



U.S. Immigration and Customs Enforcement

June 08, 2006

MEMORANDUM FOR: Distribution

From:

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Acting Field Office Director
Houston Field Office

Subject:

Post Order Custody Review Guidance

Recently several of our long-term detention cases have been litigated in federal court. Said litigation has exposed some weaknesses in our processes. In order to rectify these weaknesses, it is imperative that we fully understand and comply with all current laws, regulations, and procedures as they relate to the Post Order Custody Review (POCR) process.

I have attached several documents that should help to clarify the POCR process and establish local procedures to insure compliance. The attachments include the Houston POCR Policy, a quick reference POCR Timelines chart, most current POCR worksheet along with instructions for filling out said worksheet, and sample narratives for the POCR worksheet.

It is important to note that this is a process mandated under law and compliance is critical to our operation and to avoid costly litigation for both officers and the agency as a whole. Failure to comply and process cases in a timely manner poses unnecessary liability and may additionally result in disciplinary action.

If you have any questions, please contact your first line supervisor.