Executive Order 13166 requires DHS to take reasonable steps to provide meaningful access to its programs and activities for persons with limited English proficiency and - as also required by Title VI of the Civil Rights Act of 1964 - to ensure that recipients of federal financial assistance do the same.

I Speak is provided by the Department of Homeland Security Office for Civil Rights and Civil Liberties (CRCL). Other resources at www.lep.gov

Contact the DHS Office for Civil Rights and Civil Liberties’ CRCL Institute at CRCLTraining@dhs.gov for digital copies of this poster or a "I Speak" booklet.

Download copies of the DHS LEP plan and guidance to recipients of financial assistance at www.dhs.gov/crcl

Homeland Security

I Speak... Language Identification Guide
¿Habla?

¿Habla K’iche? (Guatemala)
¿Habla Mam? (Guatemala)
¿Habla Awateko? (Guatemala)
¿Habla Q’eqchi? (Guatemala)
¿Habla Kakchikel? (Guatemala)
¿Habla PocoMam? (Guatemala)
¿Habla Q’anjob’al? (Guatemala)
¿Habla Achi? (Guatemala)
¿Habla Ixil? (Guatemala)
¿Habla Pocomchi? (Guatemala)
¿Habla Jakalteko (Popti)? (Guatemala)
¿Habla Chuj? (Guatemala)
¿Habla Akateko (Acateko)? (Guatemala)
¿Habla Garifuna? (Honduras, Guatemala, Other)
¿Habla Cora? (Mexico)
¿Habla Zapotec? (Mexico)
¿Habla Chatino? (Mexico)
¿Habla Tepehuan? (Mexico)
¿Habla Quechua? (Peru, Ecuador, Others)

This poster assists DHS personnel in identifying the primary language of an individual from Central or South America who is not proficient in English or Spanish. This poster is intended to be used with or in addition to Component protocols for identifying indigenous language speakers.

I Speak materials are provided by the U.S. Department of Homeland Security, Office for Civil Rights and Civil Liberties. [www.dhs.gov/crcl](http://www.dhs.gov/crcl)
National Detainee Handbook

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INTRODUCTION

You are being housed in a detention facility operated or contracted by the U.S. Immigration and Customs Enforcement’s (ICE) Enforcement and Removal Operations (ERO).

LANGUAGE ACCESS

If you don’t speak or understand English, or cannot read or write English, an interpreter will be provided to you, free of charge, for medical and ICE- or detention-related matters. This assistance can include a staff member who speaks your language or a professional interpreter. Any written materials provided to you should also be translated into your language or explained to you orally in your language by an interpreter. Tell a staff member at your facility or an ICE officer if you need help understanding this handbook or any other information.

YOUR ARRIVAL AT THE FACILITY

Most facilities follow the same basic steps when a detainee arrives at the facility. See Table 1 on the next page for the steps and procedures of processing.

You will probably stay at the facility until:
- You are granted bond or release from custody;
- Your immigration case is decided;
- You are ordered to be removed from the country; or
- You are transferred to another facility.

It is your responsibility to read this handbook to learn about:
- Your responsibilities and rights as a detainee;
- Programs and services available to you;
- Rules you must follow;
- Procedures for common situations; and
- How to report problems and file complaints.

This handbook provides only a summary of important information and does not cover all rights and requirements related to your stay at the facility.

You will also receive another handbook from your facility that explains its local rules. It is important that you understand and follow the rules in both handbooks. If you lose this handbook, you are entitled to one replacement. Copies will be available for reference at the law library and in the housing units, or may be requested from facility staff.

If you need help understanding this handbook, tell a staff member at your facility or an ICE officer.

If you do not read, write, speak, or understand English, you have the right to receive important information in a language or format you understand or to have someone explain it to you orally in your language. Tell an officer if you need assistance.

YOUR RESPONSIBILITIES AND RIGHTS

While ICE’s policy is to treat all detainees with dignity and respect and to keep the facility safe, secure, and clean, you also have responsibilities and rights.

YOUR RESPONSIBILITIES

One of your main responsibilities is to learn and follow all the facility’s rules, regulations, and instructions. If you do not follow the facility’s rules, you may be subject to discipline.

You must also respect the staff, other detainees, and all property and keep yourself and your surroundings clean.

You are also responsible for:
- Cooperating with the staff;
- Using staff members’ titles, as in, mister, miss, doctor, officer, and their last name;
- Being polite to other detainees; and
- Following laundry and shower schedules.

YOUR RIGHTS

You have the right to maintain your personal well-being, hygiene, and health care.

While detained at the facility, you have the right to balanced nutritious meals, clean clothes, and regular opportunities to bathe/shower and do laundry (and be given the supplies to do so). You have the right to live in areas with proper air circulation and heating and have access to medical and mental health care if needed.
<table>
<thead>
<tr>
<th>STEP</th>
<th>INDIVIDUAL</th>
<th>PROCEDURE</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Intake Officer</td>
<td>Takes your clothes, money, and property for safekeeping and gives you an itemized receipt for all items. Conducts a personal search as part of processing to help ensure that you and other detainees live and work in a safe and orderly environment.</td>
</tr>
<tr>
<td>2</td>
<td>Detainee</td>
<td>It is important for you to keep the itemized receipt of your possessions. You will receive your property back when you are released.</td>
</tr>
<tr>
<td>3</td>
<td>Intake Officer</td>
<td>Makes a list of all of your legal and identification documents (e.g. passport, birth certificate), then gives them to an ICE officer who will put them in your official immigration file, called an A-File.</td>
</tr>
<tr>
<td>4</td>
<td>Detainee</td>
<td>Your personal documents will be returned to you when your case is resolved.</td>
</tr>
<tr>
<td>5</td>
<td>Detainee</td>
<td>You will receive an A-Number which is used to identify you during your stay at the facility. You should share your A-Number with your family and attorney so that they can find you in the Online Detainee Locator System.</td>
</tr>
<tr>
<td>6</td>
<td>Intake Officer</td>
<td>Tells you what things can and cannot be kept with you at the facility. The officer’s decisions are based on safety and security concerns.</td>
</tr>
<tr>
<td>7</td>
<td>Detainee</td>
<td>Depending on the specific facility’s policies, you may be able to keep some religious items, such as religious headscarves and medallions, simple wedding bands, photos, soft-cover religious and personal reading materials, legal documents and papers (including property receipts), and other small items (shown in the facility’s local handbook).</td>
</tr>
<tr>
<td>8</td>
<td>Intake Officer</td>
<td>Provides you with bed linens such as bed sheets, a pillowcase, and a blanket.</td>
</tr>
<tr>
<td>9</td>
<td>Detainee</td>
<td>Check the facility’s policy and procedure for the issuance and exchange of bedding, but you may typically exchange bedding once a week.</td>
</tr>
<tr>
<td>10</td>
<td>Intake Officer</td>
<td>Gives you approved personal care items such as soap, a toothbrush, comb, etc. You may ask a housing officer for more personal care items when needed.</td>
</tr>
<tr>
<td>10</td>
<td>Detainee</td>
<td>You may shower and get clean clothes as appropriate for the climate at the facility.</td>
</tr>
<tr>
<td>11</td>
<td>Intake Officer</td>
<td>Decides your classification level and assigns you to a housing unit with other detainees in your classification level.</td>
</tr>
<tr>
<td>12</td>
<td>Health Care Professional</td>
<td>Asks about your physical and mental health and medications.</td>
</tr>
<tr>
<td>13</td>
<td>Detainee</td>
<td>Tell your health care professional of any health problems, disabilities or need for disability accommodations, concerns needing immediate attention, or any medications you are taking or need.</td>
</tr>
<tr>
<td>14</td>
<td>Health Care Professional</td>
<td>An approved health care professional will give you a comprehensive medical exam within 14 days after your arrival.</td>
</tr>
</tbody>
</table>

---

*a* If copies of these documents are needed for your hearing, you should ask an ICE officer in advance.

*b* For more information on this topic, see your facility’s local handbook and the classification levels.

*c* Medical information is safeguarded and kept confidential. If you need copies of these documents, you should ask a medical provider, ICE officer, or facility staff for the appropriate request form.
If you are a person with a disability, you have a right to request accommodations based on your disability.

If you are a person with a disability, such as limited ability to move, speak, breathe, see, hear, or care for yourself, you have the right to request and receive reasonable accommodations that provide an equal opportunity to access, participate in, or benefit from the facility’s programs, activities, and services available to other detainees. You also have the right to be provided aids or services to help you communicate, see, or hear. The facility is required to communicate with you in a manner you understand, ask what accommodations you need, and give primary consideration to your preferences. The facility must inform you of the process to make a disability accommodation request as well as the grievance process, and the facility must make those processes accessible to you.

If you would like to file a grievance or formal complaint about facility disability accommodations, you can follow the procedures listed on page 37 of this handbook.

You also have the right to:

- Reasonable and equitable opportunities to practice your faith constrained (i.e. restricted or denied) only by concerns about safety, security, and the orderly operation of the facility. If a religious practice must be restricted or denied, you have the right to request an alternative method to practice your sincere religious belief that does not present concerns regarding safety, security, and order;
- File a complaint about the living conditions with the facility or the Department of Homeland Security (DHS);
- Be free from being discriminated against for any reason, including your race, religion, national origin, sex, sexual orientation, gender identity, physical disability, mental disability, or political beliefs;
- Be free from neglect or abuse;
- Report any assault, including an incident of sexual abuse or assault, to facility staff or DHS; and
- Access law library resources and legal assistance. See your local facility handbook for information about legal aid programs and their presentations, rules, procedures, and hours.

YOUR IMMIGRATION CASE

You have the right to obtain a lawyer or legal representative of your choice, at no cost to the U.S. government. It is your responsibility to obtain the services of the attorney. That person must sign a Form G-28 to notify the facility, ICE, and DHS that they will represent you.

Depending on your case, you may have the right to a hearing before an immigration judge. You or your lawyer or legal representative are responsible for presenting your case to the immigration judge.

If the law allows it, the U.S. government can decide your immigration status using alternative proceedings which may not involve an immigration judge. You may also be authorized for release on bond until your scheduled hearing. If so, it is your responsibility to pay the bond.

You have the right to ask for relief from removal based on various legal grounds if you believe you qualify.

These might include cancellation of removal, adjustment of status, asylum, withholding of removal, or relief under the Convention against Torture and Other Cruel, Inhuman, or Degrading Treatment or Punishment.

For example, you have the right to ask for asylum to stay in the U.S. if you were (or are afraid that you will be) persecuted in your native country or a country where you last lived because of your race, religion, nationality, political opinion, or membership in a particular social group.

You have the right to leave the United States voluntarily before your hearing, if statutorily eligible.

This is called voluntary departure. If your request is approved, you may lose the right to present your case at a hearing. If you want to leave voluntarily, you must tell an ICE officer or the immigration judge.

If you have questions about the removal process, talk to your ICE officer. You may also call any of the lawyers or legal representatives on the list of free legal services providers given to you by ICE. In addition, your facility’s law library may have materials explaining this information.

If you believe that you qualify for a type of immigration relief, you should try to talk to a lawyer or legal representative. There may also be time restrictions for applying for such relief, so make sure you fill out and turn in the necessary applications in a timely manner or you could miss your opportunity to have your claim reviewed. It is your responsibility to prepare and submit the proper forms requesting relief.
COMMUNICATING WITH FAMILY, FRIENDS, AND LEGAL REPRESENTATIVES

This part of the handbook explains how to communicate with others outside the facility, including phone calls, visitors, and mail.

IMPORTANT! While you are being detained, your family members, legal representatives, and others from the general public may be trying to locate you. They can find you through the Online Detainee Locator System, at www.ice.gov/locator. The best way to search for individuals in the Online Detainee Locator System is to use the detainee’s A-Number and country of birth.

PHONE CALLS

When you first arrive at the facility, you will be given access to a telephone. Later, you may make phone calls from your housing unit. All calls may be monitored, except those to your lawyer, legal representative, or the court. Keep in mind, you could lose or have your phone privileges limited if you do not follow facility rules, abuse the phone equipment, or make calls for illegal activities.

It is your responsibility to learn the facility’s rules for phone use. You have the right to ask to use the ICE phone system. If your request to use the phone is denied, tell any ICE officer that you want to make a written request to use the phone system. See Table 2 on page 11 for more information on phone use while at the facility.

To contact any phone number in the United States using the TeleTYpe (TTY) machine:

- Using a facility TTY machine, first dial 711. This connects you with a Telecommunications Relay Service (TRS).
- Once you are connected with the TRS operator, provide the TRS operator with the phone number you would like to call.
- The TRS operator will then connect you with that number.
- If you have any issues or questions regarding the use of a TTY machine, please ask facility staff for assistance.

TABLETS

Your facility may have electronic tablets that allow you to communicate with friends, family, and attorneys. The tablets contain some free content and helpful information such as a copy of this handbook, facility postings, and religious and legal resources. Other content is available to rent or purchase, including entertainment like movies and music. Some facilities have enabled additional functions such as communication with ICE and medical staff. Refer to the facility’s local handbook or ask a staff member for details.

USE OF TABLETS IS A PRIVILEGE, NOT A RIGHT, and availability may be limited during high usage periods. Tablet usage may be monitored and there is no expectation of privacy. Any misuse of the tablet or other detainee actions resulting in disciplinary sanctions may include loss of tablet privileges.

VISITS

You can have visitors. Visitors must follow facility visitation policy and procedures. It is your responsibility to ensure your visitors know the visitation rules. You will find the policy and procedures in the facility’s local handbook.

All visitors must wear appropriate clothing and behave in an orderly way. If you or your visitors are disruptive, they will have to leave, and the facility may limit your visits in the future. Visitors and anything they bring to the facility may be searched. They may be asked to put their property in a locker or in their car.

Your visitors may bring you items, but an officer must first check and approve them. Tell your visitors not to bring a lot of packages or other items with them.

Anything you accept from a visitor that was not approved by an officer can be taken from you and seized as contraband. You also may be subject to administrative and criminal penalties for possession of contraband. For information regarding visitors, see Table 3.

MAIL

You may send and receive mail, unless it threatens the safety, security, or order of the facility. Read the rules about mail in this handbook and in your facility’s local handbook. It is your responsibility to know and follow the rules about mail, and to explain these rules to anyone who writes to you. If there is reason to believe you are not following mail rules, your mail privileges may be limited. For further information regarding mail, see Table 4.
### TABLE 2. INFORMATION REGARDING PHONE CALLS

<table>
<thead>
<tr>
<th>PHONE CALLS TO:</th>
<th>ALLOWED?</th>
<th>FREE OF CHARGE?</th>
<th>NOTES</th>
</tr>
</thead>
<tbody>
<tr>
<td>General population (friends, family, businesses)</td>
<td>yes</td>
<td>depends</td>
<td>See the facility’s local rules.</td>
</tr>
<tr>
<td>Find a lawyer or legal representative (including non-immigration attorneys)</td>
<td>yes</td>
<td>yes</td>
<td>A 20-minute time limit may be placed on calls to permit fair access to phones.</td>
</tr>
<tr>
<td>Lawyer or legal representative (including non-immigration attorneys)</td>
<td>yes</td>
<td>depends</td>
<td>A 20-minute time limit may be placed on calls to permit fair access to phones.</td>
</tr>
<tr>
<td>Emergency situations (e.g., death in family or illness)</td>
<td>yes</td>
<td>yes</td>
<td>To make emergency calls, ask for help from a housing unit officer, supervisor, or ICE personnel.</td>
</tr>
<tr>
<td>State child welfare stakeholders</td>
<td>yes</td>
<td>depends</td>
<td>Ask facility staff, your Deportation Officer, or call the Detention Reporting and Information Line (DRIL) if you need assistance obtaining contact information for the caseworker or attorney handling your child welfare case.</td>
</tr>
<tr>
<td>Your country’s consulate office in the U.S.</td>
<td>yes</td>
<td>yes</td>
<td>The consulate may help you find a lawyer, contact your family, or visit you at the facility.</td>
</tr>
<tr>
<td>DHS Office of the Inspector General</td>
<td>yes</td>
<td>yes</td>
<td>1-800-323-8603 or 1-844-889-4357 from a TTY machine</td>
</tr>
<tr>
<td>ICE Detention Reporting and Information Line (DRIL)</td>
<td>yes</td>
<td>yes</td>
<td>1-888-351-4024 or 9116# or 711 from a TTY machine</td>
</tr>
<tr>
<td>ICE Office of Professional Responsibility</td>
<td>yes</td>
<td>yes</td>
<td>1-877-2INTAKE (1-877-246-8253) or 711 from a TTY machine</td>
</tr>
<tr>
<td>Joint Intake Center (JIC)</td>
<td>yes</td>
<td>yes</td>
<td>1-877-2INTAKE (1-877-246-8253) or 711 from a TTY machine</td>
</tr>
<tr>
<td>Courts</td>
<td>yes</td>
<td>yes</td>
<td></td>
</tr>
<tr>
<td>Immigration courts and Board of Immigration Appeals</td>
<td>yes</td>
<td>yes</td>
<td></td>
</tr>
<tr>
<td>Pro bono attorneys or free legal aid groups</td>
<td>yes</td>
<td>yes</td>
<td>As recognized by the Executive Office of Immigration Review b</td>
</tr>
<tr>
<td>United Nations High Commissioner for Refugees</td>
<td>yes</td>
<td>yes</td>
<td></td>
</tr>
<tr>
<td>Government offices</td>
<td>yes</td>
<td>yes</td>
<td>Calls made to get papers for your immigration case</td>
</tr>
</tbody>
</table>

---

a If you have trouble making phone calls, the system is not working properly, or it won’t allow free calls to those listed, ask the ICE housing unit officer for help.

b To find lawyers or legal representatives and organizations in your area that offer free services, look in your housing unit’s pro bono legal services contact list. An ICE officer can get you this list, which is updated four times per year.

c You must list your lawyer or legal representative’s phone number on the Authorized Phone Numbers Form to ensure the calls are not monitored.

d Routine calls to your lawyer or legal representative are not usually considered emergency calls.
### TABLE 3. INFORMATION REGARDING VISITORS

<table>
<thead>
<tr>
<th>FAMILY AND FRIENDS</th>
<th>VISITING DAYS PERMITTED</th>
<th>TIME ALLOTTED</th>
<th>NOTES:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Saturday, Sunday, and holidays</td>
<td>30 minutes or additional time, if requested, for visitors who have traveled a great distance</td>
<td>Children under age 18 may visit if they are accompanied by an adult visitor who watches them. Check the facility’s local handbook to see if contact visits with minors are permitted.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>MEETING WITH LAWYERS AND PARALEGALS</th>
<th>Monday through Friday</th>
<th>8 hrs. per day (minimum)</th>
<th>You may ask to meet with your lawyer or legal representative during meal hours. The facility staff will provide a meal tray or sack meal to eat during the meeting.</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Saturday, Sunday, and holidays</td>
<td>4 hrs. per day (minimum)</td>
<td>If you want to cancel a meeting, you must do so. You may not ask an officer or another detainee to cancel it for you.</td>
</tr>
</tbody>
</table>

a Check your facility’s local rules for visiting hours and other specific information.
### TABLE 4. INFORMATION REGARDING MAIL

#### LEGAL MAIL AND SPECIAL CORRESPONDENCE IS FROM
- Private lawyers, legal representatives, and government lawyers
- Judges, courts, embassies, and consulates
- U.S. president, vice president, or member of Congress
- U.S. Department of Justice, DHS (including ICE, DHS Office of Inspector General, DHS Office for Civil Rights and Civil Liberties, and ICE Health Service Corps)
- Grievance systems administrators
- Reporters and other news media representatives

#### LEGAL MAIL PREPARATION

In the top left corner of the envelope, write:
- Your name
- Your A-number or ID number; the A-number must include only the last four digits (A-XXX-XX0-000)
- The facility’s address

In the middle of the envelope, write:
- Recipient’s name and address
- Title or organization, such as lawyer, law office, or legal services

Write “Legal Mail” or “Special Correspondence” on the envelope (tell your lawyer or legal representative that all incoming legal mail must be labeled like this).

