



## **OFFICE OF THE SHERIFF CITY AND COUNTY OF PHILADELPHIA**

**Subject:** Credentials Verification for Immigration and Custom Enforcement (ICE)

**Purpose:** For the use of verification of credentials and entry of ICE agents into all courthouses in the City and County of Philadelphia for official duties.

**Policy:** When agents assigned to the Immigration and Custom Enforcement (ICE) enter the courthouses for official duties, the following verification shall be conducted by Sheriff's deputies assigned to the secured entry ways that give access to courtroom.

**Procedures:**

1. All ICE agents shall present their official credentials to Sheriff's deputies.
2. The deputy shall identify if the agent is armed.
3. The assigned supervisor shall determine what courtroom(s) the agent is going to.
4. The supervisor shall advise the Sheriff's Office Homeland Security Unit of the presence of the agent(s) in the building. 215-686-3552.
5. The supervisor shall note in the log the date time the agent arrived at the courthouse and time of notification to Homeland Security Unit.

**ICE investigations:**

While Ice agents are in the courthouse, they shall be conducting investigation or surveillance on subjects wanted by federal authorities. At no time shall ICE agents make arrests within the courthouse.

All apprehensions shall be made outside the courthouse. When possible, Bike Patrol Unit deputies shall be informed as a security and safety issue.

**Note:** Pa. C.S. Title 18-chapter 9 section 913c permits agents to be armed while on duty and conducting official duties.

**Incidents:**

All incidents that occur outside of this policy are to be documented and reported to the Sheriff's Homeland Security Unit at 215-686-3552.

This policy shall be enforced effective 4/8/19

By order of the Sheriff