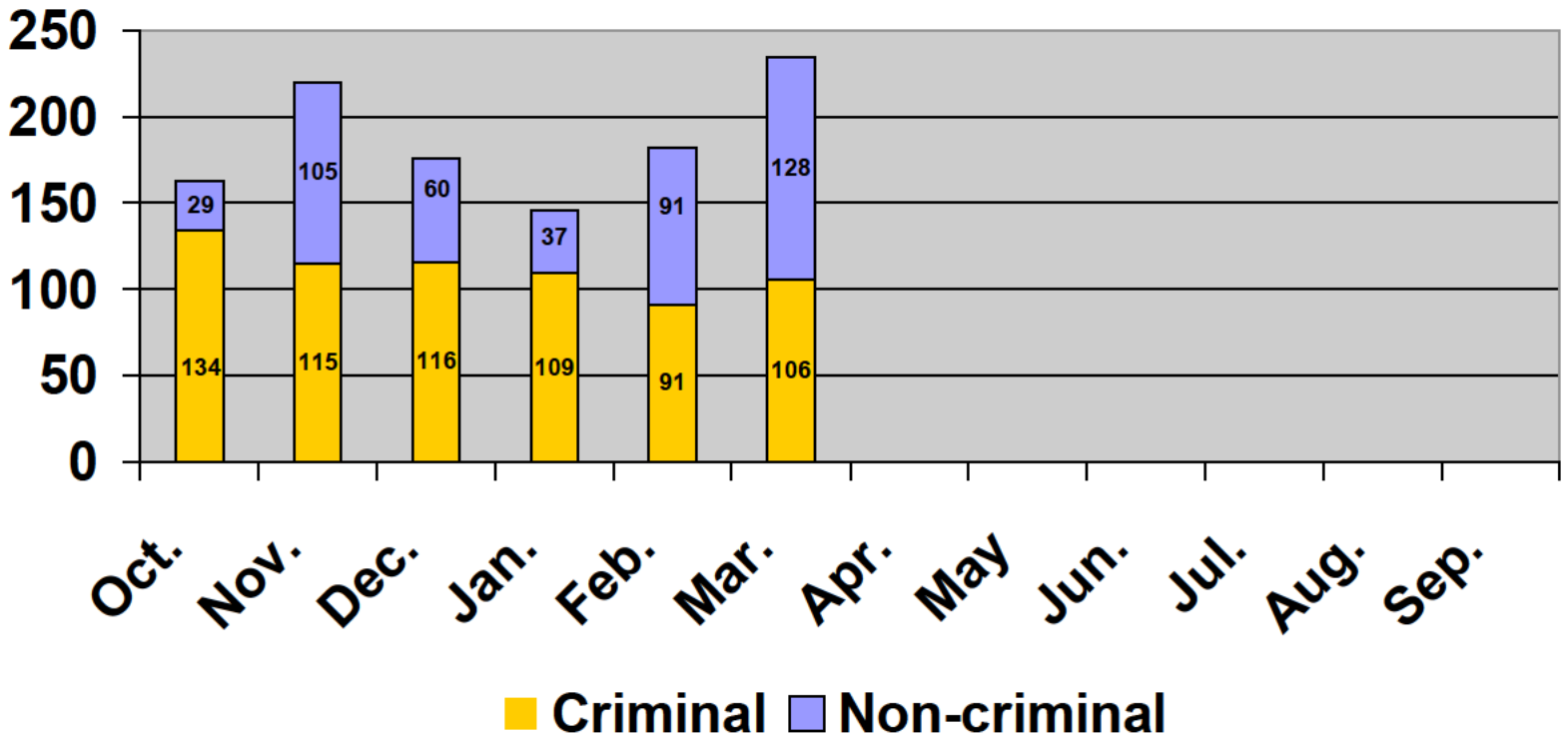
FY12 El Salvador Removals



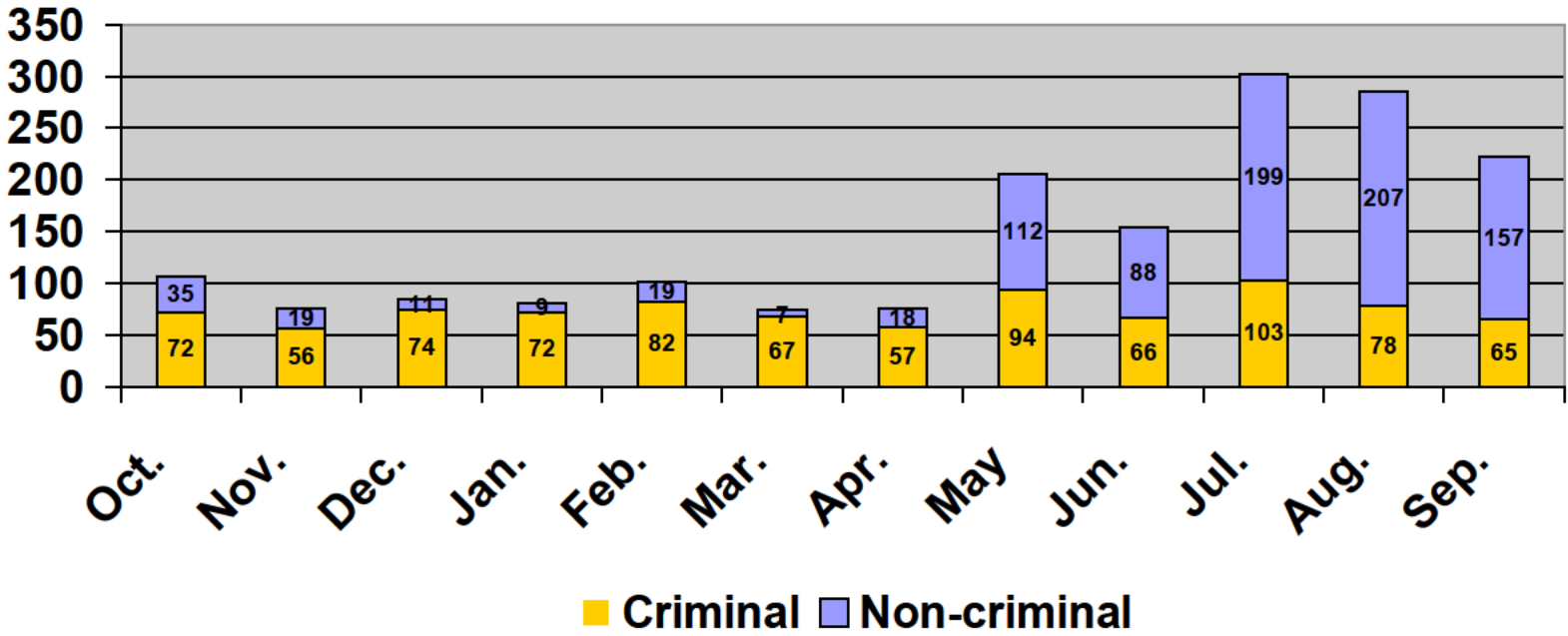
FY11 Honduran Removals



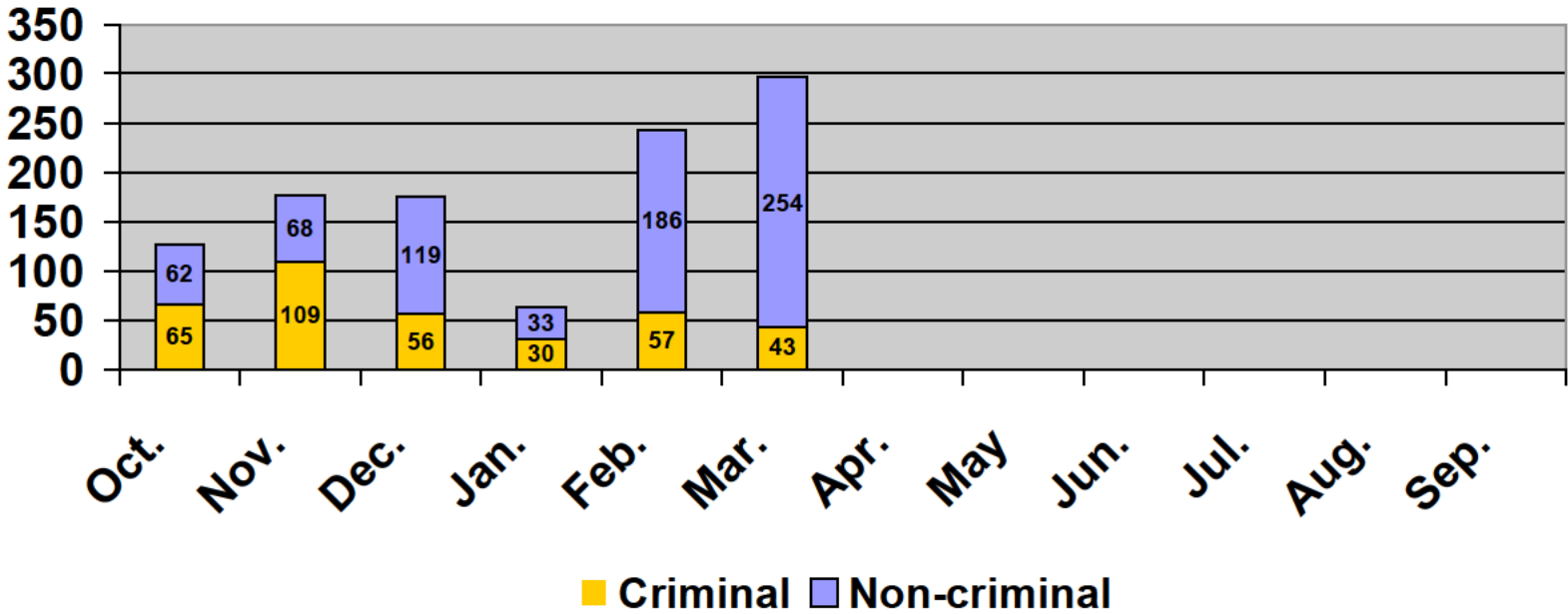
FY12 Honduran Removals



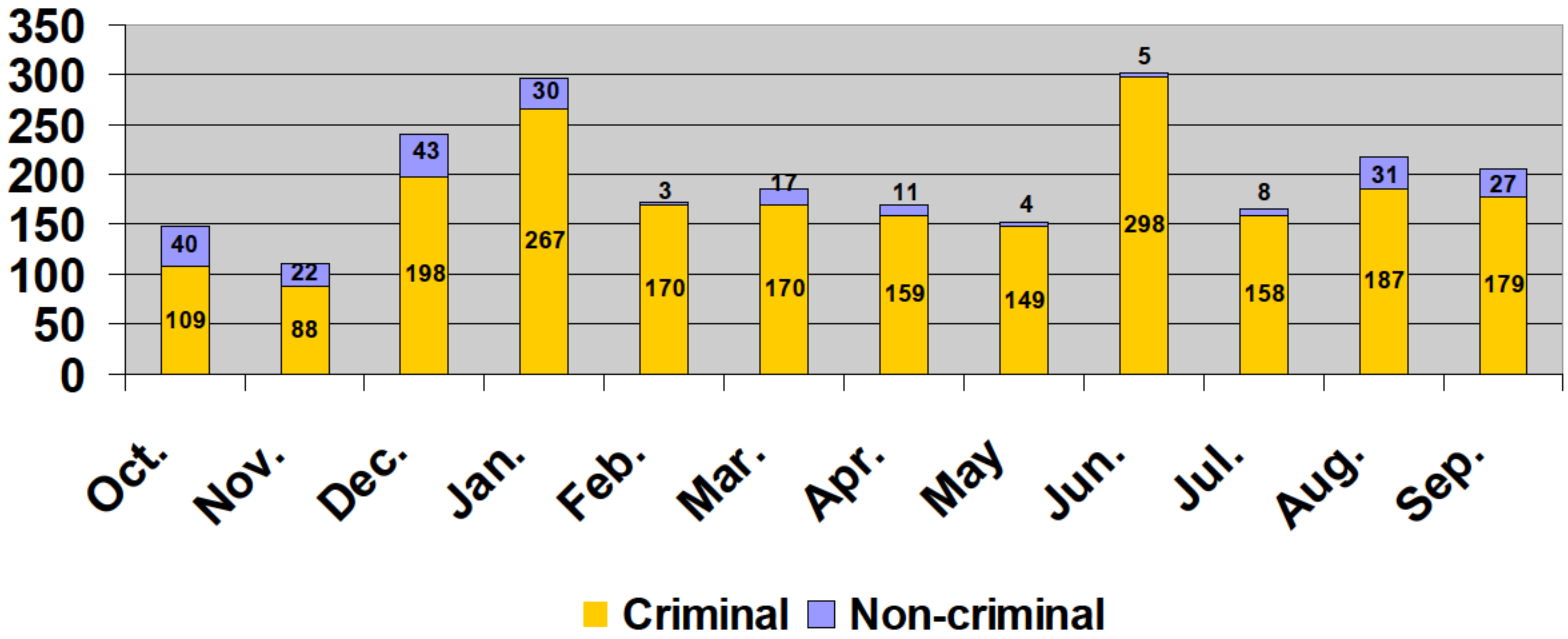
FY11 Guatemalan Removals



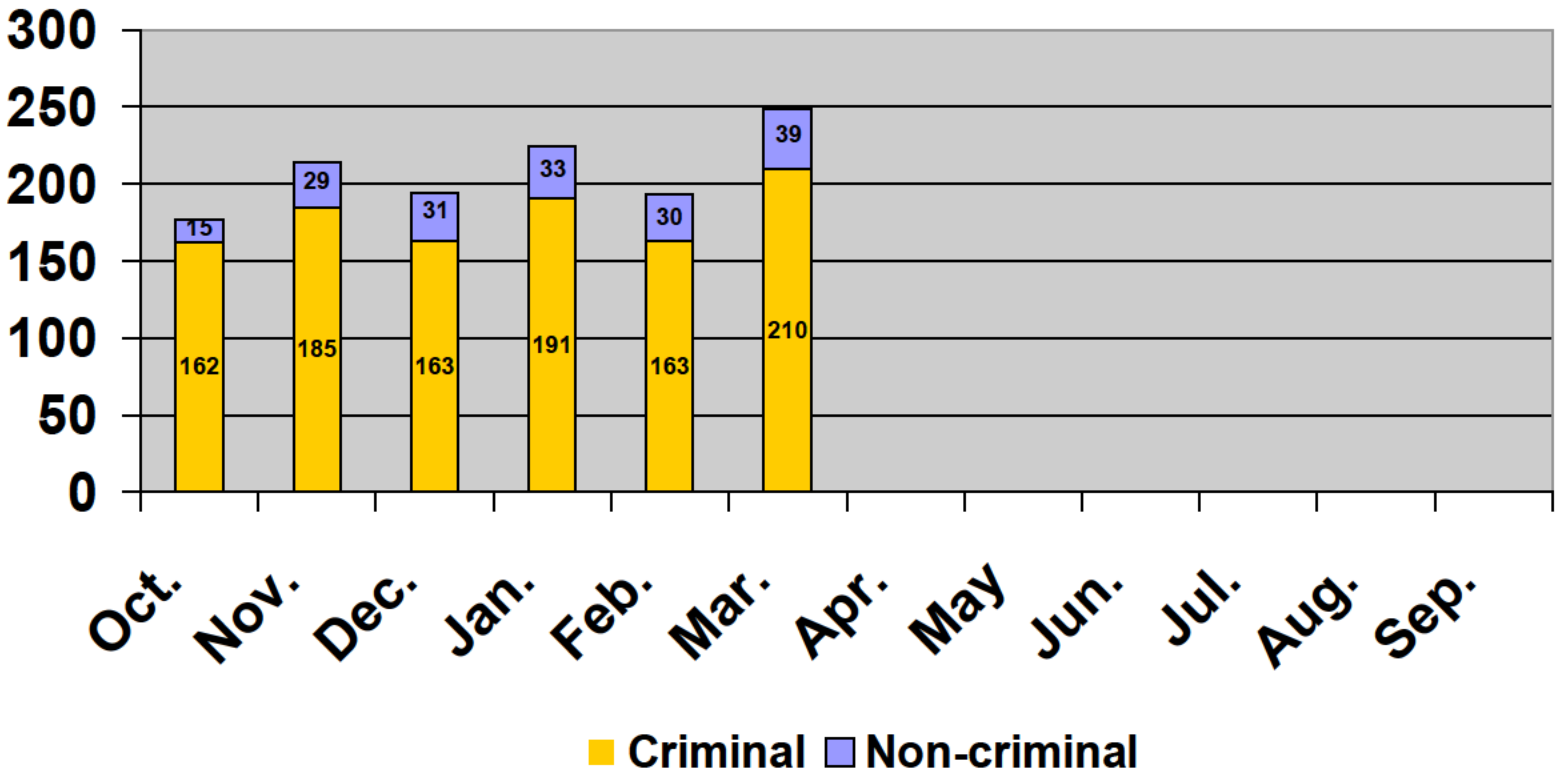
FY12 Guatemalan Removals



FY11 Mexican Removals