#### MAIL PRIVACY

- All incoming and outgoing letters may be inspected for contraband and content.
- If you receive legal mail, the facility staff will open it in front of you and may check for contraband, but not read it.
- If you do not want your outgoing legal or special mail opened, allow facility staff to inspect the mail, but not read it, seal it in front of a staff member and clearly label it as legal mail.
- You may seal your other mail on your own and drop it in a detainee mailbox.

#### MAIL SENT TO YOU

All mail sent to you must have your A-number or ID number on:
- The envelope, as part of your address
- The first page of written letters must include the last four digits of your A-number (A-XXX-XX0-000). If your incoming mail does not have your A-number or ID number, it will be returned to sender. This includes legal mail and packages.

Your incoming legal mail must also have this information on the envelope:
- Sender’s name and title
- The words “Legal Mail” or “Special Mail”
- If legal mail is not marked as required, the facility will not treat it as legal mail

**IMPORTANT! It is your responsibility to explain these rules to anyone who sends you mail.**

The facility may refuse to deliver your mail if:
- It is considered contraband
- It shows, describes, or might cause violence or disorder
- Explains how to escape, make weapons or explosives, break the law, disobey ICE rules, or make drugs or alcohol
- Has explicit pictures or descriptions of sex, or obscene material
- Contains threats, extortion, bribes, obscenity, or gratuitous profanity
- Contains anything illegal or not allowed, messages in code, or anything that threatens the safety and security of the facility

*Continued on next page*
TABLE 4. INFORMATION REGARDING MAIL

### IDENTITY DOCUMENTS AND MAGAZINE SUBSCRIPTIONS

- The facility will forward identity documents you receive in the mail to your ICE officer and notify you of this action. You can get a certified copy of the identity document by requesting it in writing from your ICE officer.
- You may not subscribe to magazines, catalogs, or other publications, but you may have a relative or friend send a subscription to you.

### MAIL DELIVERY

- The facility usually delivers mail within 24 hours of the time it is received, but may take longer if it needs special handling for security reasons (for example, facility staff may hold legal mail for up to 48 hours to check that it is legal mail).
- If your mail arrives after you leave the facility, it will be returned to sender.

### RULES ABOUT MONEY IN THE MAIL

- If you receive money in the mail, the officer will issue you a receipt for the money before placing it in your account.
- You can send money to someone outside the facility. Sending cash is not recommended. Contact the shift supervisor if you want to buy a money order.
- Each facility has written rules about cash, checks and other funds. See the facility’s local rules. If they are not clear, your facility can help you understand them.

### PAYING FOR POSTAGE

- If the facility determines you cannot afford to pay for postage or mailing materials, you can send some kinds of mail for free, including legal mail, mail to your consulate, and to any court.
- You will get three or more stamped envelopes per week for your personal mail. You can get paper, pencils, and envelopes from your housing unit officer.
- If the facility determines you can afford to buy mailing materials, you will not receive them for free. You may buy supplies from the commissary. See your facility’s local handbook for rules about mail.
CHILD CUSTODY QUESTIONS

What if I learn that the person I left my children with can no longer care for them?

Tell an ICE officer or contact the Detention Reporting and Information Line (DRIL) at 1-888-351-4024 or 9116#. ICE can give you the opportunity to make care arrangements for your child or can review the decision to detain you. You can complete a Delegation of Parental Authority form which can be found in the facility law library.

How can I locate my child(ren) who were separated from me while in immigration custody at the border?

Tell an ICE officer or contact the DRIL at 1-888-351-4024 or 9116# or 711 from a TTY machine.

What if I learn that my child will be taken into custody by a state child welfare service or program while I am in detention?

Tell an ICE officer or contact the DRIL. ICE can give you the opportunity to contact the state child welfare agency and determine what options you may have regarding making care arrangements for your child and/or how to participate in any child welfare proceedings. ICE may also review the decision to detain you, especially if you present new information related to your child.

What if I am concerned about my child’s safety in the U.S.?

You can tell facility staff that you would like report potential child abuse, neglect, or abandonment to a state child welfare authority, or you can call the DRIL.

What if I am involved in a legal proceeding involving the custody of my child(ren)?

State Child Welfare Proceedings: If the legal proceeding involves a state child welfare agency, ICE can give you the opportunity to contact the agency and/or your child welfare attorney about your minor child(ren) who are under child protective services’ supervision. If you need help locating the caseworker tell an ICE officer or contact the DRIL. The child welfare agency and/or your child welfare attorney will let you know what you can do to make care arrangements, participate in services, participate in court hearings or if there are other steps you can take to facilitate contact or reunification. You should also let your ICE officer know if there is anything you need to do for your state child welfare case.

Family law proceedings: If the legal proceeding is between you and another person (such as the other parent of the child(ren) or some other family member), ICE can give you the opportunity to contact your lawyer or legal representative (if you have one), participate in a court hearing, file documents with the court, or take part in other matters related to the case.

What if I have questions about the state child welfare or family court process?

Talk to your attorney or case worker. You can also look at the Detained or Deported: What About My Children? Toolkit that is available on all law library computers in English and Spanish. The supplement to the Toolkit also contains state-by-state contact information for various state agencies and services.

LEGAL RESOURCES

GROUP LEGAL RIGHTS PRESENTATIONS

At some facilities, community members give group presentations on U.S. immigration law and procedures. These presentations are available to all ICE detainees in the facility. Your facility will post announcements about the presentations in common use areas. If you cannot read or understand an announcement, ask for information in a language or format you can understand. Legal orientation materials are also made available on law library computers in multiple languages.

If you are in administrative or disciplinary segregation and want to go to the presentation, the facility will make arrangements for you to go, if:

• Security arrangements can be made;
• Your presence would not pose a security risk; and
• The presenter agrees to the security arrangements.

Note: Not all facilities have legal rights presentations because not all communities offer them. ICE detainees can contact facility staff or call the DRIL to learn more about legal presentations or Know Your Rights orientation video screenings.
UNITED NATIONS HIGH COMMISSIONER FOR REFUGEES (UNCHR) HOTLINE

UNHCR operates a toll-free protection hotline for asylum seekers on Mondays, Wednesdays, and Fridays from 2pm-5pm EST with telephonic interpretation available. The protection hotline is accessible by dialing #566 from within the facility.

You may also write to UNHCR:

UNHCR
1800 Massachusetts Ave. NW Suite 500
Washington, D.C. 20036

LAW LIBRARY

All ICE detainees have the right to use the facility’s law library to access approved legal materials and office equipment (such as copy machines, typewriters, and computers) to copy and prepare legal documents only. This material and equipment is not for personal communication. If you need to write personal letters, ask your housing unit officer for paper, pencils, and envelopes.

You can get photocopies of your legal communications. In some facilities, you may also be able to get photocopies of your complaints, grievances, and letters about the conditions at the facility, legal mail, sick call requests, disciplinary decisions, special needs forms, photographs, newspaper articles, or other documents that are relevant to presenting your immigration case.

What are the law library hours?
The law library hours are posted in all housing units. You are allowed at least five (5) hours each week to work on your case.

What if I need more time at the law library?
You should complete a detainee request form and submit it to the facility. Explain why you need more time. The facility may give you more time if it is possible to do so. Priority may be given to those with court deadlines, or if there is another urgent need or special circumstance.

How do I find the legal materials I need?
The law library may have books and publications, or the legal materials may be uploaded onto the law library computers. There are self-help materials in the law library or on the computers that show you how to:

- Do legal research;
- Prepare legal documents; and
- Use legal materials on the computer.

What should I do if I need legal materials that are not available in the law library?

- You should complete a detainee request form and submit it to the facility or the law library coordinator.
- If your request is not approved, you will receive written notification.

Can access to the law library be denied?
All ICE detainees, regardless of housing or classification, are entitled to have access to the law library on a regular basis. If, however, there are security concerns or other circumstances that warrant limiting or preventing law library access, you can be provided with legal materials upon request.

What if I need help using the law library?
Ask the staff member at your facility if you:

- Need help finding materials;
- Need help accessing programs;
- Need help with equipment;
- Do not speak or read English well; or
- Have a disability.

You may also ask another detainee to help you with your legal research and document preparation. Another detainee may be allowed to help you if there are no security risks or other concerns and you do not pay or give the detainee anything of value. Submit a written request to your facility’s administrator.
NOTE: The facility will not pay a detainee to help you use the law library.

It is up to you to know the rules for the law library. You should also review your facility’s local handbook. If you disobey these rules, you may be disciplined and lose your law library privileges.

CLASSIFICATION AND HOUSING

CLASSIFICATION LEVEL

When you arrive at the facility, an officer will decide your classification level and assign you to a housing unit with other detainees in your classification level, as appropriate. The officer will decide your classification by considering the information in your records, including:

- Criminal charges and convictions;
- Immigration history;
- Discipline record;
- Current classification level; and
- Other related information.

What if I think my classification level is not right?

You have the right to appeal your classification level and housing placement. To do that, you must file an appeal by following the appeal procedures in your facility’s local handbook.

How often does the facility review the classification levels of detainees?

Classification levels are reviewed no later than 90 days after the first classification. After that, they are reviewed approximately every 90 to 120 days after the most recent review. See your facility’s local handbook for a detailed schedule of when classification levels will be reviewed. If you are placed in segregation, your classification will be reviewed before you return to the general population.

Can the facility change my classification level at other times?

Yes, the facility can change your classification level and housing placement at any time for safety reasons or if you have not followed the rules.

SPECIAL MANAGEMENT UNIT HOUSING

Sometimes detainees are placed in separate, special management unit (SMU) housing. This is often referred to as segregation. In an SMU, you live in an individual cell and away from other detainees. This happens if stricter supervision is needed and/or based on safety, security, or other concerns. If you are placed in segregation, your classification will be reviewed before you return to the general population.

There are two kinds of segregation:

Administrative Segregation

Administrative segregation is non-punitive. You may be placed in administrative segregation if:

- You are being investigated or have a hearing for disciplinary violations;
- You are scheduled to be transferred or released within 24 hours;
- You need protection and cannot be safely housed in a less restrictive environment (this could be initiated by the facility or the detainee);
- You require stricter supervision due to medical and/or mental health concerns, hunger strike, or risk of suicide.

Disciplinary Segregation

The facility may discipline any detainee whose behavior does not comply with facility rules and regulations, to include temporary placement in disciplinary segregation. A detainee may be placed in disciplinary segregation only by order of the Institutional Disciplinary Panel, or its equivalent, after a hearing in which the detainee has been found to have committed a prohibited act.

Can I still access services if I am in administrative segregation?

Yes. You will have access to the same types of services as before. However, your access may be less depending on available resources and security concerns.

Your access to the following services may in some cases be more limited:

- Showers;
- Recreation;
- Law library;
• Presentations by legal rights groups;
• General telephone calls;
• General visitation;
• Religious guidance; and
• Personal property and materials (including legal, religious, and personal reading materials).

However, you will still receive access to:
• Mail;
• Legal telephone calls;
• Legal visitation; and
• Healthcare services.

**How long could administrative segregation last?**

It depends on your case. The security supervisor reviews all administrative segregation cases to decide if you should stay in that placement.

The review schedule is as follows:
• Review of your placement within 72 hours of placement by a security supervisor;
• Review of your placement after seven (7) days of placement by a security supervisor; and
• Weekly reviews of your placement for the first 30 days after your second review, and every 10 days thereafter.

**What if I do not agree with the decision to leave me in administrative segregation?**

You have the right to appeal the decision.

**How do I appeal?**

After seven (7) consecutive days of administrative segregation, you may appeal the decisions of any review conducted by writing to the facility administrator. Ask for a staff member or an interpreter if you need help writing your appeal. Once you have appealed, the facility administrator will review your case every 30 days.

**Can I still get services if I am placed in disciplinary segregation?**

Yes, you will still receive the same extent of access to mail, legal telephone calls, legal visitation, and health care services. However, depending on your violation, security concerns, and available resources at the facility, you may receive a lesser degree of some of the following services:
• Showers;
• Recreation;
• Law library;
• Presentations by legal rights groups;
• General telephone calls;
• General visitation;
• Religious guidance; and
• Personal property and materials (including legal, religious, and personal reading materials).

**Will the facility review my placement in disciplinary segregation?**

Your case will be reviewed every seven (7) days to ensure you are obeying all of the rules, receiving proper services, and to consider placing you back in the general population.

When a security supervisor reviews your placement, they will interview you and create a written record of that interview. Once there has been a decision made on your placement after a review, the security supervisor sends a written decision to the facility administrator for approval or denial. A copy of the final written decision will be given to you unless there is a security issue that prevents the facility from giving you this copy. See your facility’s local handbook for a more detailed review schedule.

**MEALS, ACTIVITIES, AND SERVICES**

**MEALS**

The facility serves meals three (3) times every day. You are allowed one meal at each mealtime. The meals are nutritionally balanced, approved by a dietitian, served in a clean, safe place, and served with napkins and utensils, which must be returned at
the end of each meal. Meals are served in a central dining room, a dining room in your housing unit, or a special housing unit.

What is on the menu?
The facility offers a standard menu. Menus and mealtimes may be posted on the housing bulletin board. See your facility’s local handbook.

Is there pork in the food?
Most facilities do not serve pork, but check the day’s menu to be sure.

What if I have a special diet?
To request a special diet for religious reasons, inform the Chaplain or the Religious Services Coordinator that you need a common fare diet because of religious beliefs. The Chaplain or Religious Services Coordinator may ask you questions about why you need a special meal and may ask for you to fill out and sign a request form. That person will also tell you what religious meal options are available at that facility.

If you need a special diet for medical reasons, ask the medical staff to evaluate your request. Your request for a special diet (for religious or medical reasons) must be approved before you can get special meals.

IMPORTANT! It is up to you to ask for a special diet if you need it.

Will I get different food if I am being disciplined?
No. Food is provided according to the general population meal schedule and ordinarily from the same menu.

COMMISSARY OR VENDING MACHINES
Your facility may have a store, called a commissary, or vending machines. If your facility has this service, you do not have to buy anything if you do not want to. If you want to use the store, check the facility’s local handbook first.

Do I have to buy basic toiletries from the commissary?
No. Your facility must give you basic toiletries and hygiene products, such as soap, shampoo, sanitary pads, and toothpaste.

What if I bought some items, but I got transferred or removed before they were delivered?
The facility does not have to send you the items or give you a refund if you are transferred or deported. But the facility may give you a refund before you leave. See your facility’s local handbook.

RECREATION
You will be allowed to have indoor or outdoor recreation at least one (1) hour each day. If your facility has an outdoor recreation area, you will be permitted to access it for at least one (1) hour a day, five (5) days a week, if weather permits. In some facilities you may be permitted more outdoor recreation. Check your facility’s local handbook for more information.

What recreation activities may be available?
Your facility may have television, movies, games, and exercise equipment.

If outdoor recreation is canceled or not available, will I get more indoor recreation time?
No.

What if my facility does not have outdoor recreation?
If your facility has no outdoor recreation, you may be eligible to request voluntary transfer to another facility with outdoor recreation after a certain number of months (ask your ICE officer).

RELIGION
You will have opportunities to practice your religious faith. These opportunities will only be limited if you or the religious practice or items present a specific documented threat to the safety, security, or order of the facility, or if the religious practice
disrupts order in the facility. All facilities must give you reasonable access to religious services and religious leaders.

Facility staff will explain how to contact the Chaplain or Religious Services Coordinator for your facility and give you information about:

- Religious prayer services;
- Special religious diets;
- Accommodating your religious needs to effectively celebrate religious holidays or holy days;
- Visits from a religious representative;
- Religious headwear and other religious property allowed at the facility; and
- Access to religious resources, services, instruction, and counseling.

ICE detainees may usually:

- Take part in their religious practices;
- Wear approved religious headwear and garments; and
- Have other approved religious property.

The facility cannot limit these unless there is a specific documented threat to the safety, security, or order of the facility.

**IMPORTANT!** You must ask the facility for approval of any hard-covered religious book. Unless you get approval, all religious books must be soft-covered.

**VOLUNTARY WORK PROGRAM**

If your facility has a volunteer work program, you may be able to volunteer to work. ICE detainees are not required to work, and many facilities do not allow ICE detainees to participate in their work programs. It is your responsibility to know ICE’s and your facility’s local handbook for the work program.

**Will I get paid for my work?**

If you participate in the voluntary work program at your facility, you will get at least $1 for each day you work, not for each assignment. You will get paid at the end of every day you work unless your facility has a different way of paying detainees. For example, some facilities will pay everything that you are owed before you are transferred or released. Check your facility’s local handbook.

**How often will I get paid?**

Most facilities pay detainees every day. Your facility may use another system where you get paid before you are transferred or released.

**How many hours can I work?**

You cannot work more than eight (8) hours per day or 40 hours a week.

**What are the requirements for the work program?**

To take part in this program, you must:

- Sign a voluntary work program statement;
- Complete any work-related training;
- Follow all dress, grooming, and hairstyle requirements for your work assignment;
- Work the schedule assigned to you; and
- Do your assigned work satisfactorily.

**Can I be fired from the Voluntary Work Program?**

Yes, you can be taken out of this program if you miss work without permission, or you do not do your work satisfactorily.

**Will I get paid for keeping my living area clean?**

No. You must keep areas that you use clean, including your living area and any general-use areas that you use. If you do not keep your areas clean, you may be disciplined. It is up to you to know your facility’s rules for keeping living areas and detainee general use-areas clean and orderly in a group living environment.

**LIBRARY**

Most facilities have library materials similar to what you would find at a school or community library. The facility considers the detainees’
needs, interests and abilities when deciding on its materials.

**Can I go to the library at any time?**

No. See your facility’s local handbook for library use. Each facility’s library has a schedule for using and checking out materials. Please give other detainees a chance to read library materials. Make sure that you take care of the materials you check out and return them on time.

**ATTENDING OTHER COURT HEARINGS (NON-IMMIGRATION)**

**Can I attend a court hearing that has been scheduled for me in another case (i.e., not related to my immigration case)?**

If you have a court hearing scheduled in another case (for example, if you are currently involved in a criminal proceeding or child custody case), ask your ICE officer about how you might be able to take part in your hearing. If you have a family law or child welfare court hearing scheduled, ask your ICE officer about how your participation can be facilitated. If ICE is not able to escort you to court for an in-person appearance, efforts will be made to arrange for your participation through a video conferencing system or via the telephone. Provide a copy of the court documentation (if you have it) to your ICE officer as early as possible so that arrangements can be made for your participation.

**REQUESTS TO MARRY**

If you want to get married while you are at the facility, you (or your lawyer or legal representative) must send a written request to the housing area officer or ICE officer, who will give it to the facility administrator or the ICE field office director.

Your written request must confirm that:

- You meet the legal requirements to marry;
- You are mentally competent to marry; and
- Your future spouse will certify they will marry you. Attach a separate document (signed by your future spouse) that says they plan to marry you.

The facility’s administrator may need to send your request to the ICE field office director for approval. If you do not get approval in time, you may have to delay or cancel any wedding plans. If your request is denied, you and your legal representative will be provided with the decision and the reasons for the decision in writing.

**DRESS AND GROOMING**

**UNIFORMS**

You will get a uniform (shirt, pants, and shoes) and a wristband. In ICE ERO and contract facilities, but not in most jails, the color depends on your security level:

- **Blue** for low custody;
- **Orange** for medium custody; and
- **Red** for high custody.

If you are in a jail, the uniform colors and rules about uniforms may be different.

You must always wear the color uniform for your security level.

