



U.S. Immigration and Customs Enforcement

MEMORANDUM FOR: John P. Torres
Acting Director

FROM: [REDACTED] b6, b7c
Reviewer-In-Charge [REDACTED] b6, b7c
HQDRO/DMD/DSCU

SUBJECT: San Pedro Processing Center Review Summary Report.

The Detention Management Division, Detention Standards Compliance Unit, performed a Headquarters Detention Review of the San Pedro Processing Center in San Pedro, California from August 9-12, 2005. The review was performed under the guidance of [REDACTED] b6, b7c Reviewer-In-Charge. Team members included [REDACTED] b6, b7c San Francisco Field Office/DRO, [REDACTED] b6, b7c El Paso Field Office/DRO and [REDACTED] b6 Department of Immigration Health Services/PHS Washington, DC.

Type of Review

This review is a scheduled Headquarters Review, which is performed to determine overall compliance with the Immigration Customs Enforcement (ICE) National Detention Standards (NDS). The facility received a previous rating of "Acceptable" during the July 2004 review.

Review Summary

The American Correctional Association (ACA), National Commission on Correctional Health Care (NCCHC) and the Joint Commission on Accreditation of Health Organizations (JCAHO) have all accredited the San Pedro Processing Center.

Standards Compliance

The following information is a summary of the standards that were reviewed and overall compliance that was determined as a result of the 2004 and 2005 detention reviews:

<u>2004 Review</u>		<u>2005 Review</u>	
Compliant	36	Compliant	37
Deficient	0	Deficient	1
Repeat Deficiency	1	Repeat Deficiency	0

Staff Detainee Communications- Deficiency

- ICE department heads do not conduct regular unannounced visits of facility living areas
 - ICE staff does not conduct scheduled weekly visits to detainee living areas
 - Scheduled visits are not posted in detainee areas
 - ICE staff does not log incoming and outgoing detainee request forms
 - ICE staff does not respond to detainee request forms within 72 hours
 - Copies of completed detainee request forms are not maintained in detainee detention files
- *The facility could not provide documentation signifying that department heads and deportation officer's conduct unannounced visits to the facility's living and activity areas. Logs are not maintained tracking detainee request form receipt and response activity. Copies of detainee request forms are not maintained in detention files.*

Detainee Transfer Standard-Advisory

A review of nine detainee detention files of previously transferred detainees from the San Pedro Processing Center revealed that, of the nine total transfers, only two did not have completed transfer documentation prepared. The facility is advised that procedures and notification requirements per the ICE Transfer Standard shall be followed when detainees are transferred from one facility to another.

- Staff was advised of this Advisory during the closeout.

Detainee Property-Best Practice

The facility practices effective property control measures by using vinyl bags to store detainee property within the processing area. This system includes heavy-duty zippered bags that are durable and custom made to hold a recycled paper property box measuring 45" x 33" x 40". Each bag has the capability to be secured using an individually numbered tamper-proof seal. Boxes are further outfitted with a clear plastic compartment, which accompanies an I-77 property receipt tag that displays the detainees name and alien registration number.

Bulletin Boards-Best Practice

Bulletin boards located within the facility housing units were set up neatly and were visibly available to the detainee population. All items were arranged in concise order in English and Spanish and other prevalent languages spoken by detainees at the facility. Bulletin boards were consistently arranged in mirror image order from unit to unit. This demonstrated the facility's good quality effort to assure that communication via bulletin presentation was made available to detainees.

Correspondence and Other Mail-Best Practice

The facility mailroom was staffed by what appeared to be very dedicated and experienced officers. Mailroom logs were maintained and up to date. Officers processed mail into the facility while being very security conscious of contraband entering the facility.

Significant Observations

Maintenance

The facility and maintenance tool room area were reviewed and found to exceed the standard of compliance. The facility is currently functioning without a permanent Facility Manager. [REDACTED] Maintenance Supervisor, has occupied the Facility Manager position on a voluntary basis. In this capacity [REDACTED] is responsible for all facility maintenance functions. The dedicated effort set forth by [REDACTED] and the maintenance were undoubtedly noticed during this review.

Food Service

The facility is currently operating with an acting Food Service Administrator in Food Service. [REDACTED] acting in this capacity on a voluntary basis, has demonstrated his tireless effort by assuring that the facility had available a 35-day standard menu approved by a Registered Dietician. [REDACTED] further efforts were observed in his ability to assure that detainees commenced receiving the proper training necessary when they are cleared to work in the kitchen. [REDACTED] and the kitchen crew displayed their efforts during the review by presenting a very clean atmosphere.

American Correctional Association (ACA) Team-Best Practice

The San Pedro ACA team appeared to be very knowledgeable of policy and procedure requirements. The team demonstrated a can-do and responsible attitude during the entire facility review. The team members also appeared to be very knowledgeable of the detention environment with team members having various law enforcement experiences in their background. This is a well-supervised team.

