

U.S. Immigration and Customs Enforcement (ICE) Facility Visits

All visitors are expected to comply with facility rules and procedures. In the event of an emergency, facility personnel will provide further instructions.

Access: ICE ensures public access to non-classified, non-sensitive, and non-confidential information related to its operations in the interest of transparency. Access will not be denied based on the political or editorial viewpoint of the requestor.

To be approved for a tour or visit, the Congressional Members and/or Staff must certify that he/she is familiar with and will comply with the rules and procedures governing conduct of visitors in the facility. See <https://www.ice.gov/doclib/detention-standards/2011/7-2.pdf> for additional information.

NOTE: Congressional Member Delegations (CODEL) and Congressional Staff Delegations (STAFFDEL) are afforded special access to ICE facilities. As such, these visits are limited to Members of Congress and congressional staff only; ICE will not accommodate special access for mixed groups. All other requests for tours (e.g., media representatives, local officials, non-governmental organizations, members of the public, etc.) should be directed to the ICE Field Office with jurisdiction over the facility for coordination and approval. Once approved, ICE Enforcement and Removal Operations will notify the appropriate facility. More information can be found at <https://www.ice.gov/detention-facilities>. Additionally, local Field Office Directors and/or facility managers may impose additional restrictions for tours based on operational requirements and/or specific facility configurations/limitations.

Advance Notice: To ensure safe access to the facility and sufficient staff to accommodate a tour/visit, ICE requires no less than a two (2) business days (48-hours) advance notice of an upcoming visit, accompanied by a list of Member and/or Staff names. Any additional visitors' names or cancellations shall be provided to ICE not less than two (2) business days (48-hours) prior to the visit. If ICE is unable to accommodate a requested visit date/time due to operational requirements, ICE will provide alternate dates/times within one (1) business day (24-hours) of receiving the request. Any requests to see specific areas of the facility or requests to meet with specific detainees (please provide names and file numbers), must also be included in the request. The identified detainee(s) will be provided a privacy release form. ICE will not facilitate meetings with detainees without a signed privacy release form.

Conduct: ICE detention facilities maintain visitation procedures to maintain communication with persons in the community. Visitors will abide by the policies and procedures of the facility being visited or toured. Safety, security, and good order are always primary considerations in a detention facility, and visitors must be properly identified and attired and are subject to search upon entering the facility and at any other time during the tour/visit. A visitor's failure to abide by visiting rules may result in immediate cancellation or termination of a visit and/or suspension of future visitation privileges. Introduction of contraband or other criminal violations may lead to criminal prosecution of a visitor.

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Hatch Act: U.S. Department of Homeland Security (DHS) buildings and property are not authorized for campaign activities such as town hall meetings, political rallies, speeches, fundraisers, press conferences, photo opportunities, or other similar events. This is true even if a facility has a policy to permit the public to access/use of some portion of the facility. No media, photographers, campaign pins, distribution of literature, campaign consultants, or volunteers will be permitted with a CODEL or STAFFDEL tour. ICE appreciates your commitment to not have or distribute any photos, video, or social media that would place DHS facilities, assets, personnel or meeting discussions in the media or campaign statements, as that could expose liability to our DHS agents, officers, and/or employees.

Identification: Members of Congress should wear their congressional pin or be prepared to show valid ID. For accompanying staff, valid congressional identification issued by either the House or Senate Sergeant at Arms ID office is required. Identification will be checked prior to entering the facility. If you are not in possession of congressional identification or you are not included on the list of visitors, you will not be allowed to enter the facility.

Magnetometers: ICE detention facilities are secure facilities. As such, all visitors are required to pass through a magnetometer prior to entry to preclude the introduction of contraband into the facility. Please allow additional time for screening.

Recording Devices: To protect the privacy rights of those in ICE custody (to include the right to not be photographed or recorded without consent), as well as the employees who work in these facilities, no electronic recording devices or picture taking will be permitted inside ICE detention facilities without advanced written approval from the facility and ICE. Before attempting to enter any of our ICE facilities, personnel should leave their cell phones and electronics in their vehicle.

Weapons: No weapons of any kind, to include knives, sharp objects, or firearms, will be allowed in DHS facilities.

Donations: Please note that donations of any kind cannot be accepted at DHS facilities.

Detainee Visitation/Meetings: If Members/Staff would like to meet with detainees, the facility will post a sign-up list at least 48 hours in advance of the visit to allow those who wish to participate to sign-up. The identified detainee(s), if any, will be provided a privacy release form. ICE will not facilitate meetings with detainees without a signed privacy release. The facility staff may maintain a physical presence in the meeting room to maintain safety and security. Please note that ICE is unable to provide translations services for CODELs/STAFFDELs.

Security: A facility administrator may temporarily restrict visitation when necessary to ensure the security and good order of the facility. Visitors are required to comply with instructions of the officers on site.