**EXCEPTION:** Depending on the local rules, kitchen workers may wear a color that is different from their security level (e.g. a white uniform, apron, and/or smock) when on duty.

**Are there other rules about clothes?**

Yes. You must also follow these rules:

- No torn or dirty clothing;
- Do not change or re-purpose your uniform if issued (for example, do not wear your shirt as a
headband or roll up long pants to make them short);  
• No hats or head coverings, unless it is part of your work uniform or has been approved by the chaplain for religious reasons; and  
• No shower shoes outside the housing unit.

Other rules
You must always wear your complete uniform (shirt, pants, and shoes) when:  
• Outside of your housing unit;  
• In the dining room;  
• Medical appointments (unless told otherwise);  
• Going to court;  
• During religious services; and  
• Seeing visitors.

Also in regard to dress
• Do not place the waistband of your pants so your underclothes or buttocks show;  
• Do not keep your hands under the waistband of your pants, even in cold weather; and  
• Do not strip down to your underclothes unless you are in your cell or the bathroom.

Proper shoes and clothes
• Wear your shoes at all times;  
• If you are wearing closed shoes, wear socks if you have them;  
• Wear your shower shoes in the shower; and  
• Wear proper clothing for the weather.

PERSONAL CARE
You will be living in a dormitory or a locked housing unit with other people. Good personal hygiene helps keep everyone healthy.

When can I shower?
Check the shower schedule posted in your housing unit. It will tell you when you can use the shower each day. You must bathe regularly and keep your hair clean.

What if I need shampoo or other personal items?
You will get some personal care items when you arrive, including shampoo and soap, toothpaste and toothbrush, comb or brush, and other items for personal care.

If you run out of these items, ask your housing officer for more. Women can ask the housing officer for feminine hygiene products when needed.

GROOMING
Poor hygiene and unsanitary habits can harm health and safety at the facility. If you do not obey the dress and grooming rules, it could cause conflicts with others at the facility and the staff may counsel and discipline you.

The facility will accommodate your religious preferences about your grooming to the extent possible. You must keep yourself neat and clean and always wear appropriate clothes and shoes.

Can I wear my hair any way I want?
Yes. You may have any hairstyle you want if it is safe and clean.

EXCEPTION: If you work in the kitchen or operate a machine, your hair must be clean and covered by a hair net.

Can I have a beard or mustache?
Yes, unless you work in the kitchen or operate a machine. For safety reasons, kitchen workers and detainees operating machines must be clean-shaven while on duty. By accepting a job in the kitchen or operating machinery, you agree to follow this rule. There are no exceptions to this rule.

Can I shave?
Yes, at most facilities, you can check out a disposable razor every day. You must return it after you shave. If you have a court hearing, the facility will give you the opportunity to shave before you go.

Can I get a haircut?
Yes, if you want a haircut, you must ask for it. See your facility’s local handbook about how to ask for a haircut.

IMPORTANT! It is up to you to learn the grooming rules for your facility. See your facility’s local handbook.

You may not share your razor with anyone else. This is for your health and safety. Shared razors can spread diseases, such as HIV and hepatitis. See your facility’s local rules about razors.
LAUNDRY

To get clean clothes, you must turn in one dirty item of clothing to get a clean one. At a minimum, you may be able to exchange your items according to the following schedule:

- Socks and underwear – every day;
- Your colored uniform – twice every week;
- Sheets, pillowcases, and towels – once every week; and
- White kitchen uniforms – every day.

NOTE: At some facilities, you may be able to exchange your laundry more often. To make sure there are enough clean clothes for everyone, you may not keep extra clothes. Do not wash clothes, sheets, shoes, or other items in your housing unit unless there are washing machines and dryers that you are allowed to use. See your facility’s local handbook for the laundry, clothing exchange, and volunteer work uniform schedule.

A CLEAN FACILITY

It is important to keep the facility clean for your health and safety.

Do I have to make my bed?

Yes, you must make your bed every day before you start your daily activities or work. You must keep your area neat and clean, and also work with your housing or dormitory mates to keep shared living spaces clean and orderly. Do not hang sheets, blankets, towels, or anything else from wires, lights, beds, bars, or other objects. Follow your facility’s local handbook for hanging wet towels.

General cleanliness

- If you brush your hair over the sink, remove any fallen hairs from the sink;
- Throw trash into the garbage cans, not onto the floor;
- Throw all used hygiene products into the trash. Do not throw them on the floors or into the toilets; and
- Do not leave crumbs from food in your housing area. It will attract ants and other insects.

Where can I keep my personal belongings?

You must follow the facility’s local handbook about storing your personal items. Someone from the facility will show you what to do. Improperly stored items may be taken away. If this happens, it is your responsibility to ask the supervisor to return them to you. Do not put anything where it is not allowed to be, such as windows, windowsills, bunks, lockers, or under a mattress.

RULES AND PROCEDURES

HEAD COUNTS

Detainees will be counted at least three (3) times per day at hours that limit interference with daily activities. You must participate in the counts and follow procedures for head counts. See your facility’s local handbook.

During the head counts, do not move, talk or do anything to interfere with the head count.

You may be disciplined (and everyone in your housing unit may be locked in their rooms) if you do not get counted, do not follow instructions, or disrupt the head count.

AUTHORIZED PROPERTY AND CONTRABAND

All property must be authorized, meaning visitors and detainees must get permission to have any item, even if that item is usually allowed at your facility.

NOTE: The facility may throw away any of your items, even if the type of item has been approved, if you have too many, have misused them, or changed them without permission.
Any item that has not been specifically approved by the facility may count as contraband. See your facility’s local handbook about unauthorized property and contraband.

What is contraband?

Contraband is anything not allowed at the facility. You are not allowed to have anything unsafe or that interferes with the orderly operations of the facility. It is your responsibility to know the rules for what is and is not allowed at the facility. If you have anything listed below, or anything else not allowed by the facility, you may be disciplined.

Contraband items include, but are not limited to:
- Tobacco and tobacco products;
- Alcohol or illegal drugs;
- Dangerous objects, deadly weapons, and explosives;
- Anything that could disguise or change a detainee’s appearance or be used to help someone escape; or,
- Any camera, video, recorder, cell phones, or other device that could be used to make photos, audio or video recordings of detainees, staff, or government property.

Personal property, including clothing and other personal items, may also be contraband unless the facility administrator has approved them, or you bought the items from the facility’s commissary or vending machines.

When will I be searched?

Your body and your property will be searched at these times:
- When you arrive at the facility;
- Whenever there is suspicion that you are concealing contraband or a weapon;
- When you go into a housing unit;
- When you leave the visiting area after a visit; and
- From time to time, there are unscheduled routine searches.

Can I refuse to be searched?

No. You must allow the officer or officers to search you. You must also follow their directions and do everything they tell you.

If you do not follow directions, you may be disciplined

What if I refuse to be searched?

You may be moved away from the other detainees and put in isolation. This is to keep you and others safe.

Will I have to take off my clothes when I am searched?

If there is a justified reason to suspect you may be hiding a weapon or other contraband, a strip search will be conducted.

Will I be searched by someone of the same gender?

For strip searches (when you take your clothes off): You will be searched by an officer of the same gender as you. If no officer of the same gender is available, the facility will ensure either that the search is conducted in private with two staff members present, or that someone of your gender is with you to observe.

Can staff view me?

Staff of the opposite gender shall not view you while in the shower, performing bodily functions or changing clothing, except in critical circumstances or when such viewing is incidental to routine cell checks or is otherwise appropriate in connection with official duties, a medical examination, or monitored bowel movement. Staff of the opposite gender shall announce their presence when entering an area where you are likely to be showering, performing bodily functions, or changing clothing.
DISCIPLINE AND YOUR RIGHTS

Order and discipline are essential for the safety and well-being of detainees and staff. Some problems can be taken care of informally with counseling, but other problems may require discipline.

All facilities follow established procedures to ensure your legal rights are respected, including your right to:

- Due process, including getting your disciplinary case processed in a timely manner;
- Translation and interpreter services so you can understand and communicate;
- Disability accommodations, aids or services that ensure effective communication between you and facility staff if you have a hard time hearing, seeing, or have other communication needs.
- Communicate with other people and/or organizations, unless that communication threatens safety, security, or order at the facility.

While in ICE custody, you also have the right to:

- Protection from personal abuse, physical punishment, unnecessary or excessive use of force, personal injury, inadequate health care, property damage, and harassment; and
- Freedom from discrimination based on your race, religion, national origin, color, sex, sexual orientation, gender identity, physical ability, mental ability, or political beliefs.

You also have the right to file a grievance if you feel your rights have been violated. No one can punish you for filing a grievance.

How will I know the rules?

Your facility must give you written information about its rules, procedures, schedules, and all topics covered in this handbook. Additionally, the facility will provide a local handbook. The facility is required to communicate information to you in a language you understand. Tell a staff member at your facility or an ICE officer if you need help understanding this the information.

What happens if I break the rules?

Each facility has a list of rules that you and other detainees must follow. If you are accused of violating a rule staff will:

- Resolve minor violations informally;
- Start an investigation within 24 hours if informal resolution is not successful;
- Refer low level violations to the Unit Disciplinary Committee (UDC); and
- Refer serious violations to the Institutional Disciplinary Panel (IDP).

If your case is referred to the UDC, a hearing will be conducted within 24 hours after the conclusion of the investigation.

If your case is referred to the IDP, a hearing will be conducted within 48 hours after the IDP receives the referral.

You may be placed temporarily in administrative segregation before your hearing. If the IDP finds you guilty of violating facility rules, you may be placed in disciplinary segregation or disciplined in other ways depending on the seriousness of your offense. For example, you may temporarily be restricted from activities, ordering from commissary, or other privileges.

What is the Institutional Disciplinary Plan?

The IDP is made up of either a one-person disciplinary hearing officer or a three-person panel who decide what to do about your violation. One of them will be in charge of the panel. Certain staff members are not allowed to be on the IDP, including:

- The officer who reported the violation;
- The officer who investigated the violation; and
- Any officer or staff member who witnessed, was directly involved with, or was part of the unit that reported the violation.

What does the IDP do?

The IDP decides how to resolve your case. They follow detention facility standards that say what kinds of sanctions are appropriate for different kinds of violations. They may reduce or dismiss the charges if you are found not to have broken the rules. If you do not agree with the IDP’s decision, you may file an appeal. See your facility’s local handbook on filing appeals.

What are my rights at the IDP hearing?

Before the incident report is sent to the IDP, the facility must notify you in writing about your rights at the IDP hearing, including your right to:

- Have an uninvolved full-time staff member of your choice help you prepare and speak for you at the IDP hearing;
• Present statements and evidence including witnesses before the IDP;
• Remain silent. You do not have to speak if you do not want to. Your silence may not be used against you;
• Be at all phases of the hearing or waive the right to appear;
  EXCEPTION: You may or may not be present when the IDP meets to make a decision on your case. Also, you will not be allowed to be present if your presence threatens order or safety at the facility but may participate by phone and in writing.
• Receive translation and interpreter services so you can understand and communicate;
• Receive aids or services that the facility can provide to ensure effective communication because of your limited hearing, sight, or other disability;
• Receive the IDP decision and an explanation of how they made their decision in writing; and
• Appeal the IDP decision if you disagree.

IMPORTANT! Appeals must be submitted through the formal detainee grievance process.

Can the IDP postpone the hearing?
Yes, if you have a good reason for postponing your hearing, or if the IDP wants to investigate your case further, they may postpone your hearing. However, if you are being held in administrative segregation pending your hearing, the delay may not exceed 72 hours, barring an emergency.

USE OF FORCE AND RESTRAINTS
Officers shall use only as much force as needed to gain control of the detainee, protect the safety of detainees, staff, and others, prevent serious property damage, and ensure the security and orderly operation of the facility. Officers may use force after all reasonable efforts to otherwise resolve a situation have failed. Physical force or restraining devices will not be used as punishment.

CRIMINAL CHARGES
While you are at the facility, you must follow applicable laws. If you disobey any local, state, or federal law, you may be notified and charged by the local, state or federal law enforcement authorities and tried in local, state, or federal court. Local, state, or federal charges may also be processed at the facility as separate disciplinary matters.

What happens if criminal charges are filed against me?
You will receive notice about your right to a lawyer. If you do not have enough money to hire your own lawyer, the court will appoint a lawyer to represent you for the criminal case. You have the right to speak to your lawyer or legal representative about your criminal case and have the lawyer or legal representative with you at your criminal court appearances.

What happens if I already have a local or state criminal case pending that I wish to fight or pursue having the charges dropped?
If you are in ICE custody and want to appear before a local or state court to contest criminal charges pending against you, the local or state court will need to issue a writ to ICE to have you turned over to their custody so that you may be present while the local charges are adjudicated.

NOTE: Simply requesting the writ will not necessarily stop or delay ICE’s removal efforts. The writ must be issued to ICE or, at a minimum, the responsible local or state authority will need to notify ICE of its intent to issue the writ before ICE will consider delaying or suspending removal efforts.

GENERAL HEALTH AND SAFETY

EVACUATION DRILLS
Periodically, evacuation drills will be conducted at the facility. Drills can help you get out safely in a real emergency, such as a fire, gas leak, civil disaster, or other danger. In most cases, you will not know about a drill ahead of time. The drills are not done to scare or inconvenience you. For your safety, you should learn the proper procedures to exit the building in an emergency and the location of your housing unit’s emergency exits (there should be a map in your unit).

IMPORTANT! You must follow instructions during a drill or a real emergency. If you do not follow instructions, you may be disciplined.

Toilet use
• Do not stand on the toilet. Sit on the toilet seat and flush the toilet after using it;
• Put all used toilet paper into the toilet then flush;
• Do not use toilet water for washing; and
• Place used feminine pads or tampons in garbage cans and not into the toilet.
Hand washing

Germs can make you sick and can be passed through hand contact. Thoroughly wash your hands to help keep from getting sick by:

- Making sure you run the water in the sink and use soap to wash your hands;
- Washing each finger and rubbing your hands together, washing both sides of your hands with soap and water, and cleaning under your fingernails for at least 20 seconds and rinse and dry your hands; and
- Washing hands before eating, after going to the bathroom, after touching garbage, after playing or working outside, or after being near a sick person.

Showering and personal care

- You should take a shower regularly using soap and water;
- Bathe only in the shower, NOT the sinks. Do not urinate (pee) or defecate (poop) in the shower or in the sinks;
- Use the sinks only to wash your hands or face, shave your face, or brush your teeth;
- Do not shave your head or private areas;
- Do not share your razor with others;
- Do not share hairbrushes, combs, or other personal care items with others;
- Do not pierce any part of your body;
- Use a deodorant every day; and
- Do not leave any clothes in the bathroom.

Dental care

- Brush your teeth after every meal, if possible, and before going to bed;
- Place the toothbrush at a 45-degree angle between your teeth and gums;
- Move the brush up and down on each tooth, not back and forth. Spend ten seconds on each tooth before you go to the next tooth;
- Always brush your back teeth and gently brush your tongue;
- Clean all outside surfaces of your top and bottom teeth;
- For the surfaces where you bite down, move the toothbrush back and forth; and
- If possible, floss your teeth and gums every day.

For overall good health

- Eat three good meals a day. Be sure to eat fruits and vegetables. Do not eat too much candy;
- Try to exercise at least 30 minutes every day. Play sports, walk around, run in place, or do pushups. If you haven’t exercised in a long time, do some light stretching or slow jogging to warm up and prevent injuries;
- Try to sleep at least 8 to 10 hours a night;
- Cover your mouth with your elbow when you cough or sneeze and do not spit on the ground or floor. This spreads germs that can make other people sick; and
- Smoking is not allowed. Think of this as your chance to quit smoking forever. It is one of the best things you can do for your health.

How do I stay healthy in hot weather?

Your body needs lots of water to stay healthy. In hot weather, you sweat and lose water from your body. This can:

- Make you feel dizzy;
- Make your mouth and tongue dry and sticky;
- Make your urine darker and occur less often.

Drink plenty of water during the day. If you feel thirsty, this means you need more water in your body. Drink water in hot weather even when you do not feel thirsty. If your urine is very dark, you probably aren’t drinking enough water. If you are playing sports, drink extra water.

Tattooing is not allowed in the facility.

Smoking is not allowed anywhere at the facility (inside or outside).
When the weather is hot:
• Wear loose clothing;
• Stay in the shade during the hottest part of the day;
• Don’t stay in the sun for too long; and
• If you start to feel dizzy, sit down in the shade or indoors.

You should let medical staff know if:
You feel weak or dizzy every time you stand up or you urinate very little.

Bed safety
• Do not jump up or down to/from the top bunk;
• Take your time when getting into and out of bed. Make sure you step on a solid area of the floor with the large portion of your foot;
• Lower your head when getting out of bed if you sleep on a lower bunk; and
• If you fall out of bed at any time, notify the officer in the barracks so you can be examined in the medical clinic.

Nonviolence
The facility will not permit any type of physical or sexual abuse. If someone physically or sexually assaults you, tell an officer or medical staff immediately. Disciplinary measures will be taken against anyone who physically or sexually assaults someone else in the facility.

Getting along with others
You will share living space with many people. It is important to be considerate and recognize others’ differences. Do not be so loud that others can’t enjoy their activities. Be quiet at night so others can sleep. Avoid people who cause problems or fight.

MEDICAL ORIENTATION AND HEALTH INFORMATION
The facility’s medical clinic will provide you with care if you have a medical problem. Except for rare situations, medical staff will NOT give you comfort items or items such as special shoes, extra blankets, extra pillows, jackets, or deodorant. Medical staff also cannot answer any questions about your case, your court date, or your legal situation. Ask your deportation officer these questions.

GENERAL OVERVIEW OF SERVICES PROVIDED
You have a right to receive necessary and appropriate healthcare free of charge while you are detained. You can ask for healthcare at any time, including when you are sick or injured, have a chronic health problem, need medical treatment, or take or need to start taking medications to keep you well.

Medical History and Intake
Soon after you arrive, you will be asked medical questions and given a chest x-ray or test for tuberculosis infection. This is important for the health and safety of everyone.

Health Assessment
Within the first 14 days of your stay, you will receive a comprehensive health assessment. Additional medical care will be provided to address male, female, and age-specific concerns.

Female health care
Females will receive routine, age appropriate gynecological and obstetrical health care. You may request pregnancy testing, a breast examination, Pap test, sexually transmitted infection (STI) screening, mammograms, birth control advice, and consultation about family planning as medically appropriate. If you are confirmed to be pregnant or have recently given birth, you will be provided with access to prenatal and specialized care.

Sick Call
If you are sick, you can request to be seen in the medical clinic. To receive this care, you will either fill out a sick call form or the medical staff will visit you in
the housing areas or other designated areas. If you are not sure how sick call works, ask any staff member.

An initial dental screening exam will be performed by a dentist or trained health provider within 14 days of your arrival. If you are having dental pain or swelling, use the sick call process to get help. Routine care such as dental cleanings are available after you are detained for more than six months.

If you are feeling overwhelmed, have thoughts of hurting yourself or feel like you might hurt someone else, let an officer or a medical staff member know immediately, and you will be seen.

ADDITIONAL SERVICES

If medically necessary, other services may include medications, lab or other diagnostic tests, x-rays, education and counseling, and regular appointments for serious medical conditions.

Medical complaints and grievances

If you have a question or concern with the care you receive, talk to the medical staff. Remember that some types of care or services are not available. If you are still unsatisfied, you can complete a grievance form. If you can't find the form in the clinic, ask any security or medical staff for the form.

HEALTHCARE APPOINTMENTS

Healthcare services are available to all detainees at the facility, at no cost to the detainee.

There are two ways to get a non-emergency medical appointment:

1.) You may be required to fill out a form to sign up for a sick call. You will put the form in the medical drop box in your housing unit.