Headquarters Office of Professional Responsibility (OPR) Review

The Headquarters Office of Professional Responsibility conducted a MID review of the San Pedro Processing Center June 12-17, 2005. A Staff Officer from the Detention Standards Compliance Unit assisted OPR in this review. Many deficiencies were identified at the time of the OPR review. During this DSCU annual review it was revealed that the Field Office remedied most of the findings identified during the OPR review.

Recommended Rating and Justification

It is the RIC recommendation that the facility receive a rating of "Good". The facility has dedicated the time and effort necessary to assure that it was prepared for this Annual Detention Review. The facility fully complies with 37 of the 38 standards. A Plan of Action shall be submitted for the noted deficiency identified in this RIC Memorandum.

A. Type of Facility Reviewed

ICE Service Processing Center
 ICE Contract Detention Facility
 ICE Intergovernmental Service Agreement

B. Current Inspection

Type of Inspection
 Field Office HQ Inspection
 Date[s] of Facility Review
 August 9-11, 2005

C. Previous/Most Recent Facility Review

Date[s] of Last Facility Review
 July 6-8, 2004
 Previous Rating
 Superior Good Acceptable Deficient At-Risk

D. Name and Location of Facility

Name
 San Pedro Processing Center
 Address (Street and Name)
 2001 Seaside Avenue
 City, State and Zip Code
 San Pedro, California 90731
 County
 Los Angeles
 Name and Title of Chief Executive Officer (Warden/OIC/Superintendent)
 [Redacted] Officer-In-Charge
 Telephone # (Include Area Code)
 310 [Redacted]
 Field Office / Sub-Office (List Office with oversight responsibilities)
 Los Angeles Field Office
 Distance from Field Office
 28 Miles

E. ICE Information

Name of Inspector (Last Name, Title and Duty Station)
 [Redacted] / D&D Officer / Washington, DC
 Name of Team Member / Title / Duty Location
 [Redacted] / DO / San Francisco Field Office
 Name of Team Member / Title / Duty Location
 [Redacted] / SIEA / El Paso Field Office
 Name of Team Member / Title / Duty Location
 [Redacted] / CDR / Washington, DC

F. CDF/IGSA Information Only

Contract Number
 None
 Date of Contract or IGSA
 Basic Rates per Man-Day
 Other Charges: (If None, Indicate N/A)
 ; ; ;
 Estimated Man-days Per Year

G. Accreditation Certificates

List all State or National Accreditation[s] received:
 ACA, NCCHC, JCAHO
 Check box if facility has no accreditation[s]

H. Problems / Complaints (Copies must be attached)

The Facility is under Court Order or Class Action Finding
 Court Order Class Action Order
 The Facility has Significant Litigation Pending
 Major Litigation Life/Safety Issues
 Check if None.

I. Facility History

Date Built
 1936
 Date Last Remodeled or Upgraded
 2005
 Date New Construction / Bedspace Added
 None
 Future Construction Planned
 Yes No Date:
 Current Bedspace
 455
 Future Bedspace (# New Beds only)
 Number: Date:

J. Total Facility Population

Total Facility Intake for previous 12 months
 6940
 Total ICE Mandays for Previous 12 months
 27096

K. Classification Level (ICE SPCs and CDFs Only)

	L-1	L-2	L-3
Adult Male	31	65	249
Adult Female	39	65	25

L. Facility Capacity

	Rated	Operational	Emergency
Adult Male	342	374	436
Adult Female	108	108	148

Facility holds Juveniles Offenders 16 and older as Adults

M. Average Daily Population

	ICE	USMS	Other
Adult Male	325		
Adult Female	85		

N. Facility Staffing Level

Security:
 [Redacted]
 Support:
 7

Significant Incident Summary Worksheet

For ICE to complete its review of your facility, the following information must be completed prior to the scheduled review dates. The information on this form should contain data for the past twelve months in the boxes provided. The information on this form is used in conjunction with the ICE Detention Standards in assessing your Detention Operations against the needs of the ICE and its detained population. This form should be filled out by the facility prior to the start of any inspection. Failure to complete this section will result in a delay in processing this report and the possible reduction or removal of ICE' detainees at your facility.

