

**TEXAS DEPARTMENT OF CRIMINAL JUSTICE
PAROLE DIVISION**



**POLICY AND
OPERATING PROCEDURE**

NUMBER: PD/POP-3.2.9

DATE: 1/5/06

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SUPERSEDES: 3/16/00

SUBJECT: DETAINER STATUS

AUTHORITY: NOT APPLICABLE

PURPOSE: To provide field staff with procedures for processing offenders who are placed into custody by a detaining authority or deported through the Bureau of Immigration and Customs Enforcement (BICE).

PROCEDURE:

I. OFFENDER PICKUP BY DETAINING AUTHORITY UPON RELEASE

- A. At the beginning of each business day, a report of all Correctional Institutions Division (CID) offenders who were released the previous day to a detaining agency will be forwarded by Huntsville Placement and Releasing Unit to the Central Coordination Unit (CCU). The Board copy of the executed release certificate will also be forwarded to CCU.
- B. Upon receipt of the report, CCU shall assign the case to CCU, in the Offender Information Management System (OIMS), initiate the monitoring process, and change the status from "PENDING ARRIVAL" to "OTHER AGENCY DETAINER."
- C. CCU shall maintain the file until the offender is discharged or returned to active supervision.

II. OFFENDERS PLACED ON DETAINERS WHILE UNDER ACTIVE SUPERVISION

- A. When an offender who is currently under active supervision is deported or detained by BICE, the supervising Parole Officer shall notify the CCU Program Specialist I via Lotus Notes email. The officer shall provide the following information:
 - 1. Name (including any known aliases);
 - 2. TDCJ and SID number;
 - 3. Alien number;
 - 4. Deportation date;

5. Country deported to; and
6. Port of departure.

NOTE: CCU shall run a full criminal history check in TCIC/NCIC every six months on the offender from the date of deportation until the offender's discharge of sentence.

- B. When an offender who is currently under active supervision is being picked up by a detaining agency (e.g. Department of Corrections, U. S. Marshal or another agency outside the state of Texas), the supervising Parole Officer shall notify the CCU Program Specialist I via Lotus Notes email. The officer shall provide the following information:

1. Name (including any known aliases);
2. TDCJ/SID number;
3. Identification number
4. Custody location
5. Name of detaining authority

NOTE: If an offender has a Texas Parole Pre-Revocation Warrant in effect, he shall not be placed in a detainer status.

- C. After receiving the above information, CCU shall change the status from "NORMAL REPORTING" to "DETAINER STATUS" in OIMS.

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