Forms are picked up every day and checked carefully to decide who needs to be seen first. In many cases, you can see the medical staff by the next business day. If you sign up during the weekend and your medical need is not urgent, you will usually be seen the following Monday. If you sign up after hours and cannot wait until the next business day and are experiencing a medical emergency, tell your housing officer. They will contact the on-call medical staff.

2.) Instead of filling out a form for sick call, other facilities may tell you to go to a special area of the facility at a specific time every day to see medical staff for an appointment. The medical staff will evaluate you and will determine if you need to be seen that day or scheduled for an appointment on another day.

Your facility will tell you which process you will use to receive medical services.

In a health emergency, you can get care right away.

Tell your housing officer, a staff member, or anyone who can get help. If you need help communicating with the health professional, ask for an interpreter or someone who can explain things in a way you can understand.

SECOND OPINIONS

You can request a second or outside medical opinion, but you are responsible for paying for it. You or your lawyer or legal representative must send your written request to the field office director. The facility will consider security issues when it makes its decision whether to permit you to get a second opinion. Your facility may have other information about how to get care, appeal, or communicate emergency concerns about healthcare at the facility.

MEDICATIONS

Do not share medications with others. Violation of this rule may result in disciplinary action. Immediately let an officer or the medical staff know if your medicine is causing problems such as a rash, itching, breathing problems, or diarrhea. Keep your medicine with you at all times to prevent losing your medication.
MENTAL HEALTH CARE AND SUICIDAL RISK

Emotional Difficulties

It is normal to feel emotions like sadness, anxiety, nervousness, anger, and fear in this environment. It is also normal to have problems sleeping. Try to remember that you will not be in detention forever. Think about ways to keep busy, stay calm, and stay healthy. Read, talk to people, play a game, exercise, go to religious activities, or practice relaxation techniques. A medical provider can give you information on stress management.

If you have a mental health condition, like depression, or if you may be at risk for suicide, you will be treated with sensitivity and referred to an appropriate mental health professional. **Tell your housing officer right away if you are depressed, think you may hurt yourself, someone else has threatened to hurt themselves, or you want to talk to someone.** You can also communicate with ICE via the Detention Reporting and Information Line (DRIL) at 1-888-351-4024 or 9116#. You will be referred to an appropriate health professional.

MEDICAL RECORDS

You have a right to a copy of your medical records upon request. Check your facility’s local handbook to understand how you can receive a copy of your medical records while you are in custody.

If you need to release your medical record to someone else, a written request from you to the facility will allow the facility to release your private health information to another person or organization, as long as your written request includes the following information, and meets any other local requirements:

- Address of the facility that will release your medical record;
- Name of the individual or institution that will receive your information;
- Your full name, A-Number (or other facility identification number), date of birth, and nationality;
- Specific information to be released, along with dates of treatment; and
- Your signature and date.

After the release of health information, the written authorization will be retained in the health record. To request a copy of your medical records after you are released from ICE custody, you must file a Freedom of Information Act (FOIA) request with ICE. For instructions on filing a FOIA request, go to www.ice.gov/foia or call the ICE FOIA office at 1-866-633-1182.

If you stay in an ICE Health Service Corps staffed facility, you can get access to your medical records through the internet. Ask the medical staff for instructions on this process.

PRIVACY NOTICE REGARDING THE COLLECTION OF YOUR INFORMATION FOR YOUR MEDICAL CARE

What is ICE’s legal authority for collecting this information?


Why is this information being collected?

ICE is committed to protecting and promoting your health. To provide you with any necessary and appropriate medical care, ICE medical personnel will collect information about you and your medical history including health conditions you have, medications you take, and special needs you have as a result of a medical condition. This information may be collected in various ways, including through forms you complete or discussions you have with medical personnel.

How will information be used and with whom will it be shared?

ICE uses medical information to better care for you while you are in ICE custody, and to provide you with any necessary and appropriate medical care you may need. Medical health information may be used or disclosed by ICE in accordance with the routine uses listed in the DHS/ICE Alien Health Records System of Records, 80 Fed. Reg. 239 (January 5, 2015). For example, if you need medical treatment that ICE is unable to provide, ICE may send you to an outside medical provider and share relevant medical information about you with that provider so
that the provider may properly treat you. Another example may occur if you are transferred to another facility, or to the custody of another domestic or foreign government agency, or are removed to another country, medical information may be shared with that facility, agency or country for your continued care.

Your information may also be shared with federal and state reporting agencies for disease surveillance and control and with agencies that accredit ICE facilities. Your health care in this country comes at a cost to the U.S. taxpayers. The financial service center needs your medical information to make payments for your medical care and the medical providers who treat you. Finally, your medical information may be shared with the Department of Justice or with courts in the course of immigration, civil, or criminal proceedings. For more information concerning other possible disclosures or handling of your medical care information, please consult the DHS/ICE Alien Health Records System of Records, 80 Fed. Reg. 239 (January 5, 2015).

**Am I required to provide this information?**

Furnishing this information is voluntary. However, if you choose not to provide the requested information, it could have a negative impact on your care or health because ICE may not have the information it needs to properly care for you.

**NOTE:** This privacy notice is required by the Privacy Act of 1974, as amended (5 U.S.C. § 552a) and only applies to information about you collected by ICE medical personnel and placed into your ICE medical records. In instances where you receive care from non-ICE medical personnel, or at a non-ICE facility, the Privacy Act of 1974 may not apply, and your medical information may be covered by other privacy and healthcare regulations.

**SEXUAL ABUSE AND ASSAULT AWARENESS**

While in ICE custody, you have a right to be safe and free from sexual abuse and sexual assault. ICE and the facility have a zero-tolerance policy against sexual abuse and assault of anyone in ICE custody. ICE requires all facilities to have a sexual abuse and assault prevention and intervention (SAAPI) program, which includes facility procedures for reporting and investigating all incidents of sexual abuse and assault, and ensuring you are provided medical care and other services if you are victimized.

**DETENTION AS A SAFE ENVIRONMENT**

While you are detained, no one has the right to pressure you to engage in sexual acts or unwanted sexual behavior. Regardless of your age, size, race, ethnicity, sexual orientation or gender identity, you have the right to be safe from unwanted sexual advances and acts. If you feel unsafe at any time at the facility, because of threats of sexual abuse or assault, or if you are sexually abused or assaulted, you should immediately seek assistance. You will be offered immediate protection from the perpetrator and you will be referred for a medical examination, when appropriate. You will also be offered mental health services and outside victim services. Some victims may also be encouraged to receive a sexual assault forensic medical exam, which can help in criminally prosecuting the perpetrator. See the section on “Reporting allegations or incidents of sexual abuse, assault, and harassment” in this handbook for more information.

**DEFINITIONS**

**Detainee-on-detainee sexual abuse and assault**

All forms of sexual abuse and assault by a detainee against other detainee(s) are prohibited and against the law. If another detainee attempts to or forces you to engage in a sex act, touches the
sexual parts of your body, forces you to touch the sexual parts of his/her body, or uses threats or intimidations to attempt to or pressure you to engage in sexual contact, or if you did not consent or were unable to consent or refuse, it is sexual abuse.

**Staff-on-detainee sexual abuse and assault**

All forms of sexual abuse and assault against a detainee by a staff member (including contract guards, medical professionals, and volunteers) are prohibited and against the law. If a staff member has sex with you, intentionally touches you in a sexual manner, makes sexual advances or repeated sexual comments, displays his or her genitals, forces you to touch the sexual parts of their body, uses threats or intimidations to pressure you to engage in sex, or engages in voyeurism, (watching you when you are using the bathroom or changing clothes), it is sexual abuse. Staff members who attempt any these actions are also committing sexual abuse.

**Examples of sexual abuse and assault:**

- While speaking to you, a staff member or another detainee touches or caresses your buttocks;
- A staff member or detainee walks into the walk-in fridge and grabs your breasts;
- Someone threatens to rape you while you are sleeping;
- Someone forces you to have sex with them or another person to repay a debt;
- Someone offers you protection in exchange for sex; or
- A staff member or detainee offers you a privilege or a favor in exchange for sex.

**PROHIBITED ACTS**

A detainee or staff member who attempts to or commits sexual abuse or assault shall be punished administratively and may be subject to criminal prosecution. A detainee who engages in such behavior can be charged with the following Prohibited Acts under the Detainee Disciplinary Policy (DDP):

- Code 101: Sexual Assault
- Code 207: Making a Sexual Proposal or Threat
- Code 404: Using Abusive or Obscene Language
- Code 206: Engaging in a Sex Act
- Code 300: Indecent Exposure

**Relationships with Center Staff or Volunteers**

Staff, contractors, service providers and volunteers are prohibited from having sexual relationships and sexual contact with detainees. Consensual relationships are also prohibited. Facility staff and volunteers are not allowed to ask you for any type of sexual favors or have conversations with you that might lead to sexual activity.

If any staff member, contractor, service provider or volunteer tells you that they can help you stay in the United States in exchange for sexual contact or hurt your chances of staying the United States if you do not allow sexual contact, they are lying and you should report this behavior. Staff members will be criminally prosecuted for attempting to or engaging in consensual sexual contact with detainees.

**IMPORTANT!** Consensual sexual conduct between detainees is also prohibited. While consenting sex between detainees is not sexual abuse or assault, it is a violation of facility rules and subject to administrative and disciplinary action.

**AVOIDING SEXUAL ABUSE AND ASSAULT**

Sexual abuse and assault is never the victim’s fault. However, you are better protected if you carry yourself in a confident manner. Many abusers choose victims who look like they would not fight back or who they think are emotionally weak. Do not accept gifts or favors from others. Most gifts or favors come with special demands or limits the giver expects you to accept. If you fear for your safety, report your concerns to a staff member.

You should also:

- Report staff members of the opposite sex who do not announce themselves before entering a bathroom or other area;
- Report any staff member who escorts you ALONE to certain remote areas;
- Do not accept an offer from another detainee to be your protector;
- Find a staff member or medical provider with whom you feel comfortable discussing your fears and concerns;
- Do not use drugs or alcohol. These weaken your ability to stay alert and make good judgments;
- Be clear, direct, and firm. Do not be afraid to say “no” or “stop it now;”
- Choose your associates wisely. Look for people who are involved in positive activities like educational programs, work opportunities, or counseling groups. Get yourself involved in these activities if they are available at your facility; and
• Trust your instincts. Be aware of situations that make you feel uncomfortable. If it does not feel right or safe, leave the situation or seek assistance.

REPORT ALL SEXUAL ABUSE AND ASSAULTS

If you are afraid of being abused or assaulted, or if you become a victim of sexual abuse or assault, talk to someone immediately. Only if the abuse is reported can perpetrators be held accountable and subject to discipline or potentially prosecuted.

Report the incident as soon as possible

Reporting the incident as soon as possible may help you in relaying details that are still readily available. Even if the report takes place days or months later, it’s important to report the most accurate and comprehensive details, such as:

• Sequence of events, timeframe/length of events;
• What was said during the physical assault or injury;
• Any weapons used;
• Bodily fluids seen or felt; and
• Other details

NOTE: You can report a sexual abuse or assault incident verbally or in writing to facility staff, ICE/ERO personnel, DHS or ICE headquarters, or a consular official. You can also report anonymously or through a third party (such as an attorney, relative or friend). Below are some ways you can report sexual abuse and assault:

Report to the facility

Tell any trusted staff member at the facility (for example, your housing unit officer, chaplain, supervisor, officer in charge, health care provider, the designated SAAPI Compliance Manager, etc.). Your local handbook may have more information about who to contact.

File a formal grievance with the facility (including an emergency grievance)

Detainees may report sexual abuse or assault through a formal grievance. There is no time limit to submit a sexual abuse grievance. This handbook contains information on filing grievances on page 37. Your housing officer or unit supervisor can also explain how this process works.

File a written informal or formal request or grievance to ICE/ERO

There should be locked boxes at your facility for ICE requests. If you need help finding where this box is located, ask your housing unit officer. Only ICE can access the materials in these boxes. You can also write a letter reporting sexual abuse or assault to the ICE ERO Field Office Director. To ensure confidentiality, use special mail procedures (see the section on “Mail”). Your facility can give you the contact information for your local ICE office.

Report to DHS or ICE Headquarters

Contact the ICE Detention Reporting and Information Line by calling toll-free at 1-888-351-4024 or 9116#.

Contact the DHS Office of Inspector General (OIG) by calling toll-free at 1-800-323-8603 or 518#, or writing a letter to:

DHS Office of Inspector General/Mail Stop 0305
Attn: Office of Investigation Hotline
245 Murray Lane, SW
Washington, D.C. 20528-0305

Report to your consular official

Call or write to your consular official. Your facility can give you the contact information for your consulate.

Report through a Third party

Tell a third party (a relative, friend, attorney etc.) and request they contact ICE or DHS on your behalf.

Anonymous reporting

You do not have to give your name to report sexual abuse or assault, but the more information you can provide, the easier it will be to investigate what happened. Staff members are required to keep the reported information confidential and only discuss it with the appropriate officials on a need-to-know basis.

Confidentiality

If you report sexual assault or abuse, we will protect your identity and the details of your report, sharing them only with those who need the information to make decisions concerning your welfare and for law enforcement or investigative purposes. People who may need to know include but may not be limited to:

• Staff members who make decisions about your care;
• Law enforcement;
• Facility investigators;
• Sexual Assault Nurse Examiner (SANE) or Sexual Assault Forensic Examiner (SAFE); and
• Local victim service providers.

If you feel that confidentiality has been breached by facility staff, you can report it the same way you report sexual abuse, assault, or retaliation.

Safety from Retaliation

This means you cannot be subject to disciplinary action, housing changes, removal from facility programs, or other negative actions for reporting.

No one can retaliate against you for reporting sexual abuse or assault, participating in an investigation about sexual abuse or assault, or participating in sexual activity as a result of force, coercion, threats, or fear of force.

Reporting sexual abuse or assault will not negatively impact your immigration proceedings

There are many emotional and physical challenges in the aftermath of sexual abuse or assault, but reporting the crime is an important step for you to take in regaining control and seeking justice. If you experience retaliation for reporting sexual abuse or assault, participating in an investigation about sexual abuse or assault, or for engaging in sexual activity as a result of force, coercion, threats, or fear of force, you can report it in the same way that you report an incident of sexual abuse or assault.

MEDICAL CARE, COUNSELING, AND VICTIM SERVICES

The facility will help you get medical care, counseling, and victim services

You will be offered immediate protection from the perpetrator and referred for medical examination and clinical assessment at no cost to you. You do not have to name the detainee(s) or staff member who assaulted you in order for you to receive assistance, but specific information may make it easier for staff to help you. You will continue to receive protection from the perpetrator, whether or not you have identified your attacker or agree to testify against them.

Save anything that may contain the perpetrator’s DNA.

If you are a victim of sexual abuse or assault, you should make every effort to save anything that might contain the perpetrator’s DNA.

Also, do not brush your teeth, smoke, drink or eat. If you have changed clothes, it is important not to wash the clothes and undergarments that you had on at the time of the assault and to bring them with you to the medical exam.

You should not bathe or shower, use the restroom, change clothes, comb your hair, clean up the scene where the incident occurred, or move anything the perpetrator may have touched.

Receiving medical attention

Immediately after a sexual abuse or assault incident, it is important that you receive medical attention, regardless of your decision to participate in a criminal investigation. For your health and self-protection, it is important to be checked and treated for possible injuries, even if none are visible. You have a right to accept or decline any or all parts of the medical evaluation and treatment. This includes testing for HIV and other sexually transmitted infections (STIs), as well as receiving preventative treatments, such as medications to prevent STIs, pregnancy (if applicable), and to protect against HIV transmission. You are also entitled to ongoing medical care as needed. You have the right to have a victim advocate with you during all medical evaluations and treatments involved with a sexual abuse or assault incident. See the section below on “Mental Health and Victim Services” for more information.

Sexual assault forensic exams

In addition to receiving medical attention, some victims will also be encouraged to receive a sexual assault forensic medical exam. This exam is important because preserving evidence can be key to criminally prosecuting the perpetrator. You have a right to accept or decline any or all parts of the exam.

It is important to remember, however, that critical evidence may be missed if not collected or analyzed. It is also important to bring with you to the medical exam the clothes and underwear that you had on at the time of the assault. If the facility staff has these items, let the examiner know.

Sexual assault forensic medical exam

A sexual assault forensic medical exam will be performed at a hospital or other healthcare facility, by a SANE, SAFE or another medical professional. SANE and SAFE medical staff are specially trained to examine and treat people who have been sexually abused. This exam is complex and on average, takes three (3) to four (4) hours.
To start, the medical professional will write down your detailed health history. Next the examiner will conduct a head-to-toe, detailed examination and assessment of the entire body (including an internal examination). This may include collection of blood, urine, hair, and other body secretion samples, photo documentation of injuries, and collection of clothing. Finally, the medical examiner will speak about treatment for sexually transmitted infections to which victims may have been exposed during the assault and for female victims, pregnancy risk evaluation and care. The facility or center will follow up to ensure that any additional treatments, counseling, medical care, or victims’ services are provided.

**Mental health and victim services**

You are entitled to mental health services and ongoing care, as appropriate, including counseling and access to outside victim services. At your request, the facility staff will put you in touch with a victim advocate. Victim advocates and crisis intervention services are available to help you cope and prepare you for any long-term processes. These might include criminal investigation, sexual assault forensic medical exam, emotional and physical reactions after an assault, etc., and your presence during the forensic medical exam or investigative interviews. A professional will also help you build on your strengths and identify your support network, problem solve, communicate to the facility any additional referrals you may need (psychological, medical, legal) for additional support and information, help with any immigration relief support specific to the incident, and help you if you are released from ICE custody.

**UNDERSTANDING THE CRIMINAL JUSTICE PROCESS**

When you report a sexual abuse or assault incident the facility and/or an appropriate law enforcement agency will conduct an investigation. Reporting sexual abuse or assault is an important step. It can help you with evidence collection (as discussed above) and recovery. Just by reporting the incident, you may have a good start to recovering and feeling more in control of your life. You have the right to have a victim advocate with you during all investigatory interviews. While there is no way to change what happened, you can seek justice and prevent the perpetrator from committing another sexual abuse or assault. Your report of sexual abuse or assault does not affect your immigration case.

**The purpose of investigation**

The purpose of the facility and/or the criminal investigation is to determine the nature and extent of the sexual abuse or assault incident. The law enforcement officer or facility investigator will document a written report and assign a tracking number to the allegation.

**The interview(s)**

The interview(s) may take several hours, depending on the circumstances of the case. Some questions may feel intrusive, and the officer or investigator may interview you more than once. The extensive questioning isn’t because the officer or investigator does not believe you; it is their job to get an accurate, detailed account of what happened. If you request, you can have your victim advocate present during the interview.

**Reporting the incident/choosing to press charges**

You may choose not to immediately press charges following the facility’s report to law enforcement. While there is no barrier to reporting the incident, even months afterwards, informing the facility and triggering the investigation as soon as possible will allow for the strongest evidence to be brought to light. Also, this will help the facility protect other detainees who may be in danger of abuse. If criminal charges are filed, it will be presented for prosecution. Not all cases will be accepted for prosecution based on evidence available and resources.

Additionally, there are certain circumstances in which the prosecutor will move forward with charges based solely on the evidence presented. For example, cases involving incidents of sexual abuse or assault may be pursued by the prosecutor regardless of your decision to be involved in the investigation. If the case does in fact go to trial, you will be generally asked to testify. It is important for you to discuss any concerns you have with the prosecutor (or your attorney) or a victim advocate.

**Investigation completion**

When an investigation has been completed, it will be closed as substantiated, unsubstantiated, or unfounded. You will receive a written notification from ICE with results of the investigation and responsive actions taken.

