

<b>DATE:</b>	FEBRUARY 11, 2016
<b>NUMBER:</b>	Q.26
<b>SUBJECT:</b>	NOTIFICATION OF ARRESTED FOREIGN NATIONALS' CONSULAR OR DIPLOMATIC REPRESENTATIVES
<b>RELATED SECTIONS:</b>	

**PURPOSE**

To follow the U.S. Department of State's requirement to record and make notification of all arrested and detained foreign nationals to their diplomatic or consular representatives in this country.

**POLICY**

A daily "foreign nationals in detention" report shall be generated which reflects the detainee's name, identifying date, country of citizenship and their desire for diplomatic notification of detention. Records will be kept for future reference as requested by the State Department.

**PROCEDURE**

- I. At the time of booking, the detention processing technician (DPT) shall ascertain the citizenship of each inmate and record this information in the designated field.
  - A. If the inmate is a foreign national, he/she shall be afforded the opportunity to request that his/her consular or diplomatic representative be notified and a "Y" will be entered in the designated field.
  - B. If notification is requested, it must be given without delay to the nearest consulate or embassy.
  - C. If notification is not desired, an "N" shall be entered in the designated field.
  - D. The non-notification/notification procedure shall be carried out by the use of the "foreign nationals in detention" report.
- II. The "foreign nationals in detention" report is available to the Immigration Customs Enforcement (ICE) and the Sheriff's international liaison detective.
  - A. If it is a mandatory notify country, that country's representative will be notified.
  - B. If it is a non-mandatory country, the country representative will only be notified if the inmate requests it.
- III. Subject to local laws and regulations regarding access to detained persons, foreign consular officers shall have the right to unlimited professional type visits in Sheriff's detention facilities, and those visits will not be charged against the inmate's allowable social visits.

IV. Local questions pertaining to the notification of consuls and diplomatic representatives should be referred to the Sheriff's international liaison detective at [REDACTED]