



# ALLEGANY COUNTY SHERIFF'S OFFICE

695 Kelly Blvd., Cumberland, Maryland 21502

*Sheriff Craig A. Robertson*



Dear Mssrs. Steiner and Katz:

I am enclosing a copy of a Allegany County Detention Center Standard Operating Procedure ("SOP #014-07") in response to your public information act request dated June 5, 2017, that was received by me on June 7, 2017. There are no other documents or policies maintained by the Allegany County Sheriff's Office or the Allegany County Detention Center that would fall under your request.

Very truly yours,



Sheriff Craig A. Robertson

Enclosure as noted.

Alternative Sentencing

(301) 729-4132  
FAX (301) 729-2496

Patrol/Judicial Division

(301) 777-1585  
FAX (301) 777-2254

Correctional Division

(301) 729-8540  
FAX (301) 729-5298

*Allegany County Detention Center*

*SOP #014-07*

*Illegal Immigrants or Legal Criminal Immigrants*

*Effective: August 21, 2007*

*Revised: March 8, 2011, December 22, 2011, February 27, 2013*

*Approved by: \_\_\_\_\_*  
*Sheriff Craig Robertson*

**Applicability:** This SOP applies to all employees of the Allegany County Detention Center.

**General:** It is the policy of the Allegany County Detention Center to protect Allegany County and the United States by ensuring the departure of all removable Aliens from the United States through the fair enforcement of the nation's immigration laws. The Allegany County Detention Center will focus on identifying Illegal Criminal Aliens who are incarcerated there by ensuring that they are not released into the community prior to the termination of their sentence. With the help of Immigration Customs Enforcement (ICE) and the Criminal Alien Program (CAP), the detention center will make every effort to identify foreign aliens.

**Definitions:**

**A. Criminal Aliens** – Those individuals who are incarcerated at the Allegany County Detention Center who are believed to be in the country illegally or have violated the terms or conditions of their admission status in the United States.

**B. U.S. Immigration and Customs Enforcement (ICE)** - the principal investigative arm of the U.S. Department of Homeland Security (DHS). ICE's primary mission is to promote homeland security and public safety through the criminal and civil enforcement of federal laws governing border control, customs, trade, and immigration. The mission of ICE is to identify and remove criminal aliens and others who have no legal right to remain in the United States.

**C. Criminal Alien Program (CAP)** – An enforcement program under the direction of ICE. The Criminal Alien Program identifies processes and removes criminal aliens incarcerated in federal, state and local prisons and jails throughout the U.S. It was created to prevent criminal aliens from being released into the general public. The program secures a final removal order, prior to the termination of criminal aliens' sentences, whenever possible.

**Procedure:**

1. When any agency brings a detainee to the Allegany County Detention Center who is a Foreign-Born Illegal Alien or Legal Alien, the Booking

Officer or Inmate Services Supervisor is to contact the U.S. Immigration and Customs Enforcement (ICE).

2. The ICE I-247 detainer form will be filled out and faxed to the appropriate agent in charge. **Fax number 1-410-637-4012.**
3. Any detainees placed on the inmate by ICE will be noted in the inmate booking program under "Detainers."
4. If there is a detainer sent from ICE that they wish to detain the inmate. The detainer is a notice from ICE informing the detention center that ICE intends to assume custody of the inmate.
5. The detention center can give a copy of the detainer advising the inmate that ICE intends to assume custody of them.
6. The detainer is requested that the detention center to detain the inmate and maintain custody of them for a period not to exceed 48 hours (**excluding Saturdays, Sundays, and holidays**).
7. In the event that the inmate is released from local commitment and ICE has not responded to take custody of the inmate during that additional **48 hour period, excluding weekends and holidays**, the Inmate Services Supervisor will attempt to contact ICE via telephone. If there is no response from ICE the inmate will be released.
8. The detention center may not lawfully hold an individual beyond the 48 hour period, excluding weekends and holidays.

**ICE Agent B.K. Johnson  
Criminal Alien Program  
Baltimore Field Office  
Fax #410-637-4012  
Phone #410-637-4015**

**Weekend/Holiday-Contact  
Fax 1-312-356-6817  
Ph. 1-312-347-2447**

**Any question please call  
Assistant Field Office Director  
John Alderman  
410-637-3050**