- **Substantiated** means that the facts and evidence prove that the incident occurred;
- **Unsubstantiated** means that the facts and evidence were insufficient to make a determination as to whether or not the incident occurred; and
- **Unfounded** means that the facts and evidence prove that the incident did not occur.
Understanding your reactions

Being victimized can violate your sense of safety and trust. You may feel shock, anger, and anxiety and it is normal to experience feelings of embarrassment, anger, guilt, panic, depression, and fear for several months or even years after the victimization. It is also normal to experience a variety of physical reactions from changes in eating and sleeping patterns to nightmares or flashbacks. These reactions can cause you to become withdrawn. It is also common to feel powerless or depressed. Whatever your reactions or fears, it is important to understand that you are not to blame and that these reactions are normal.

Help is available

The facility and ICE will help you get support and offer resources specific to your needs. Emotional support is available from the facility’s mental health and medical staff and from the chaplains.

Also, at your request, facility staff will put you in touch with a local community service provider or victim advocate (see “Mental Health and Victim Services” for more information).

Sexual abuse and assault can happen to anyone. Sexual abuse and assault is not about sex; it is about power and control. All reports are taken seriously. Your safety and the safety of others is the most important concern. For everyone’s safety, you are encouraged to report all incidents, threats, or assaults.

HUMAN TRAFFICKING

You or someone you know may be a human trafficking victim if you were forced or coerced (pressured) into work or prostitution, and/or your passport or other identification was taken away and held by someone, and/or you were threatened when trying to leave a job, and/or were told you could not leave a job until you paid off a “debt” by working for them. The work could be legal or illegal, such as in factories, construction, agriculture, restaurants, hotels, massage parlors, housekeeping, janitorial services, or prostitution. Even if you entered the country illegally, you could still be a human trafficking victim.

If you believe you are a human trafficking victim, know of someone who may be a victim, or know someone who is forcing others to work or into prostitution, the U.S. government wants to help by protecting victims of human trafficking, and stopping traffickers.

Report Human Trafficking

You may report information about human trafficking, including information about human trafficking occurring outside of the detention facility.

Below are some ways you can make a report:

To ICE ERO

Talk to an ICE officer, or send a written request to ICE. You may write your request on a blank piece of paper or ask your housing officer for a detainee request form.

To Facility Medical Staff

Talk to Medical Staff at your facility.

To ICE Headquarters

Contact the ICE Detention Reporting and Information Line (DRIL), toll-free, at 1-888-351-4024 or 9116# or 711 from a TTY machine.

To the Homeland Security Investigations Tip Line

1-866-DHS-2-ICE (1-866-347-2423) or 711 from a TTY machine.

To the National Human Trafficking Hotline

The National Human Trafficking Hotline is operated by a nongovernmental organization and funded by the Federal Government:1-888-373-7888 or 711 from a TTY machine.

QUESTIONS, REQUESTS, AND GRIEVANCES

This section of the handbook explains what to do if you have a question, request or problem; how to file a grievance; and what happens when you file a grievance.

QUESTIONS, REQUESTS, AND INFORMAL COMPLAINTS

If you have a question, request, concern, complaint, or want more information about the facility’s rules, you may ask a staff member at the facility, talk to an ICE officer, or send a written request to the facility or directly to ICE.
How do I make a request in writing?
You may write your request on a blank piece of paper or ask your housing officer for a detainee request form. See below for how to file a grievance.

What is a detainee request form?
It is a form you can fill out to make a request or informal complaint to the facility or ICE staff. If you need help filling out the detainee request form, you may ask another detainee, your housing officer, or other staff member at the facility.

IMPORTANT! The detainee request form is an informal request. It is not the same as a grievance. If you would like to pursue a formal complaint, you may file a grievance.

Will my request be private?
Yes, you may put your request in an envelope and seal it. The staff – not other detainees – will deliver it promptly. The staff will not read or change the request.

Who will read my request?
You decide where you want your request to go. Write the name, title, or office where you want it delivered on the envelope.

How do I send my request?
Put your request in the locked drop-box at your facility. The facility faxes or forwards these forms to the ICE officer in charge of your case at least twice a week.

When will ICE respond to my request?
ICE will typically respond to your request within three (3) business days.

HOW TO FILE A GRIEVANCE OR FORMAL COMPLAINT
If you have a problem, first try talking to an officer or other staff member. He or she will try to solve the problem informally. If you do not feel comfortable talking to an officer or other staff member, or if talking has not helped solve the problem, you may file a formal grievance. At some facilities, you may also pursue a formal grievance at the same time as you try to resolve the problem informally. Check your facility’s local handbook about when you can file a grievance.

To file a grievance or formal complaint, follow these steps:
1) Ask your housing officer for a grievance form;
2) Fill out the grievance form and then give it to your housing officer;
3) You may keep your grievance private by sealing it in an envelope available from the housing officer;
4) Your grievance form will be sent to the grievance officer (GO); and
5) The GO will give you a written or oral response within five (5) days of receiving your grievance.

EXCEPTION: At some facilities, if your complaint is about a medical problem, your grievance form will be sent directly to the medical staff, and kept confidential. Please check your local handbook.

If I disagree, can I appeal the GO’s decision?
You can file a written appeal with a grievance appeals committee, usually called a Grievance Appeal Board (GAB) or Detainee Grievance Committee (DGC). The GAB or DGC will meet to review your complaint. None of the committee members can be an officer or staff member who are named in the complaint, already reviewed your complaint, or helped you write your complaint.

When the GAB or DGC meet, they may call witnesses, look at evidence, and gather facts needed to decide your case fairly.

The GAB or DGC will ask you to go to the meeting so you can tell your story; answer questions and respond to any evidence or testimony that conflicts with yours. The GAB or DGC may let you meet with them over the phone. You will receive a decision in writing within five (5) days after receiving your appeal. The decision will explain the reasons why the decision was made.

If I disagree, can I appeal the GAB or DGC decision?
If you lose your appeal with the GAB or DGC, you may be able to appeal the decision to the facility administrator. Check your facility’s local handbook about this.

Can I file a complaint for someone else?
No, but another detainee or someone on the staff can help you prepare and file your complaint.

IMPORTANT! Even if you need someone to help you, you must adhere to all of the deadlines.
Will I be treated differently if I file a complaint?

No, you cannot be harassed, punished, or disciplined because you made a complaint. If you believe that you have been retaliated against because you filed a complaint, contact the GO or the facility administrator immediately.

Will my complaint stay in my file?

Yes, a copy of your complaint stays in your detention file for three years.

What if I have an emergency grievance?

Your facility will have its own procedures to handle emergency grievances which impact your life, health, and safety. Contact the GO or the facility administrator immediately if you have a complaint that involves an immediate threat to your health or safety.

Where else can I send a complaint?

You can communicate your problems to the ICE Detention Reporting and Information Line (DRIL). The DRIL is toll-free and is available Monday through Friday, from 8am to 8pm Eastern Time, at 1-888-351-4024, via the pro-bono network at 9116#, or 711 from a TTY machine. Trained operators are available for individuals in the public and for those currently in ICE detention. DRIL information posters (English and Spanish) are posted in detention facility housing pods. Language assistance is also available.

You may call to:

• Obtain basic immigration case information;
• Obtain numbers for free legal service providers and information about whether there are Legal Rights Group Presentations at your facility;
• Report an incident of sexual or physical assault or abuse;
• Report serious or unresolved problems at your facility;
• Report that you are a victim of human trafficking or information about human trafficking occurring outside of the facility;
• Report that you have a serious mental disorder or condition. If you believe the disorder or condition impacts your ability to represent yourself or participate in an immigration court case, you should also notify the immigration judge; or
• Let ICE know that your immigration detention separated you from your minor child who is dependent on you.

Where can I report staff misconduct?

If you think the staff mistreated or abused you, or violated your civil rights, you can file a complaint with DHS for free by email, phone or mail.

Contact the DHS Office of Inspector General (OIG)

• Call: 1-800-323-8603
• TTY: 1-844-889-4357
• Fax: 1-202-254-4297
• Mail:
  
  DHS Office of Inspector General/Mail Stop 0305 Attn: Office of Investigations Hotline 245 Murray Lane, SW Washington, D.C. 20528-0305

Contact the DHS Office for Civil Rights and Civil Liberties (CRCL)

• Email: CRCLCompliance@hq.dhs.gov
• Mail:
  
  Office for Civil Rights and Civil Liberties U.S. Department of Homeland Security Compliance Branch, Mail Stop #0190 2707 Martin Luther King, Jr. Ave., SE Washington, DC 20528-0190

You can also contact the DHS Joint Intake Center (JIC) with allegations of staff misconduct or with allegations of sexual assault by a staff member or by another detainee.

• Call: 1-877-2INTAKE or 711 from a TTY machine
• Fax: 1-202-344-3390
• Email: Joint.Intake@dhs.gov
• Mail:
  
  P.O. Box 14475 1200 Pennsylvania Ave., NW Washington, D.C. 20044

RECORDS

This part of the handbook explains what records and files ICE keeps about you.

What files are there about me?

ICE keeps your A-File, detention file, and medical records.

What is in my A-File?

Your A-File has a summary of all legal actions in your case, and may include your:
• ID cards;
• Photos;
• Passports;
• Criminal history; and
• Immigration history and related documents.

What is in my Detention File?

Your Detention File has your:
• Booking record;
• Classification worksheet;
• Discipline records from the facility;
• Behavior reports;
• Receipts for your money and other property;
• Written requests, complaints, and other issues;
• U.S. government documents; and
• Special housing unit records.

If you would like a copy of a document or documents from your A-File, detention files, or medical record, ask your ICE officer or facility staff. If you want another person to get a copy of those documents, you will need to provide written consent.

Who keeps my records?

ICE keeps your A-File. The facility or ICE has your detention and medical files.

FACILITY RELEASE

If you are released from ICE custody, you should expect the following before you leave:

Legal obligations

You should review all your legal paperwork, and understand the conditions of your release and the date and location of your next court appearance, if you have one. You can call the Executive Office for Immigration Review (EOIR) at 1-800-898-7180 or 711 from a TTY machine if you are unsure of your next court date.

Phone calls

You may make one free phone call to help you make travel arrangements.

Release time and travel arrangements

You should be released from the facility at a reasonable time of day, which could include the early evening hours. If a friend or family member cannot pick you up at the facility, ask staff at the facility or an ICE officer to arrange for your transportation to a public transportation location, such as a bus station, airport, or train.

Property and clothing

You will be given back your property, including the clothes you wore when you arrived. These will be listed on the receipt you received when you arrived. Make sure to check your receipt. If you did not receive all of your property, ask a facility staff member for a missing property form. If your clothing is not appropriate for the weather outside, ask a facility staff member or ICE officer for weather appropriate clothing.

Medical

If you received medical care while in detention, you will be given medical paperwork. This may include your medical record, a summary of the healthcare you received during your stay at the facility, or instructions or referrals for follow-up care for medical conditions. If you received medication while in detention, you may also be given a supply of the medications you have been taking.

Local community service organizations list

Ask a staff member or an ICE officer if your facility has a list of local community service organizations that may help you with legal, medical, housing, or other social services upon your release. Not every facility has a list of local organizations.

IMPORTANT! If you do not receive the information and items listed above, please tell a facility staff member or an ICE officer as soon as possible, and before you leave the detention facility.

POSTINGS AND NOTICES

The following pages include some facility postings and notices with which you should make yourself familiar.
If you don’t understand, please ask for assistance.

If you don’t speak or understand English, or cannot read or write English, an interpreter will be provided to you for free for medical and ICE or detention-related matters.

Spanish
Si no entiende, por favor pida ayuda. Si usted no habla o entiende inglés, o no puede leer o escribir inglés, se le proporcionará un intérprete sin costo alguno para cuestiones médicas y del ICE o relacionadas con la detención.

Chinese
如果你听不懂，请寻求帮助。如果你不会说或听不懂英语，或者，无法阅读或书写英语，则将免费为您提供口译服务，以解决医疗及ICE（移民及海关执法局）或拘留方面的问题。

Russian
Если Вы не понимаете, обратитесь за помощью. Если вы не говорите и не читаете по-английски, в ситуациях, касающихся медицинского обслуживания или Вашего содержания в учреждениях иммиграционной службы ICE, вам будут предоставлены бесплатные переводческие услуги.

Portuguese
Caso não compreenda, por favor, peça ajuda. Caso não fale ou não compreenda inglês, ou não saiba ler ou escrever em inglês, receberá gratuitamente a assistência de um intérprete para assuntos relacionados à Polícia de Imigração e Alfândega dos Estados Unidos da América (ICE), detenção ou médicos.

Arabic
إذا لم تفهم، يرجى طلب المساعدة. إذا كنت لا تتكلم أو تفهم الإنكليزية، أو لم تكن يقرأ أو تكتب الإنجليزية، سيتم تدريب مترجم لك منهم للسماح بعلاقة قوانين الهجرة والجحاف أو الأحجار.

Punjabi
ਤੇ ਕੰਠ ਵਾਲੇ ਮਸ਼ਹਰ, ਵਿਖੱਤ ਕੰਠ ਦੇ ਲਗਧ ਦੀ ਮੰਗ ਕੇ। ਤੇ ਕੰਠ ਵਾਲੇ ਮਸ਼ਹਰ, ਤੇ ਅੰਗ੍ਰੇਜ਼ੀ ਦੇ ਦੁਖ ਮਸ਼ਹਰ ਨੇ ਕੰਠ ਵਾਲੇ ਦੁਖ ਮਸ਼ਹਰ, ਤੇ ਅੰਗ੍ਰੇਜ਼ੀ ਦੇ ਦੁਖ ਮਸ਼ਹਰ, ਤੇ ਅੰਗ੍ਰੇਜ਼ੀ ਦੇ ਦੁਖ ਮਸ਼ਹਰ.

Creole
Si ou pa konprann, silvouli mende pou yo ede w. Si ou pa pale oswa ou pa konprann angl, oswa ou pa ka li oswa ekri nan lang angl, yo pral ba w yon anterpre, san ou pa peye, pou zafé ki gen relasyon ak koze medikal epi ak ICE.

French
Si vous ne comprenez pas, demandez de l’aide. Si vous ne parlez ni comprenez l’anglais, ou si vous ne pouvez ni lire ni écrire anglais, pour des questions médicales ou des questions liées à ICE ou à la détention, un interprète vous sera fourni.

Hindi
यदि आपको समझ में नहीं आता है, तो कृपया सहायता के लिए पूछें। यदि आप अंग्रेज़ी में वोल्ट या समझते हैं, या अंग्रेज़ी पढ़ या लिख नहीं सकते हैं, तो एक हिंदी समथा आपके मुख्य अधिकारियों व आईजीएसो कुर्सियों द्वारा साधारण मामलों के लिए प्रदान किया जाएगा।

Bengali
বিশ্বাস নেও তা বুঝানো যেতে পারেন, তবে দুধ করে সাহায্য চাইবেন। যদি আপনি ইংরাজি বুঝতে না পারেন অথবা বুঝতে পারেন, তবে আপনি একজন অনুবাদক বা সহকারী দেখতে হবে যেন আপনার সাহায্যে এবং আইইএস মুখ্য অধিকারী বা যে সহকারী দেখতে হবে যেন আপনাকে আকर্ষণ করা হয় না।

Vietnamese
Nếu quý vị không hiểu, xin vui lòng yêu cầu trợ giúp. Nếu quý vị không nói tiếng Anh, hay không thể đọc hay viết tiếng Anh, một thông dịch viên sẽ được cung cấp cho quý vị miễn phí cho y tế và Sở Địa Trữ hay các vấn đề liên quan đến gi Lamar.

Tamil
உங்கள் குறிப்பிடல் பயன்படுத்துவதற்கு காரணமாக இந்த செய்தியின் காட்சியை கேட்டு கொள்ளாதீர். இலங்கையில் உள்ளது முக்கியமான மொழியில் ICE எல்லைகள் தர்க்கத்தை விளக்கும் ஆக்கத்தின் வழியாக புதிய குறிப்பிட்டு செய்தியை வெளியிட்டது.

Romanian
Dacă nu împreună, se cere ajutor. Dacă nu vorbiți sau nu împreună limba engleză, sau nu puteți să citiți sau să scrieți în limba engleză, vă se va oferi un traducător/interpreter pe gratuit care să vă ajute pentru problemele medicale, cele în legătură cu ICE (imigrație) sau cu centru de detenție.

Serbo-Croatian
Ako ne razumijete, molimo da zahtijevate pomoć. Ako ne govorite ili ne razumijete engleski ili ne možete čitanati ili pisati na engleskom, besplatne usluge prevodioca će Vam biti osigurane za medicinska i imigracijska pitanja kao i pitanja koja se tiču Vašeg pritvaranja.

Korean
이해하는 데 어려움이 있으시다면 도움을 요청하십시오. 영어를 구사하거나 이해하지 못하신다면, 흔히 읽고 쓰기가 불가할 경우, 의료와 이민 세관 단속국 혹은 구역 경계 문제에 관련된 통역이 무료로 제공됩니다.
ICE Has ZERO TOLERANCE for Sexual Abuse & Assault

REPORT AN INCIDENT AND GET HELP:

NOTIFY A STAFF PERSON | TELL AN ICE OFFICIAL | CALL THE TOLL FREE NUMBERS BELOW

1-888-351-4024 or 9116#
ICE’s Detention Reporting and Information Line

1-800-323-8603 or 518#
DHS Office of Inspector General
(You Can Call Anonymously)

At this facility, contact:

Report Sexual Assault Now
بلغ عن الاعتداء الجنسي الآن
即刻举报性侵犯事件
Rapportez les agressions sexuelles
Denonse agresyon seksyèl touswit
Denuncie crimes sexuais agora
Báo cáo cưỡng hiếp tình dục ngay lập tức
Reporte la agresión sexual ahora
ICE Tiene CERO TOLERANCIA para Abuso Sexual y Agresión

REPORTE UN INCIDENTE Y RECIBA AYUDA:
NOTIFIQUE AL PERSONAL | DIGALE A UN OFICIAL DE ICE | LLAME A NUESTROS NUMEROS GRATUITOS

1-888-351-4024 o 9116#
Línea de reportes e información de detención de ICE

1-800-323-8603 or 518#
Oficina del Inspector General de DHS (Usted Puede Llamar Anónimamente)

En estas instalaciones, contacte a:

Reporte la agresión sexual ahora
بلغ عن الاعتداء الجنسي الآن
即刻举报性侵犯事件
Rapportez les agressions sexuelles
Denonse agresyon seksyèl touswit
Denuncie crimes sexuais agora
Báo cáo cưỡng hiếp tình dục ngay lập tức
Report Sexual Assault Now
How to Report Sexual Abuse and Assault

If you feel at risk of being victimized, or if you become a victim of sexual abuse or assault, report the incident immediately. There are many options for reporting. Your ICE Detainee Handbook has more information about each of these:

**Anonymous Reporting**

You do not have to give your name to report a sexual abuse or assault. You can choose to report anonymously to the Detention Reporting and Information Line (DRIL) or the DHS OIG. You can also have somebody else report on your behalf to the facility, ICE Headquarters, or the OIG.

**Will this Impact my Immigration Case or Detention?**

Any report of sexual abuse, or fear of being abused or assaulted, will not negatively affect your immigration case. No one can retaliate against you in any way for reporting sexual abuse or assault.

**Confidentiality**

Information concerning your identity and the facts of your report will be limited to only those who need to know.

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**Report to the Facility**

1. Tell any trusted staff member at the facility.
2. File an informal or formal grievance (including an emergency grievance) with the facility.

**Report to the ICE Field Office**

3. Tell any ICE/ERO staff member who visits the facility.
4. File a written informal or formal request or grievance to ICE/ERO.

