E. IMMIGRATION AND CUSTOM ENFORCEMENT (ICE) DETAINERS

1. If a Judicial Warrant is received and confirmed, custody of an inmate will be maintained as it would for any confirmed Judicial warrant. No additional paperwork is necessary in this instance.

2. Absent a Judicial Warrant, if ICE requests for the custody of an inmate to be maintained that has no active local charges or other holds, this will only be done on a case by case basis. This will require approval from the Office of the Sheriff or Correctional Facility Captain. It will be the responsibility of ICE to contact the Office of the Sheriff or Correctional Facility Captain to make this request. If approved, it is required that an [redacted] form and an [redacted] form with "Certificate of Service" portion completed are on file for the inmate.
3. Receiving an[redacted]
    a. ICE will fax the processing office the above noted forms. An [redacted] Hold will be entered in the JMS. The form will remain active in JMS until the processing office is notified by ICE or until the inmate is ready to be released from custody.

        Inmates will never be lodged on an [redacted] without local charges unless approved by the Office of the Sheriff or Correctional Facility Captain.
4. Detainee Release of Local Charges (Except End of Sentence):
    The processing clerk will immediately begin the release procedures. They will then call the ICE duty officer[redacted] and advise that the inmate is scheduled for release from custody. The time and name of the agent contacted or if a voicemail was left will be documented in a JMS case note. This case note will be printed and placed in the inmate processing file. If the release paperwork is processed and a warrant documenting Judicial Review has not been received, or approval to maintain custody from the Office of the Sheriff or Correctional Facility Captain the inmate will be released without delay.
5. Detainee Release End of Sentence:

a. [redacted]

b. [redacted]

If a warrant is not received documenting Judicial Review or approval to maintain custody from the Office of the Sheriff or Correctional Facility Captain prior to the scheduled date/time of release, the inmate will be released without delay. If there is an [redacted] on file at the time that all local charges and other holds have need and the above requirements to maintain custody have not been met, staff will notify ICE that the inmate is being scheduled for release. If ICE or another Law Enforcement agency arrives prior to the completion of the release process, the custody of the inmate will be turned over to the agency at that time.