


AUG 29 2008



**U.S. Immigration
and Customs
Enforcement**

MEMORANDUM FOR: All Field Office Directors
All Deputy Field Office Directors

FROM: 
James T. Hayes, Jr.
Acting Director, Office of Detention and Removal Operations

SUBJECT: Criminal Alien Statistics

Purpose

This policy memorandum supersedes, in part, the policy memorandum entitled, "Pre-Removal/Release Record Checks and Related Procedures," by acting Director John P. Torres on July 18, 2006, and includes a requirement to obtain written concurrence for the removal of individuals who have an active ICE Office of Investigations (OI) record in the Treasury Enforcement Communications System (TECS) from an Assistant Special Agent in Charge (ASAC) or higher. Additionally, this memorandum serves to reinforce the importance of accurately capturing and updating information in the ENFORCE Alien Removal Module (EARM).

National Crime Information Center (NCIC) record checks must be conducted for all aliens; positive results must be properly documented in EARM.

Compliance with this policy directive will be monitored by the HQDRO Executive Information Unit (EIU). EIU will perform audits, consisting of a sampling of EARM case closures, from each Field Office on a daily basis.

Procedures

TECS queries will be conducted on all aliens encountered by DRO officers including:

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b2High

b2High

Conclusion

Capturing criminal alien statistics within EARM in a timely matter will ensure that DRO maintains data integrity in the management of all cases. It will also provide for a reliable method of tracking the data, which in turn will account for the number of criminal aliens removed from the United States.

Any questions regarding this policy directive should be addressed to [REDACTED] Unit Chief, CAP Special Programs, via e-mail or telephonically at (202) 616-[REDACTED]