**Report to DHS or ICE Headquarters**

5. Contact the ICE Detention Reporting and Information Line: 1-888-351-4024 or 9116#. Language assistance is available.
6. Contact the DHS Office of Inspector General (OIG):

   Write a letter to:
   
   **DHS Office of Inspector General**
   
   Attention: Office of Investigations Hotline
   245 Murray Drive, SW
   Building 410/Mail Stop 0305
   Washington, DC 20528

   Call the toll-free hotline at:
   
   1-800-323-8603 or 518#

**Report to Your Consular Official**

7. Call or write to your consular official.

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**This pamphlet is intended to be distributed as a tri-fold brochure.**
What is Sexual Abuse and Assault

Detainee-on-detainee sexual abuse and assault:
All forms of sexual abuse and assault by a detainee against another detainee(s) are prohibited. If another detainee forces you or tries to force you to engage in a sex act, touches the sexual parts of your body, forces you or tries to force you to touch the sexual parts of their body, or uses threats or intimidations to pressure you to engage in sex, it is sexual abuse.

Staff-on-detainee sexual abuse and assault:
All forms of sexual acts between a detainee and a staff member (including contract guards, medical professionals, and volunteers) are prohibited and against the law, regardless of whether they are consensual. If a staff member tries to or actually does have sex with you, intentionally touches you in a sexual manner, makes sexual advances or repeated sexual comments, displays his or her genitals, or engages in voyeurism, it is sexual abuse.

If You Are a Victim of Sexual Abuse or Assault

Whatever your reactions or fears, it is important to understand that you are not to blame. Sexual abuse can violate your sense of safety and trust. You may feel shocked, angry, anxious, depressed, or guilty. You may also experience a variety of physical reactions, from changes in eating and sleeping patterns to nightmares or flashbacks. These reactions are normal, and help is available. The facility and ICE will help you get support and offer resources specific to your needs.

What Support Can You Expect from ICE and the Facility

You will be offered immediate protection from the perpetrator and you will be referred for a medical examination, when appropriate. You will also be offered mental health services and outside victim services. Some victims may also be encouraged to receive a sexual assault forensic medical exam, which can help in criminally prosecuting the perpetrator.

How Will Reports be Investigated?

When you report a sexual abuse or assault incident the facility and/or an appropriate law enforcement agency will conduct an investigation. You may be asked to participate in an interview to gather information. ICE will inform you of the result of any investigation once it is completed.

There is a difference between reporting the incident and choosing to press charges. You may choose not to immediately press charges, but you can always decide to do so later. If criminal charges are filed, it will be presented for possible prosecution. It is important for you to discuss any concerns you have with the prosecutor (or your attorney) or a victim advocate.

How Can I Protect Myself from Sexual Abuse or Assault?

Sexual abuse and assault is never the victim’s fault. Knowing the warning signs and red flags can help you stay alert and aware:
1. Report concerns.
2. Carry yourself in a confident manner. Many abusers choose victims who look like they would not fight back or who they think are emotionally weak.
3. Do not accept gifts or favors from others. Gifts or favors can come with demands or terms that the giver expects you to accept.
4. Do not accept an offer from another detainee to be your protector.
5. Find a staff member with whom you feel comfortable discussing your fears and concerns.
6. Do not use drugs or alcohol; these can weaken your ability to stay alert and make good judgments.
7. Be clear, direct and firm. Do not be afraid to say “no” or “stop it now.”
8. Choose your associates wisely. Look for people who are involved in positive activities like educational programs, work opportunities or counseling groups. Get yourself involved in these activities, if they are available at your facility.
9. If you suspect another detainee is being sexually abused or assaulted, report it using one of the methods listed in this pamphlet.
10. Trust your instincts. Be aware of situations that make you feel uncomfortable. If it does not feel right or safe, leave the situation or seek assistance. If you fear for your safety, report your concerns to staff.
Como Reportar un Abuso o una Agresión Sexual

Si usted se siente a riesgo de ser victimizado o si usted se convierte en una víctima de abuso o agresión sexual, reporte el incidente inmediatamente. Hay muchas opciones para reportar. Su Manual para los Detenidos de ICE contiene más información acerca de éstas:

Reportéelo al Centro
1. Dígáselo a cualquier empleado de confianza del centro.
2. Entregue una queja formal o informal (incluyendo una queja de emergencia) en el centro.

Reportéelo a la Oficina Regional de ICE
3. Dígáselo a cualquier empleado de ICE/ERO que visite el centro.
4. Entregue una petición o queja informal o formal a ICE/ERO.

Reportéelo a las Oficinas Centrales de DHS o ICE
6. Contácte la Oficina del Inspector General de DHS (OIG por sus siglas en inglés):
   - Envíe una carta a:
     DHS Office of Inspector General
     Attention: Office of Investigations Hotline
     245 Murray Drive, SW
     Building 410/Mail Stop 0305
     Washington, DC 20528
   - Llame gratuitamente a la línea de asistencia: 1-800-323-8603 o 5186

Reportóelo a su Oficial Consular
7. Llame o escribale a su oficial consular.

Reportar Anónimamente

Usted no tiene que dar su nombre para reportar un abuso o asalto sexual. Usted puede elegir reportar anónimamente a la Línea de información y denuncias del Centro de Detenciones del ICE (DRIL) o al DHS OIG. Usted también puede hacer que otra persona lo reporte por usted a las Oficinas Centrales de ICE o al OIG por usted.

¿Esto impactará mi caso de inmigración o detención?

Cualquier reporte de abuso sexual o temor de ser abusado o agredido no afectará negativamente su caso de inmigración. Nadie podrá tomar ninguna represalia en contra de usted por haber reportado un abuso o una agresión sexual.

Confidencialidad

La información concerniente a su identidad y los hechos de su reporte serán limitados a quienes necesiten saberlos.

*Para más información sobre este tema, por favor lea el Manual para los detenidos de ICE o pregúntele a un empleado de confianza del centro.**
¿Qué es el abuso y la agresión sexual?
Abuso y agresión sexual por parte de un detenido hacia otro detenido:
Todos los tipos de abuso y agresión sexual por parte de un detenido hacia otro detenido son prohibidos. Si un detenido lo fuerza o intenta forzarlo a participar en cualquier acto sexual, le toca las partes sexuales del cuerpo, lo fuerza a tocarle las partes sexuales de su cuerpo, o usa amenazas o intimidación para presionarlo a participar en relaciones sexuales, eso es un abuso sexual.

Abuso o agresión sexual por parte de un empleado hacia un detenido:
Todos los tipos de actos sexuales entre un detenido y un empleado (incluyendo los guardias contratistas, profesionales médicos y voluntarios) son prohibidos y contrarios a la ley, aún si son con consentimiento. Si un empleado intenta o logra tener sexo con usted, intencionalmente lo toca en una manera sexual, le hace proposiciones sexuales o comentarios sexuales repetidos, le muestra su área genital o participa en voyeurismo, es un abuso sexual.

Si usted es una víctima de abuso o agresión sexual
Cualquiera que sean sus reacciones o temores, es importante que entienda que no es culpable. El abuso sexual puede violar su sentido de seguridad y confianza. Puede ser que usted se sienta ofendido, bravo, ansioso, dramiento o culpable. Puede ser que usted también experimente una variedad de reacciones físicas, desde cambios en sus hábitos de comer y dormir hasta pesadillas y flashbacks. Estas reacciones son normales y hay ayuda disponible. El centro y ICE le ayudarán a conseguir apoyo y ofrecen recursos específicos para sus necesidades.

¿Qué apoyo puede esperar de ICE y su centro?
Se le ofrecerá protección inmediata del culpable y usted será referido para un examen médico, cuando sea apropiado. También se le ofrecerán servicios de salud mental y servicios externos para las víctimas. A algunas víctimas también se les recomendará que reciban un examen de medicina forense de abuso sexual, lo cual puede ayudar a procesar legalmente a los culpables.

¿Cómo se investigarán los reportes?
Cuando usted reporte un incidente de abuso o agresión sexual, el centro y/o una agencia adecuada del cumplimiento de la ley realizará una investigación. Puede ser que se le pida que participe en una entrevista para colectar información. ICE le informará el resultado de cualquier investigación una vez que ésta haya terminado.

Hay una diferencia entre reportar el incidente y elegir poner cargos. Puede ser que usted elija no poner cargos inmediatamente, pero usted siempre podrá decidir hacerlo luego. Si se formulan cargos criminales, se presentarán para un posible enjuiciamiento. Es importante que usted discuta cualquier preocupación que tenga con el fiscal (o su abogado) o un defensor de víctimas.

¿Cómo puedo protegerme del abuso o la agresión sexual?
El abuso y la agresión sexual nunca son culpa de la víctima. El conocer las señales de alerta y actitudes sospechosas pueden ayudarle a mantenerse alerta y consciente:
1. Reporte sus preocupaciones.
2. Compórtese con firmeza. Muchos abusadores eligen víctimas que lucen como que no se defenderán o que ellos perciben como débiles.
3. No acepte regalos o favores de otros. Los regalos o los favores pueden venir con demandas o términos con los cuales el donante espera que usted cumpla.
4. No acepte una oferta por parte de otro detenido para ser su protector.
5. Busque un empleado con el cual usted se sienta cómodo discutiendo sus temores y preocupaciones.
7. Sea claro, directo y firme. No tema decir “no” o “pare ya”.
8. Elija cuidadosamente sus asociados. Busque personas que estén involucradas en actividades positivas como los programas educacionales, oportunidades de empleo o grupos de asesoramiento. Invólcarse en estas actividades, si están disponibles en su centro.
9. Si usted sospecha que otro detenido está siendo abusado o agredido sexualmente, repórteselo usando uno de los métodos listados en este panfleto.
10. Confíe en sus instintos. Esté consciente de situaciones que lo hacen sentirse incómodo. Si no se siente bien o seguro, apártese de la situación o busque asistencia. Si teme por su seguridad, repórtelo sus preocupaciones a un empleado.
البلاغ دون الكشف عن الهوية
ليس عليك أن تعطي إسمك للإبلاغ عن إساءة جنسية أو إساءة.
يمكنك أن تخطر الإبلاغ عن أي عنصر قانوني جنسي لا يلقى اتهامًا في منشأة الإعتقال (DRIL) أو الإصلاحية بqrstoe oq*nru نونولتي. إذا يمكنك أن تخطر من شخص آخر أن يلبس بالاختراق عن المنشأة أو مركز وكالة إنفاذ قوانين الهجرة والجمارك أو مكتب المثلك.

هدف جل المثير للإعتراض، أو أخبار؟
إذا تقرر عن إساءة جنسي أو الغضب عن ممارسة الإساءة أو الإعتداء، لن يكون هناك أي تصريح للإعتراض. لا يمكنك أن تتم تلك الإرادة من الأشخاص البائغين عن الإساءات أو الإعتداءات الجنسية.

الخصوصية:
نلتزم بتخزين المعلومات المتعلقة بهيكل وحقوق تقرير على الأشخاص الذين يحتاجون إلى معرفتها فقط.

الإبلاغ على مدار الساعة والأمان الوطني، وكالة إنفاذ قوانين الهجرة والجمارك
الإبلاغ مكثه وأعمال الإعتقال.
أبشر أي موظف موثوق به في المنشأة.
1. لا ينطبق أي رسمة أو رسوم (ما في ذلك شكرته) على المنشأة.
2. إذا تم تخريط مواقع على الأساطير، أو رسوم، كائنك إلى وكالة إنفاذ قوانين الهجرة والجمارك.

إبلاغ مكثف و وكالة إنفاذ قوانين الهجرة والجمارك
أبشر أي موظف موثوق به في المنشأة.
3. إذا تم تخريط مواقع على الأساطير، أو رسوم، كائنك إلى وكالة إنفاذ قوانين الهجرة والجمارك.
4. إذا تم تخريط مواقع على الأساطير، أو رسوم، كائنك إلى وكالة إنفاذ قوانين الهجرة والجمارك.

إبلاغ مفترق مسار و آليات الإعتقال.
الإبلاغ عن ممارسات مماثلة في منشأة الإعتقال.
5. إذا تم تخريط مواقع على الأساطير، أو رسوم، كائنك إلى وكالة إنفاذ قوانين الهجرة والجمارك.
6. إذا تم تخريط مواقع على الأساطير، أو رسوم، كائنك إلى وكالة إنفاذ قوانين الهجرة والجمارك.

اءبالة، الرسالة إلى:
DHS Office of Inspector General
Attention: Office of Investigations Hotline
245 Murray Drive, SW
Building 410/Mall Stop 0305
Washington, DC 20528

أسأل باللغة الإنجليزية المجلية على:
#518-1-800-322-8603

أبلغ المسؤول القانوني الخاص بك، أو أكبز رسالة له.
كيف يمكنك حماية نفسك من الإساءة أو الاعتداء الجنسي؟

إن الإساءة الجنسية والإساءة الجنسي ليس من خطأ ضحية على الإطلاق. يمكن أن تساعدك معرفة علامات التنبؤ والإشارات التحذيرية على الوقاية حذراً وتنبيهاً:

1. بلغ عن المضايقة.
2. تصرف مسيئ وقليل. إن الاندية التي تشعر أنك قد يزعجك، من أنفسك أو أنه يشعران أنهم يشعرون أنفسهم من الفاحشة، قد يكونوا الحالة.
3. لا تقبل الهدايا أو الخدمات من الآخرين. يمكن أن تأتي الهدايا أو الخدمات مع طلبات أو شروط تقول متى تقدم الخدمات.
4. لا تقبل عرضاً من معتل آخر ليومك الحمالة.
5. ابحث عن موقف يشعرك بالراحة لطيفًا، مهترئ، أو شرير. إنك قد تشعر بالصدمة أو الخوف، وقد تشعر بالقلق.
6. لا تستخدم المخدرات أو الكحول؛ فهي قد تضعف قدرتك على القضاء مطلقًا، والمشاعر الجيدة.
7. إنك مصراً وقد تتبع الأشياء التي تقول "لا" أو "لا تقبل الآن".
8. اختر زملاءك بحجة. إنك المصابتك ضمن الأشخاص الذين يعيشون في البيئة الاجتماعية أو الكفاح على المجموعة المشتركة في هذه الأناشذ. إنك كنت تتكلم في أنك معناً بغض النظر، وإن كنت تتحدث مع إحدى الأقسام من هذه الأناشدة.
9. إذا كنت تشعر أنك قد تم إجبارك على إفراز الممشاركة، فإنك قد تشعر بأنه معلومات إجبارية في هذا السياق.
10. حاول أن تشعر بصحة رسائلك التي تجعلك تشعر بعد الاعتداء. إنك كنت تcluding بها معلومة أو إثارة، أو ملاحظة إلى ذلك الاعتداء. إنك كنت تثق في رسالتك، فلعل قلبي الإصبع من مخاوف.

إذا كنت ضحية إساءة جنسية أو إعتداء جنسي، فيمكن أن تكن نذكاء أو مخاوف، من المهم أن تثق أنك لا تتحمل أي مسؤولية. يمكن أن تكون الإساءة الجنسية أن يكون نذكاء لمساء اللائحة أو التهديد. قد تكون إعتداء الجنسية أو التهديد أو القلق أو الانزلاق أو الاتلاف. قد تكون إعتداء الجنسية أو التهديد أو القلق أو الانزلاق أو الاتلاف. قد تكون إعتداء الجنسية أو التهديد أو القلق أو الانزلاق أو الاتلاف.

ما هو الدعم الذي يمكن أن تكون عليه وكالة إنفاذ قوانين الهجرة والعمل?

لا يوجد أي دعم أو مساعدات للإساءة الجنسية، لا يوجد أي دعم أو مساعدات للإساءة الجنسية، لا يوجد أي دعم أو مساعدات للإساءة الجنسية، لا يوجد أي دعم أو مساعدات للإساءة الجنسية، لا يوجد أي دعم أو مساعدات للإساءة الجنسية، لا يوجد أي دعم أو مساعدات للإساءة الجنسية، لا يوجد أي دعم أو مساعدات للإساءة الجنسية، لا يوجد أي دعم أو مساعدات للإساءة الجنسية.

كيف سيستفيد التحقيق في التقارير؟

إذا كنت تعاني من إساءة أو إعتداء جنسي، فيمكن أن يكون لديك نذكاء أو مخاوف، من المهم أن تثق أنك لا تتحمل أي مسؤولية. يمكن أن تكون الإساءة الجنسية أن يكون نذكاء لمساء اللائحة أو التهديد. قد تكون إعتداء الجنسية أو التهديد أو القلق أو الانزلاق أو الاتلاف. قد تكون إعتداء الجنسية أو التهديد أو القلق أو الانزلاق أو الاتلاف.

ما هي الإساءة الجنسية والإعتداء الجنسي بين المحتزين:

إحظر على المحتز ممارسة جميع أشكال الإساءة والإعتداء الجنسي بين المحتزين. يمنع من المحتز أن يمارس الإساءة أو الإعتداء الجنسي بين المحتزين. يمنع من المحتز أن يمارس الإساءة أو الإعتداء الجنسي بين المحتزين. يمنع من المحتز أن يمارس الإساءة أو الإعتداء الجنسي بين المحتزين. يمنع من المحتز أن يمارس الإساءة أو الإعتداء الجنسي بين المحتزين.
Les façons de rapporter l’abus sexuel et les agressions sexuelles

Si vous pensez que vous êtes ou que vous courez le risque d’être la victime de violence ou agression sexuelles, rappelez l’incident immédiatement. Vous trouverez les façons de le rapporter dans votre manuel « ICE Detainedee Handbook » :

Rapportez-le à l’établissement
1. Parlez à un membre du personnel à qui vous faites confiance.
2. Déposez une réclamation informelle ou formelle (y compris d’urgence) auprès de l’établissement.

Rapportez-le au bureau local de ICE
3. Parlez au personnel ICE/ERO qui visite l’établissement.
4. Déposez une réclamation écrite, informelle ou formelle, auprès de ICE/ERO.

Rapportez-le au siège de DHS ou ICE
5. Contactez le « ICE Detention Reporting and Information Line » (DRIL) au : 1-888-351-4024 ou 9116#. Un interprète sera disponible.
6. Contactez le Bureau de l’Inspecteur-Général du DHS (OIG) :

Ecrivez une lettre au :
DHS Office of Inspector General
Attention : Office of Investigations Hotline
245 Murray Drive, SW
Building 410/Mail Stop 0305
Washington, DC 20528

Appelez gratuitement le hotline au :
1-800-323-8603 ou 518#

Rapportez-le à votre consulat
7. Appelez ou écrivez à votre consulat.

Rapporter anonymement
Il n’y a pas besoin de donner son nom pour faire un rapport. Vous pouvez appeler anonymement le « Detention Reporting and Information Line » (DRIL) ou le OIG du DHS. Vous pouvez aussi demander à quelqu’un d’autre de faire le rapport à l’établissement, le siège de ICE, ou le OIG.

Il y aura des conséquences pour mon dossier ou ma détention ?
Il n’y aura pas de conséquences négatives sur votre dossier en immigration à la suite d’un rapport sur (la peur de) la violence sexuelle. Personne n’exercera des représailles contre vous à la suite d’un rapport sur la violence sexuelle.

Confidentialité
Votre identité et les détails de votre rapport ne seront communiqués qu’aux personnes qui ont besoin d’être informées

**Pour plus amples informations sur ce sujet, consultez le « ICE Detainedee Handbook » ou parlez à un membre du personnel à qui vous faites confiance**
Abus sexuel ? Agression sexuelle ?
 Violence sexuelle entre détenus :

Toute forme de violence sexuelle entre détenus est interdite. Si un détenu vous force, ou essaie de vous forcer, à faire un acte sexuel, s'il vous touche aux parties intimes, vous force, ou essaie de vous forcer, à le toucher ou s'il vous menace ou vous intimide à vous engager dans des actes sexuels, c'est de la violence sexuelle.