FY12 Mexican Removals



FY12 Local Overtime Expenditures

Name	Title	Hours	Date	Purpose
------	-------	-------	------	---------

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

Current Total of Local 1945 Act = (b)(7)e hours

Livingston Table of Organization

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

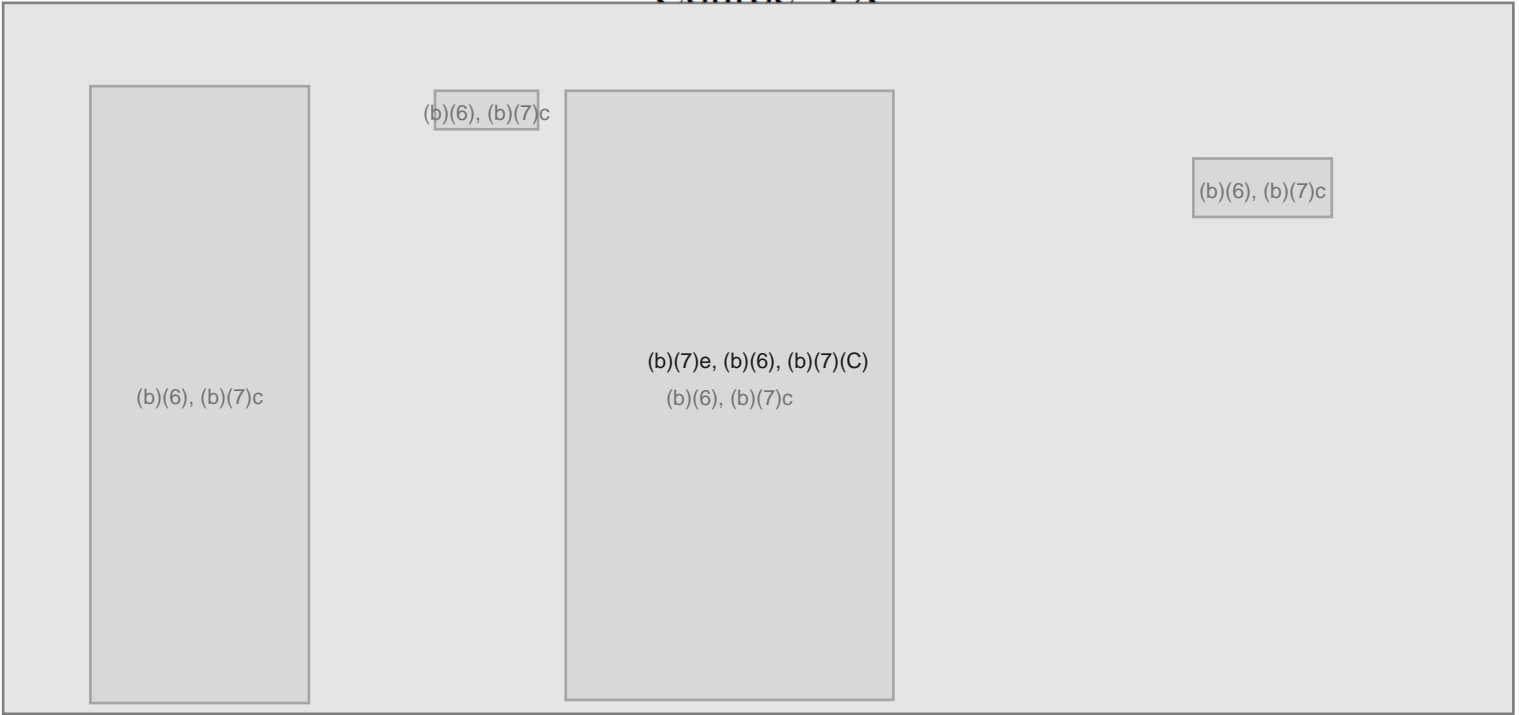
