Michelle LaJoye-Young
SHERIFF

Bryan Muir
UNDERSHERIFF

Kent County Sheriff's Office
Policy and Procedure

Subject: **Immigration and Customs Enforcement (ICE) Detainers**	General Order: 5 . 1 6 . 2
Effective Date: 03/05/2025 Revision Date:	Distribution: All Corrections Personnel

I. PURPOSE

KCSO has established guidelines for complying with Immigration and Customs Enforcement (ICE) detainers while ensuring adherence to Local, State, and Federal laws. KCSO is committed to balancing public safety, legal obligations, and the rights of individuals in custody.

II. POLICY

The Kent County Sheriff's Office is committed to upholding all applicable Local, State, and Federal laws regarding immigration enforcement. KCSO works closely with Immigration Enforcement and Removal officials to ensure compliance with these guidelines while maintaining the safety, security, and rights of all individuals in our custody. All interactions with immigration authorities will be conducted in accordance with legal requirements, department policies, and established procedures to ensure transparency, accountability, and due process.

III. DEFINITIONS

A. ***Immigration and Customs Enforcement (ICE):*** A federal agency that enforces immigration laws and investigates criminal activity.

B. ***I-247 Detainer:*** A detainer that ICE issues to Federal, State and local law enforcement agencies (LEA's) to inform that ICE intends to assume custody of an individual in the LEA's custody.

IV. PROCEDURES

A. ICE Release Procedure:

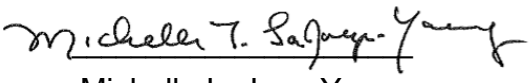
1. Processing office personnel, Classification Deputies and Sergeants shall adhere to procedures outlined on ***Appendix G4 – ICE 247 Detainer Release Procedures*.**

2. ***Appendix H4 – I-247 Release Sheet*** shall be completed for all individuals being released who were subject to an ICE-247 hold.

V. CANCELLATIONS

None

Authorized by:



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Standard None

Application: This directive constitutes department policy and is not intended to enlarge the employer's or employee's civil or criminal liability in any way. It shall not be construed as the creation of a higher legal standard of safety or care in an evidentiary sense with respect to third-party claims insofar as the employer's or employee's legal duty as imposed by law.

Appendix G4 - ICE 247 Detainer Release Procedures
Appendix H4 – I-247 Release Sheet

KENT COUNTY SHERIFF'S OFFICE