Violence sexuelle entre détenus et personnel :

Toute forme de violence sexuelle, consentie ou non, entre détenus et personnel (y compris gardiens sous contrat, personnel médical et bénévoles) est interdite et contraire à la loi. Si un membre du personnel a, ou essaie d'avoir, des relations sexuelles avec vous, s'il vous touche, avec intention, de manière sexuelle, s'il vous fait des propositions ou des commentaires de nature sexuelle, ou s'il vous menace ses parties intimes ou s'engage dans le voyeurisme, on le considère de la violence sexuelle.

Si vous êtes la victime de l'abus sexuel ou d'une agression sexuelle

Quelle que soit votre réaction ou votre peur, il est important de comprendre que ce n'est pas de votre faute. L'abus sexuel trouble le sentiment de sécurité et confiance. Vous vous sentez peut-être choqué, flâché, peureux, déprimé ou coupable. Peut-être vous présentez des réactions physiques comme des changements dans l'appétit ou le sommeil, des cauchemars, des flash-back.

Ce sont des réactions normales et l'aide est disponible. L'établissement où vous êtes et ICE vous aideront à obtenir du soutien et des ressources spécifiques à votre besoin.

Le soutien disponible dans l'établissement et auprès de ICE

On vous offrira une protection immédiate de l'auteur et on vous enverra pour un examen médical si nécessaire. On vous offrira également des services de santé mentale et des services pour victimes en dehors du centre de détention. On encouragera certaines victimes à subir un examen médico-légal en cas d'agression. Le résultat pourrait aider à entamer une poursuite pénale contre l'auteur.

Comment se protéger de la violence sexuelle ?

L'abus sexuel et l'agression sexuelle ne sont jamais de la faute de la victime. Reconnaître les signes de danger pourra vous aider à rester alerte et vigilant :

1. Rapportez vos préoccupations.
2. Comportez-vous de manière sûre. Souvent, les agresseurs choisissent des victimes qui semblent dociles et dont ils pensent qu'elles sont émotionnellement faibles.
3. N'acceptez pas de cadeaux ou de faveurs. Ils pourraient entraîner des demandes ou des conditions dont la personne s'attend à ce que vous les acceptez.
4. N'acceptez pas l'offre d'un autre détenu d'agir comme votre protecteur.
5. Trouvez un membre du personnel en qui vous fai tes confiance et avec qui vous pouvez parler de vos peurs et soucis.
6. Ne prenez ni drogues ni alcool ; ils pourraient réduire votre capacité à rester alerte et de porter bon jugement.
7. Soyez clair, direct et ferme. N'ayez pas peur de dire « non » ou « arrête maintenant ».
9. Si vous soupçonnez qu'un autre détenu subit de la violence sexuelle, rapportez-le par une des façons expliquées dans cette brochure.

Plus jamais.
Kòman pou Rapòte Abi ak Atak Seksyèl
Si ou sant ou nan risk pou w ta vin yon victim, oswa si ou vin yon victim abit oswa atak seksyèl, rapòte ensid an imedvatsman. Gen plizè fason pou fé rapò a. Manyèl Detni ICE ou a a gen plis enfòmasyon sou chak nan yo:

Fè rapò bay lokal la
1. Enfòme yon manm pèsonèl etablisman ke ou fé konfysans.
2. Soumèt yon dolyeys enfòmèl oswa fòmèl (enkli yon dolyeys dijans) avèl lokal la.

Fè rapò bay Biwo local ICE la
3. Enfòme nenpòt manm pèsonèl ICE/ERO a ki vizite local la.
4. Soumèt yon demann enfòmal oswa fòmèl oswa yon dolyeys bay ICE/ERO.

Fè rapò bay Katye Jeneral DHS oswa ICE
6. Kontakte Biwo DHS Enspèktè Jeneral la (OIG):

Ekri yon lét bay:

**DHS Office of Inspector General**
Attention: Office of Investigations Hotline
245 Murray Drive, SW
Building 410/ Mail Stop 0305
Washington, DC 20528

Relè liy ijan gratis la:
1-800-323- 8603 oswa 518#

Fè rapò bay yon ofisyèl konsilè
7. Rele oswa ekri ofisyèl konsilè ou a.

Fè Rapò Anonim
Li pa obligatwa pou w bay non w pou rapòte yon atak oswa yon abi sekisyèl. Ou ka chwazi pou w fè yon rapò anonim broy Enfòmasyon ak Rapò Detansyon an (DRL) oswa DHS OIG a. Ou ka bay yon lòt moun fè rapò a nan non ou tou pou bay lokal la, Katye Jeneral ICE la oswa OIG a.

Eske sa ap enfliyanse Dosye Imigrasyon m lan oswa Detansyon m nan?
Nepòt rapò sou abi sekisyèl, oswa pérez ke yo ta abize oswa atake w pap afekte dosye imigrasyon w lan negatifman. Pesonn pa ka fè revanj kont ou nan okem fason paske w fè yon rapò sou abi oswa atak sekisyèl.

Konfidansyalite
Enfòmasyon konsènan idantite w epi f anpil the prév rapò w la ap rete aksesib sèlman ak moun sa yo ki bezven konnen.
Kisa ki abi ak atak seksyèl
Abi ak atak seksyèl yon detni sou yon lòt detni:
Yo entèdi tout kalite atak ak abi seksyèl yon detni, ta fè sou yon lòt detni. Si yon lòt detni fòse w oswa eseye fòse pou w ta angaje w nan yon zak seksyèl, maneny pati seksyèl kò yo, fòse w oswa eseye fòse pou w ta touche pati seksyèl kò yo, oswa ifilize meras oswa entimidasyon pou yo ta angaje yo nan fè bagay, yo rele sa abi seksyèl.

Abi ak atak seksyèl yon manm pèsonèl sou yon detni:
Yo entèdi tout kalite zak seksyèl ant yon detni ak yon manm pèsonèl la (enpli, gud ki sou kontra, pwofesyonèl mèdikal la, ak volonèt) e se yon bagay ki kont la, kelkeswa se ta yon bagay konfòrènsiyèl ou pa. Si yon manm pèsonèl la eseye oswa menm fè bagay ak ou, maneny w entimidasyonènman nan yon fason seksyèl, fè avans seksyèl oswa repetè Kontanèt seksyèl, monter pati entim li, oswa angaje li nan voyeurisim, yo rele sa abi seksyèl.

Si ou se yon viktim abi oswa atak seksyèl
Kèlkeswa reyaksyon oswa pèrèz ou, li enpòtan pou w konprann ke yo pa gen pou blamè w. Abi seksyèl ka vyole sans byennèt ak fè konfiyans ou. Ou ka santi w choke, fache, moksy, depresi oswa koupab. Ou ka fè eksperyans tou ak kèk reyaksyon fizik kò varie, ki komanse nan chanjman abitid manje ak fason w dòmi ak kochman ep rewiv mov mounan sa yo. Reyaksyon sa yon nómal, epi gen èd disponib. Lokal la ak ICE pral ede w jwenn sipò epi ofri w resous espesifik pou bezwen w yo.

Ki sipò w ka atann nan men ICE ak lokal la
Yo pral ofri w pwoteksyon imèdya kon atakan an epi yo pral refèr e pou yon egzamen medikal. Yon pral ofri w tou sévòsANE manjtal epi sévòs ekstèn pou viktim. Yo ankoraye kèk viktim tou pou resewa yon egzamen egzamen medikal teknik sou atak seksyèl ki ka ede nan pouwiv kriminèl kont atakan an.

Kijan w ka proteje tèt ou kont abi seksyèl?
Abi ak atak seksyèl pa jann fòt victim lan. Si w konni avètisan ak alaman ki ka ede rete veyatì epi alètè:
1. Rapòte enkyetid ou.
2. Pote tèt ou nan yon manbè konfòrènsiyèl. Apil a gressi chwazi victim ki parèt tankòt yo pa ka riposé oswa ke yo panse ki fèb nan tèt.
4. Pa aksepte of ki yon lòt detni ta fè pou li ta moun ki pwote je w.
5. Chaje yon manm pèsonèl la ou sa santi w alèz ak li pou pale dhè pèrèz ak preyòkisyon w.
6. Pa sévi ak dwòg oswa tafrin; bagay say o ka febli kapasite w pou rete an alèt epi pou w fè bon jijman.
7. Ou dwe klè, dirèk epi fèm. Ou pa dwe gen perèz pou w dòk « non » oswa « Sipann kounyèa. »
8. Chwazi patièn w y oàk sajè. Chache moun ki enfilake nan aktivite pozitif tank pwogram ekikasyon, opòtinit travay, oswa konès an goup. Dégaye w pou w angaje w nan aktivite say o si yo disponib nan local ou a.
9. Si w sisèk ke y ap abize oswa atake yon detni, rapòte sa pa yon nan metod ke yo mete man nan livè sa a.
10. Fè konfiyans an entwyadiv w. Fòk ou konisyan nan sitiyason ki mete w maladèz. Si w pa santi li byen oswa anseeke, kote sitiyason an epi mande ed. Si w gen perèz pou byennèt ou, rapòte sa ban pèsonèl la.
यौन दुर्व्यवहार और हमले की रिपोर्ट कैसे करें
यदि आप पीड़ित होने का संबंध मानेंगे तो यदि आप ने अपनी शोकनगर या समूह का इंतजाम नहीं करते हैं, तो तुरंत डर की रिपोर्ट करें। रिपोर्टिंग के लिए कई चिकित्सा है। आपकी आईसीआई बिना यूकॉन से इसे संबंधित करें और अधिकारी का नाम जानकारी है।

सुविधा को रिपोर्ट करें
1. अपनी जानशीत पर कोई भी विचारीय रात्रि सदस्यों को बताएं।
2. सुविधा के साथ एक अन्य शरीरवार्क या अपने परिवार के शिशुओं का विवरण (आपातकालीन शिशुओं का विवरण) दर्ज करें।

आईसीआई कार्यालय को रिपोर्ट करें
3. किसी भी आईसीआई/ईआरस राज्य सदस्य को बताएं जो सुविधा का दौरा करता है।
4. आईसीआई/ईआरस को लिखित अन्य वार्ता या अपने परिवार के विवरण दर्ज करें।

डीएससी या आईसीआई मुख्यालय को रिपोर्ट करें
5. आईसीआई नागरिक रिपोर्ट और जानकारी लायें: 1-888-351-4024 या 9116 # पर संपर्क करें। भाषा सहमति उपलब्ध है।
6. डीएससी कार्यालय के महानर्मिक से संपर्क करें (आईसीआई)।
    एक पत्र लिखें:
    डीएससी अफिस ऑफ इंडिया जनरल
    अंतरराष्ट्रीय अफिस ऑफ इंडिया सेंटर, टोला, बुधगाँव
    245 मुंबई, एमडब्ल्यू.वि.
    फोन: 410 / 11 मुंबई 0305
    फैक्स: 202-028
    टोल-फ्री होटलाइन पर कोई भी करें.
    1-800-323-8603 or 518#

अपने कांसुलर अधिकारी को रिपोर्ट करें
7. कॉल करें या अपने कांसुलर अधिकारी को संपर्क करें।

बेनामी सृष्टि
यौन शोकनगर या हमले की रिपोर्ट करने के लिए आपके आपके अपने नाम देने की आवश्यकता नहीं है। आवश्यक है रिपोर्ट और सूचना दाखिल करें (ईआरआई/आईसीआई) या दीएससी ऑफिस अपराधियों का संदर्भित रूप से रिपोर्ट करने का समय सक्ते हैं। आपकी सुविधा पर,
आईसीआई मुख्यालय या आईसीआई की ओर से किसी और की रिपोर्ट भी हो सकती है।

क्या यह सेरे आपका मामला या नजरबंदी को प्रभावित करगा?
यौन शोकनगर या दुर्व्यवहार या हमले की आवश्यक की कोई भी रिपोर्ट, आपके आपके मामले को नकारात्मक रूप से प्रभावित नहीं करेगा। यौन शोकनगर या हमले की रिपोर्टिंग के लिए कोई भी किसी भी तरह से आपके जिले में जानकारी करवाई नहीं कर सकता।

गोपनीयता
आपकी पहचान और आपकी रिपोर्ट के तथ्यों से संबंधित जानकारी केवल उनसे तक सीमित रहेगी, जिन्हें जानना आवश्यक है।

*इस पन्ने को विशेषता ब्रांड के रूप में वितरित करना का इरादा है।

U.S. Immigration and Customs Enforcement
www.ICE.gov
क्या है यौन शोषण और हमला?

नज़रबंद से नज़रबंद के साथ यौन शोषण और हमला:
एक बार्टी के खिलाफ एक बार्टी द्वारा यौन शोषण और हमले करने के सभी प्रकार निम्तिक हैं। यदि कोई अन्य बार्टी आपको मजबूर करता है या आपको यौन किया में संलग्न होने के लिए मजबूर करता है, तो आपके शरीर के यौन अंगों का बुझाना है, आपके मजबूर करता है या आपको उसके बारे में यौन अंगों का चुनौत करता है, तो आपके बादव होते हैं और यौन शोषण है।

एगर आप यौन शोषण या हमले का शिकार है?

आपकी प्रतिक्रियाएं या अंत जो भी हों, यह समझना महत्वपूर्ण है कि आपको दोष नहीं देना चाहिए। यौन शोषण आपकी सुरक्षा और विश्वास की नीति का उलझन कर सकता है। आप हामिरे, कोई, विचित्र, उदास या भी महसूस कर सकते हैं। आप खुद के दिशानिर्देश को निर्देशित करता है, या आपको दुखाने के लिए महसूस किया या सहलिक पर उपयोग करता है। सेक्स को लिखते हैं, यह यौन शोषण है।

आप आईसीई और सुविधा से क्या समर्पित कर सकते हैं?

आपको आपकी से ताकत उपलब्ध की पेशकश की जाती है और उपलब्ध होना या आपको महसूल जोड़ने के लिए भेजा जाता। आपको विभाजन गार्डरेंगे और पीठ के शरीर के बाद भी पेश किए जाने। लेट क्योंकि वे यौन संबंध में शरीक होते हैं। सेल और सेल के घर से सहलिक कितने सफल महसूल प्राप्त करने के लिए, जो अपनी की आपातकालिक रूप से मुक्त बनाने में मदद कर सकता है।

रिपोर्ट की जांच कैसे होगी?

जब आप यौन शोषण या हमले की घटना की रिपोर्ट करते हैं तो सुविधा और या एक उपयुक्त अधिकार दर्ज करती है। आपको जानना है कि बार्टी के लिए एक साक्ष्य भेजते हैं और यौन के लिए कहा जाता है। एक बार जब रखते हैं होने के बाद आईसीई आपकी क्षति और परमाणु की सुरक्षा देखते हैं।

में यौन शोषण या हमले से खुद को कैसे बचा सकता हूँ?

यौन दुर्गमता और हमला कभी भी पीढ़ित व्यक्ति की गलती नहीं है। तंत्रिका के रूप में लाल झंडे की जानने से आप तरक्क़ और आयाम कर सकते हैं:

1. चित्राओं की रिपोर्ट करें।
2. आपकी सत्य और आपकी आपातकालिक ज्ञान को खुदे करें जो वह देखते हैं कि वे अपने दृष्टि नहीं देखते या जो सामान्य है कि वे भाल्यानुसार रूप से करते हैं।
3. इस्तेमाल के लिए वापस पीड़ित का पता लगाएँ और आपकी सत्य और आपकी आपातकालिक के लिए विवेचन संस्थाओं की पेशकश करने में मदद करें।
4. अपने शरीर के लिए किसी अन्य बार्टी के प्रति आपकी सत्य नहीं करें।
5. एक स्थान स्थान छोड़ें जिसके साथ आप अपने हार और चित्राओं पर सच्चाई करने में सहायता करें।
6. नौं या पुरुष का उपयोग न करें जिसके रूप में आप अपने के लिए समझाते हैं।
7. स्पष्ट, ज्ञात और दृष्टि रहें। “हां” या “अब इस बाद करो” कहने से हटो।
8. अपने सहयोगियों को बुझाने से बचाएँ। ऊँची लोगों की तलाश करें जो शरीक लोगों के लिए तान्त्रिक व्यवस्थाओं, नये के अधिकारियों, नये के अधिकारियों या परमाणु समूहों के साक्षात्कारक गतिविधियों में शामिल हो। इन गतिविधियों में अधिकार हो, परंपरा व आपकी सुरक्षा में उपलब्ध हो।
9. यदि आपके सहयोगी हैं तो बहुत सत्य वे हमला की यौन शोषण या उपलब्ध किया जा रहा है, तो इस सुविधा में पूर्वबंध दर्ज की से किसी एक उपयोग करके रिपोर्ट करें।
10. अपनी पहचान के उपर दर्ज करें। ऐसी स्थितियों में आपके अभियोजन सहयोगी करती हैं। यदि यह सही या सुरक्षित नहीं है, तो स्थिति को छोड़ दें या सहयोग करें। यदि आप अपनी सुरक्षा के लिए उतरते हैं, तो कर्मचारियों को अपनी चित्राओं की रिपोर्ट करें।

अब और नहीं
Como Denunciar Abuso e Agressão Sexual

Se você se sentir em risco de ser vitimizado, ou se você se tornar vítima de abuso ou agressão sexual, denuncie o incidente imediatamente. Há muitas opções para relatar o incidente. Seu Manual do Detento ICE tem mais informações sobre cada uma delas.

Denunciar ao Centro
1. Avise qualquer membro de confiança do pessoal das instalações.
2. Apresente uma reclamação informal ou formal (incluindo uma declaração de emergência) com as instalações.

Informe ao Escritório da Sede do ICE
3. Informe qualquer membro do conselho ICE/ERO que visite as instalações.
4. Apresente uma solicitação ou reclamação formal ou informal por escrito ao ICE/ERO.

Reportar ao DHS ou Sede do ICE
5. Entre em contato com a Linha de Detenção e Informação do ICE. 1-888-351-4024 ou 9116#. Assistência em idiomas está disponível.
6. Entre em contato com o Escritório do DHS do Inspetor Geral (OIG):

Escrava uma carta para:
DHS Escritório do Inspetor Geral,
Atenção: Office of Investigations Hotline
245 Murray Drive, SW
Edificio 410 / Mail Stop 0205
Washington, DC 20528

Ligue para a linha direta gratuita em:
1-800-323-8603 ou 518 #

Informe ao Seu Funcionário Consular
7. Ligue ou escreva para o seu funcionário consular.

Relatórios anônimos
Você não precisa dar seu nome para denunciar um abuso ou agressão sexual. Você pode optar por denunciar anonimamente à Linha de Denúncia e Informação de Detenção (DRL) ou ao DHS OIG. Você também pode ter outra pessoa para denunciar em seu nome às instalações, à sede do ICE, ou ao OIG.

Isto terá Impacto em Meu Caso de Imigração ou Detenção?
Qualquer denúncia de abuso sexual, ou medo de ser abusado ou agredido, não afetará negativamente seu caso de imigração. Ninguém pode retaliar contra você de forma alguma por denunciar abuso ou agressão sexual.

Confidencialidade
As informações relativas à sua identidade e aos fatos de seu relatório serão limitadas somente àqueles que precisam saber.

**Para mais informações sobre este conteúdo, leia o Manual do Detento ICE ou procure uma pessoa de confiança do funcionário da instalação. **
O que é Abuso e Agressão Sexual
Abuso e agressão sexual de detento-contra-detento:
Todas as formas de abuso e agressão sexual por um detido contra outro(s) detido(s) são proibidas. Se outro detento o força ou tenta forçá-lo para se envolver em um ato sexual, tocar as partes sexuais de seu corpo, forçá-lo ou tentar forçá-lo a tocar as partes sexuais de corpo dele(a), ou usar ameaças ou intimidações para pressioná-lo a se envolver em sexo, é abuso sexual.

