

GENERAL ORDER XXXVII

**SUBJECT:** OFFICER RESPONSIBILITIES IN ENFORCEMENT OF STATE AND  
FEDERAL IMMIGRATION LAWS

**EFFECTIVE DATE:** 10-14-08 **REVIEW DATE:** 03-01-2015

**NOTE:** This rule or regulation is for internal use only and does not enlarge an officer's civil or criminal liability in any way. It should not be construed as the creation of a higher standard of safety or care in an evidentiary sense, with respect to third party claims. Violations of this directive, if proven, can only form the basis of a complaint by this department and then only in a non-judicial administrative setting.

**PURPOSE**

Requirement that all members of the Department cooperate with State and Federal Immigration authorities and submit documented written reports of any contacts with State and Federal Immigration authorities.

- I. All members of the Department shall cooperate with State and Federal agencies charged with enforcing immigration laws.
  
- II. Any member of the Department who has contact with a representative of any State or Federal agency engaged in the enforcement of immigration laws concerning possible violations of such laws shall immediately notify the on duty supervisor.
  
- III. This Notification shall be documented in writing by the reporting officer and the supervisor. The supervisor shall promptly inform the Chief of Police who shall issue such further orders as are necessary to effectuate this policy.
  - A. This policy is issued by the authority of the Chief of Police. Any policy additions, deviations or revisions shall be made only at the direction of the Chief of Police.

By Authority of:

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Jeffrey s. Head, Chief of Police