<i>Incidents</i>	<i>Description</i>	Jan – Mar	Apr – Jun	Jul – Sept	Oct – Dec
Assault: Offenders on Offenders ¹	Types (Sexual ² , Physical, etc.)	P	P	P	P
	With Weapon	0	0	0	0
	Without Weapon	6	3	2	6
Assault: Detainee on Staff	Types (Sexual Physical, etc.)	P	P	0	P
	With Weapon	0	0	0	0
	Without Weapon	3	1	0	3
Number of Forced Moves, incl. Forced Cell moves ³		0	4	1	0
Disturbances ⁴		0	1	0	1
Number of Times Chemical Agents Used		1	0	0	0
Number of Times Special Reaction Team Deployed/Used		0	0	0	0
# Times Four/Five Point Restraints applied/used	Number/Reason (M=Medical, V=Violent Behavior, O=Other)	V/1	V/1	0	V/2
	Type (C=Chair, B=Bed, BB=Board, O=Other)	B	B	0	B
Offender / Detainee Medical Referrals as a result of injuries sustained.		0	0	0	1
Escapes	Attempted	0	0	0	0
	Actual	0	1 from Hospital not from facility	0	0
Grievances:	# Received	0	6	5	0
	# Resolved in favor of Offender/Detainee	0	1	2	0
Deaths	Reason (V=Violent, I=Illness, S=Suicide, A=Attempted Suicide, O=Other)	0	0	0	0
	Number	0	0	0	0
Psychiatric / Medical Referrals	# Medical Cases referred for Outside Care	17	56	10	38
	# Psychiatric Cases referred for Outside Care	15	11	7	4

- ¹ Any attempted physical contact or physical contact that involves two or more offenders
² Oral, anal or vaginal penetration or attempted penetration involving at least 2 parties, whether it is consenting or non-consenting
³ Routine transportation of detainees/offenders is not considered "forced"
⁴ Any incident that involves four or more detainees/offenders, includes gang fights, organized multiple hunger strikes, work stoppages, hostage situations, major fires, or other large scale incidents.

DHS/ICE Detention Standards Review Summary Report						
1. Acceptable 2. Deficient 3. At Risk 4. Repeat Finding 5. Not Applicable						
Legal Access Standards		1.	2.	3.	4.	5.
1.	Access to Legal Materials	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2.	Group Presentations on Legal Rights	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3.	Visitation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
4.	Telephone Access	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Detainee Services						
5.	Admission and Release	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
6.	Classification System	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
7.	Correspondence and Other Mail	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
8.	Detainee Handbook	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
9.	Food Service	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
10.	Funds and Personal Property	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11.	Detainee Grievance Procedures	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
12.	Issuance and Exchange of Clothing, Bedding, and Towels	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
13.	Marriage Requests	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
14.	Non-Medical Emergency Escorted Trip	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
15.	Recreation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
16.	Religious Practices	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
17.	Voluntary Work Program	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Health Services						
18.	Hunger Strikes	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
19.	Medical Care	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
20.	Suicide Prevention and Intervention	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
21.	Terminal Illness, Advanced Directives and Death	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Security and Control						
22.	Contraband	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
23.	Detention Files	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
24.	Disciplinary Policy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
25.	Emergency Plans	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
26.	Environmental Health and Safety	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
27.	Hold Rooms in Detention Facilities	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
28.	Key and Lock Control	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
29.	Population Counts	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
30.	Post Orders	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
31.	Security Inspections	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
32.	Special Management Units (Administrative Segregation)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
33.	Special Management Units (Disciplinary Segregation)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
34.	Tool Control	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
35.	Transportation (Land management)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
36.	Use of Force	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
37.	Staff / Detainee Communication (Added August 2003)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
38.	Detainee Transfer (Added September 2004)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

All findings (Deficient and At-Risk) require written comment describing the finding and what is necessary to meet compliance.

RIC Review Assurance Statement

By signing below, the Reviewer-In-Charge (RIC) certifies that all findings of noncompliance with policy or inadequate controls contained in the Inspection Report are supported by evidence that is sufficient and reliable. Furthermore, findings of noteworthy accomplishments are supported by sufficient and reliable evidence. Within the scope of the review, the facility is operating in accordance with applicable law and policy, and property and resources are efficiently used and adequately safeguarded, except for the deficiencies noted in the report.

Reviewer-In-Charge: (Print Name) b6 b7c	Signature
Title & Duty Location Detention and Deportation Officer, Washington, DC	Date August 11, 2005

Team Members

Print Name, Title, & Duty Location b6 b7c DO, San Francisco Field Office	Print Name, Title, & Duty Location b6 b7c SIEA, El Paso Field Office
Print Name, Title, & Duty Location b6 b7c CDR, Washington, DC	Print Name, Title, & Duty Location

Recommended Rating:

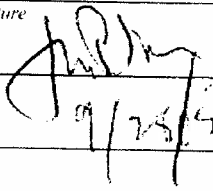
- Superior
- Good
- Acceptable
- Deficient
- At-Risk

Comments:

HEADQUARTERS EXECUTIVE REVIEW

Review Authority

The signature below constitutes review of this report and acceptance by the Review Authority. OIC/CEO will have 30 days from receipt of this report to respond to all findings and recommendations.

HEADQUARTERS EXECUTIVE REVIEW: (Please Print Name)	Signature
John P. Torres	
Title	Date
Acting Director	9/25/05

- Final Rating:
- Superior
 - Good
 - Acceptable
 - Deficient
 - At-Risk

Comments: The Review Authority (RA) concurs with the recommended rating of "Good" made by the Reviewer-In-Charge (RIC) as justified in the RIC Memorandum and the G-324A Worksheets.