Conroe Table of Organization






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

Staffing Report

Conroe TX



-  = Pending EOD
-  = Vacant
-  = Position relocated to another program/location.

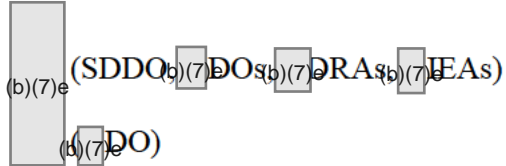
Summary:

Total Positions-

Entered on Duty-

EOD date, but not on duty-

Vacant or no EOD-



From:
To:
Cc:

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

Subject: Updated CAP Organization Chart as of 4-23
Date: Tuesday, April 24, 2012 11:37:25 AM
Attachments: [2012_04_24_10_33_43.pdf](#)

The attachment is a copy of the up-to-date CAP organization chart.

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

Assistant Field Office Director
Criminal Alien Program
Houston Field Office

Office: (281) 985-(b)(6), (b)(7)c

Cell: (832) 452-(b)(6), (b)(7)c

AFOD's Fax: (281) 449-7804

ICE ERO CAP 24/7 Command Center Voice: (281) 985-(b)(6), (b)(7)c

ICE ERO CAP 24/7 Command Center Fax: (281) 985-8463 or (281) 987-0338

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Criminal Alien Program

FY2012

updated 4/23/2012

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