Abuso e agressão sexual de funcionários em detenções:
Todas as formas de atos sexuais entre um detido e um membro do pessoal (incluindo guarda contratual, profissionais médicos e voluntários) são proibidas e contrárias à lei, independentemente de serem consensuais. Se um membro do pessoal tentar ou realmente fizer sexo com você, tocar intencionalmente em você de maneira sexual, fizer avanços sexuais ou comentários sexuais repetidos, exibir seus genitais ou se envolver em voyeurismo, trata-se de abuso sexual.

A AGRESSÃO SEXUAL É UMA QUESTÃO PARA TODOS

A QUEM ACHAS QUE NÃO SABE?

Se Você é uma Vítima de Abuso ou Agressão Sexual
Quaisquer que sejam suas reações ou medos, é importante entender que você não é o culpado. O abuso sexual pode violar seu senso de segurança e confiança. Você pode se sentir chocado, irritado, ansioso, deprimido ou culpado. Você também pode experimentar uma variedade de reações físicas, como mudanças nos padrões alimentares e de sono até pesadelos ou flashbacks. Estes sintomas podem ser normais e ajudar a lidar com o trauma. As instalações e o ICE o ajudarão a obter apoio e a oferecer recursos específicos para suas necessidades.

Que Apoio Você Pode Esperar do ICE e das Instalações
Você receberá proteção imediata contra o perpetrador e será encaminhado para um exame médico, quando apropriado. Também serão oferecidos a você serviços de saúde mental e serviços externos a vítima. Algumas vítimas também podem ser encorajadas a receber um exame médico forense de abuso sexual, que pode ajudar a processar criminalmente o perpetrador.

Como os Relatórios Serão Investigados?
Quando você denunciar um incidente de abuso ou agressão sexual, a instalação e/ou um órgão de segurança pública apropriado conduzirá uma investigação. Você pode ser convidado a participar de uma entrevista para coletar informações. O ICE o informará sobre o resultado de qualquer investigação, uma vez concluída.

Há uma diferença entre relatar o incidente e optar por apresentar queixa. Você pode optar por não apresentar queixa imediatamente, mas pode sempre decidir fazê-lo mais tarde. Se forem apresentadas acusações criminais, elas serão apresentadas para possível processo. É importante que você discuta qualquer preocupação que tenha com o promotor (ou seu advogado) ou com um defensor da vítima.

Como Posso me Proteger de Abuso ou Agressão Sexual?
O abuso e a agressão sexual nunca é culpa da vítima. Conhecer os sinais de advertência e as bandeiras vermelhas pode ajudá-lo a manter-se alerta e consciente:
1. Relatar preocupações.
2. Levar-se a cabo de uma maneira confiante. Muitos abusadores escolhem vítimas que parecem não reagir ou que pensam que são emocionalmente fracas.
3. Não aceite presentes ou favores de outros. Presentes ou favores podem vir com exigências ou termos que o doador espera que você aceite.
4. Não aceite uma oferta de outro detento para ser seu protetor.
5. Encontre um membro da equipe com quem você se sinta confortável para discutir seus medos e preocupações.
6. Não use drogas ou álcool, estes podem enfraquecer sua capacidade de permanecer alerta e fazer bons julgamentos.
7. Seja claro, direto e firme. Não tenha medo de dizer "não" ou "não me vem nada".
8. Escolha sabiamente seus associados. Procure pessoas que estejam envolvidas em atividades positivas como programas educacionais, oportunidades de trabalho ou grupos de aconselhamento. Envolve-se nestas atividades, se elas estiverem disponíveis em suas instalações.
9. Se você suspeitar que outro detento está sendo abusado ou abusado sexualmente, informe-o usando um dos métodos listados neste panfleto.
10. Confie em seus instintos. Esteja ciente de situações que o façam sentir-se desconfortável. Se não se sentir bem ou seguro, deixe a situação ou procure ajuda. Se você tem por sua segurança, relate suas preocupações ao pessoal.
अभिभाषा मुख्यतः

अभिभाषा में सभी बातों की विनियमित बजार सभी मानवता अभिभाषा सबूत के लिए भी है। जब तेजी सबूत नहीं है, तो अभिभाषा अभिभाषी के लिए भी है। जब तेजी सबूत नहीं है, तो अभिभाषा अभिभाषी के लिए भी है।

वे दिन में दिनभी प्रबंधन करते हैं तथा सत्ताभती है पुराण बनाना?

अभिभाषा चेतना दिनभी नियमित बजार सभी मानवता के लिए भी है। जब तेजी सबूत नहीं है, तो अभिभाषा अभिभाषी के लिए भी है। जब तेजी सबूत नहीं है, तो अभिभाषा अभिभाषी के लिए भी है।

* दिनभी गरीब की हरे देशी अभिभाषी सत्ताभती है विशेषता सभी मानवता के लिए भी है।**
नेपाल ग्रेटर माध्यमिक भाषा की तरह:

तत्कालिन टिउल्यूस्मिस: स्भारित विहार मेक अटे का भाषा।

नेपाल ग्रेटर माध्यमिक भाषा की तरह:

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नेपाल ग्रेटर माध्यमिक भाषा की तरह:
如何举报性虐待和性侵犯

如果您有遭受伤害的风险，或者您成为性虐待或性侵犯的受害人，请立即举报。下列有多项举报的选择，在您的《ICE 被拘留者手册（Detainee Handbook）》内有更多信息。

向设施举报
1. 告诉在设施中任何您信任的员工。
2. 向设施提出非正式或正式的申诉（包括紧急申诉）。

向 ICE 外勤办事处举报
3. 告诉任何探访设施的 ICE / ERO 工作人员。
4. 向 ICE / ERO 提出非正式或正式的书面请求或申诉。

向 DHS 或 ICE 总部举报
5. 联系 ICE 拘留报告和信息热线（Detention Reporting and Information Line，DRIL）：1-888-351-4024 或 9116#。提供语言帮助。
6. 联系国土安全局（DHS）监察长办公室（Office of Inspector General，OIG）：

   致函：
   DHS Office of Inspector General
   Attention: Office of Investigations Hotline
   245 Murray Drive, SW
   Building 410/Mail Stop 0305
   Washington, DC 20528

   致电免费热线电话：1-800-323-8603 或 518#

向您的领事馆官员举报
7. 致电或致函给您的领事馆官员。

匿名举报
举报性虐待或性侵犯，不须具名。您可以选择匿名向 DRIL 或 DHS 的 OIG 举报；您也可以请别人代您向设施、ICE 总部或 OIG 举报。

这会影响本人的移民案件或拘留吗？
任何有关性虐待，或者受到虐待或性侵犯的举报，都不会对您的移民案件产生负面影响。没有人可以因您举报性虐待或性侵犯，而以任何方式对你进行报复。

保密
有关您的身份和您举报的事实之信息，将限制仅提供于需要知道的人士。

**关于这方面的更多信息，请参阅《ICE 被拘留者手册》，或者向可信赖的设施工作人员查询。**

www.ICE.gov
什么是性虐待和性侵犯

被拘留者对被拘留者的性虐待和性侵犯：
禁止被拘留者对另一名（或多名）被拘留者进行任何形式的性虐待和性侵犯。如果有被拘留者强迫您或试图强迫您进行性行为，触摸您身体的性部位，强迫您或试图强迫您触摸其身体的性部位，或使用威胁或恐吓手段向您施加压力，从事性行为，是为性虐待。

如果您是性虐待或性侵犯的受害者

无论您的反应或恐惧如何，重要的是，您要了解您不应受到责备。性虐待会侵犯您的安全权和信任权。您可能会感到震惊、愤怒、焦虑、沮丧或内疚，也可能还会经历各种身体反应，从饮食和睡眠方式的改变，到噩梦或往事重现。这些反应都是正常的，而您也可以取得帮助。本设施和ICE将帮助您取得支援，并提供适合您需求的资源。

您可以从ICE和设施中获得什么支援

在这适当的情况下，将为您提供即时保护，远离侵犯者，并将您转介进行医疗检查；您还将获得心理健康服务和外部的受害者服务；并鼓励某些受害者接受性侵犯鉴定医学检查，以帮助对侵犯者进行刑事起诉。

如何调查举告？

当您举报性虐待或性侵犯事件时，本设施和/或适当的执法机构将对事件进行调查。可能会要求您参加面谈，以收集信息。在调查完成后，ICE将通知您任何调查的结果。

举报事件和选择控告之间存在区别。您可以选择不立即控告，但您以后可以随时决定提出控告。如果您受到性侵犯，有可能于日后再提出控告。重要的是，要与检察官（或您的律师）或受害者辅导员讨论您所顾虑的任何问题。

如何保护自己免受性虐待或性侵犯？

性虐待和性侵犯绝不是受害者的过错。了解警告征兆和危险信号，可以帮助您保持警觉并警惕：
1. 举报关注的顾虑。
2. 将自己表现在得很有自信。有许多虐待者选择的受害者都是看起来似乎不会反击，或认为自己的情绪较软弱。
3. 不要接受他人的礼物或恩惠。因为礼物或恩惠可能附着某些要求或条件，给予者是期望您会一并接受的。
4. 不要接受其他被拘留者提出指责保护您的邀约。
5. 找到可以让你感到舒适去讨论自己的恐惧和担忧的工作人员。
6. 请勿服用毒品或酒精；这会削弱您保持警觉做出良好判断的能力。
7. 要清楚、直接和坚定，不要害怕说“不”，或“我现在就停止”。
8. 明智地选择您的交谈对象，寻找积极参与活动（例如教育计划、工作机会或辅导小组）的人。如果您所在的设施提供这些活动，请多让自己参与。
9. 如果您怀疑到的被拘留者受到性虐待或性侵犯，请使用本手册所列出的方法举报。
10. 相信您的直觉，请注意您感到不妥当的情况。如果您感觉不对或不安全，请离开现场或寻求帮助。如果您担心自己的安全，请向员工报告您的顾虑。
Are You Detained and Separated From Your Child(ren)?

Even though you are in immigration detention you can still communicate with your child(ren) and make decisions about their care.

You can ask for help locating and/or getting in contact with your child(ren) by making the following free calls from your housing unit phones. Ask facility staff for instructions on making phone calls using the free call platform.

- If you need assistance locating your child(ren) or setting up regular communication with your child(ren), call the Detention Reporting Information Line (speed dial 9116# on the free call platform).
- If you know that your child(ren) is in the custody of the U.S. Government, call the Office of Refugee Resettlement (ORR) Parent Hotline using speed dial 699# on the free call platform.

In addition to calling, you may also fill out a detainee request form asking an ICE officer for assistance in locating and/or communicating with your child.

ICE and ORR work together to locate children, verify the parent/child relationship, and set up regular communication and removal coordination, if necessary.

Additional information regarding your parental rights may be found in the Women’s Refugee Commission’s self-help toolkit, Detained or Deported: What About My Children, available on the law library computers.
¿Está usted detenido y separado de su(s) hijo(s)?

Aún cuando se encuentre detenido por inmigración, usted puede comunicarse con su(s) hijo(s) y tomar decisiones sobre su cuidado.

Usted puede pedir ayuda para localizar y/o ponerse en contacto con su(s) hijo(s) al realizar las siguientes llamadas sin costo alguno desde el teléfono de la unidad ubicada en su habitación. Solicite las instrucciones del personal de las instalaciones sobre cómo realizar llamadas por teléfono utilizando la plataforma gratuita.

- Si usted necesita asistencia para localizar a su(s) hijo(s) o para establecer comunicación continua con éstos, llame a la Línea de Información y Denuncias de los Centros de Detención (Marque 9116# desde la plataforma gratuita).
- Si usted sabe que su(s) hijo(s) está(n) bajo la custodia del gobierno de los Estados Unidos, llame a la línea telefónica para padres de la Oficina de Reasentamientos de Refugiados (ORR, por sus siglas en inglés) marcando el número gratuito 699# desde cualquiera de los teléfonos de su centro de detención.

Además de llamar, usted puede llenar un formulario de solicitud del detenido. Para solicitar asistencia en localizar y/o comunicarse con su hijo(s), pida ayuda a un oficial del Servicio de Inmigración y Control de Aduanas de los Estados Unidos (ICE, por sus siglas en inglés).

El Servicio de Inmigración y Control de Aduanas de los Estados Unidos (ICE, por sus siglas en inglés) y la Oficina de Reasentamiento de Refugiados (ORR, por sus siglas en inglés) trabajan en conjunto para localizar niño(s), corroborar la relación familiar entre padres e hijos, establecer comunicaciones continuas entre éstos, y coordinar la expulsión conjunta de padres e hijos de ser necesaria.

Para obtener más información sobre sus derechos paternales, lea el material de autoayuda de la Comisión de Mujeres Refugiadas Detained or Deported: What About My Children? (Detenidas y Deportadas: ¿Qué les pasará a mis hijos?), disponible en las computadoras de las bibliotecas legales.
WHEN YOU ARE FORCED TO WORK AGAINST YOUR WILL

If you are made to work against your will for little or no pay, you may be a victim of human trafficking.

To report suspected human trafficking, call the U.S. Department of Homeland Security (DHS) tip line:
1-866-DHS-2-ICE (347-2423)

If you are a victim and need help, call the National Human Trafficking Hotline:
1-888-373-7888

BLUE CAMPAIGN
CUANDO TE FUERZAN A TRABAJAR EN CONTRA DE TU VOLUNTAD

Si te obligan a trabajar por poco o ningún pago, puedes ser una víctima de la trata de personas.

Para reportar la sospecha de la trata de personas, llame a la línea para informantes del Departamento de Seguridad Nacional (DHS, por sus siglas en inglés) de Estados Unidos:

1-866-DHS-2-ICE (347-2423)

Si eres una víctima y se necesita asistencia, llame a la Línea Directa Nacional de la Trata de Personas:

1-888-373-7888

BLUE CAMPAIGN
ICE Detention Reporting and Information Line

Dial: 9116# or Detention Pro Bono Access Code

Call to:

- Obtain basic immigration case information. For information on your next court date please call 1-800-898-7180.
- Report an incident of sexual or physical assault or abuse.
- Report serious or unresolved problems in detention.

- Report that you are a victim of human trafficking or other crimes.
- Obtain assistance in locating and contacting a separated child in the custody of U.S. Health and Human Services Office of Refugee Resettlement.
- Report that you have a serious mental disorder or condition. If you believe the disorder or condition impacts your ability to represent yourself or participate in an immigration court case, you should also notify the immigration judge.

ICE does not discriminate based on disability. Under federal law and through ICE policy, you have the right to make verbal or written disability-related accommodation requests to facility staff and/or ICE personnel, and to receive disability-related accommodations to access the facility's programs and activities. You may address your disability accommodation matters through the facility grievance process, by contacting ICE, and/or the Office of Inspector General.

If you need urgent assistance, including a medical emergency please contact your facility staff immediately! Language assistance, including Spanish-speaking operators, is available.
Línea de Información y Comunicación para los Detenidos de ICE
Marque 9116# o O llame al 1-888-351-4024

Llame para:
- Obtener información básica de casos de inmigración. Para obtener información sobre su próxima cita ante el tribunal, reportar un incidente de favor llame al 1-800-896-7180.
- Reportar un incidente de agresión o abuso físico o sexual.
- Reportar problemas graves o no resueltos en la detención.

Código de acceso Pro Bono del centro de detención

O llame al 1-888-351-4024

- Informar que usted es una víctima de tráfico de personas u otros crímenes.
- Obtener ayuda para localizar y contactar a un menor separado bajo la custodia con la Oficina de Reasentamiento de Refugiados, del Departamento de Servicios para la Salud y los Humanos de los Estados Unidos.
- Informar que usted tiene un trastorno o condición mental grave. Si usted cree que el trastorno o condición afecta su capacidad para representarse a sí mismo o participar en un caso judicial de inmigración, también debe notificar al juez de inmigración.

ICE no discrimina basado en la discapacidad. Bajo la ley federal y por medio de las reglas de ICE, usted tiene el derecho de hacer solicitudes verbales o escritas de acomodación relacionadas con la discapacidad al personal de la institución y/o personal de ICE y recibir acomodaciones relacionadas con la discapacidad para acceder los programas y actividades de la institución. Usted puede dirigir sus asuntos de la adaptación de discapacidad a través del proceso de queja de la institución, entrando en contacto con ICE, y/o con la Oficina del Inspector General.

Si necesita asistencia urgente, incluyendo una emergencia médica, ¡comuníquese con el personal de su centro inmediatamente!

Se ofrece asistencia lingüística, incluyendo operadores de habla español.

ICE

Oficina de Detención y Deportación de ICE
Comprometidos a la transparencia, colaboración y resolución de asuntos

Expresse sus inquietudes
يرجى الإبلاغ عن مخاوفك
报告您的顾虑
Signalez vos préoccupations
Rapôte enkyetid ou
Apresente suas denúncias
Bào cáo quan ngai cùa quì vĩ
Report Your Concerns
Kote Pou Rele Pou Enfômasyon nan Sant Detansyon ICE (imigrasyon) lan

Rele nan: 9116# oswa

Rele pou:
- Dewon enfômasyon debaz pou pwosesis imigrasyon. Pwos ak enfômasyon pou pwochen dat nan tribunal ou tanpri rele 1-800-898-7180.
- Fè konnen si gen ensidan si ou sivi agresyon seksyel si yo bat ou oswa abize ou.
- Fè konnen si ou gen yon pwoblèm grav ki paka rezoud nan detansyon an.

ICE pa fè diskriminasyon ki baze sou andikap. Dapè lwa federal epi selon règleman ICE yo, ou gen dwa pou fè demann vèbal oswa alekn ki gen rapò ak akomode andikape bay pèsonèl etablìsman an oswa pèsonèl ICE la, epi pou resevwa akomodasyon ki gen rapò ak andikap pou w ka gen dwa aksè nan pwogram ak aktivite etablìsman an. Ou kapab prezante pwoblèm ki gen rapò ak akomodasyon andikap yo atravè pwosesis pote plen etablìsman an, lè ou ta kontakte ICE akoswa Biwo Enspektè Jeneral la.

Si ou bezwen asistans touswit, ki gen pou ouè ak ijans medikal, tanpri kontakte anvle wo imedyatman!
Gen moun ki pale lang ou, gen nan operatè yo ki pale panyol, ki disponib.
Welcome to the National Detainee Handbook.

This document provides information for detainees housed in ICE facilities. Detainees are provided with the opportunity to communicate with legal counsel, family, and friends. Detainees are also provided with access to medical and dental care, religious services, and educational programs.

If you have any questions or concerns, please contact the ICE facility where you are being held.

For more information, visit the ICE website or call 1-888-351-4024.

ICE

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The DHS OIG works with DHS employees, contractors and the public to protect the integrity, effectiveness and efficiency of DHS programs. Report suspected criminal violations, misconduct, wasteful activities, and allegations of civil rights and civil liberties to the DHS OIG Hotline.

La Oficina del Inspector General (OIG) del Departamento de Seguridad Nacional (DHS), colabora con los empleados y contratistas del Departamento y el público para proteger la integridad, eficacia y eficiencia de los programas de DHS. Reporte cualquier sospecha de violación criminal, mala conducta, actividad de despilfarro, ó alegación de abuso de derechos civiles ó libertad civil a la línea directa de DHS OIG.

Website/Sitio Web: WWW.OIG.DHS.GOV
Call/Llame: 1-800-323-8603 Toll Free/Gratis
TTY: 1-844-889-4357 Toll Free/Gratis
Fax: 202-254-4297
U.S. Mail/Correo Postal:
DHS Office of Inspector General/MAIL STOP 0305
Attn: Office of Investigations - Hotline
245 Murray Lane SW
Washington, DC 20528-0305

Complaints may be made anonymously and confidentially.
Puede comunicarse de forma anónima y confidencial.