

 <p>DISTRICT OF COLUMBIA DEPARTMENT OF CORRECTIONS</p> <p><b>POLICY AND PROCEDURE</b></p>	<b>EFFECTIVE DATE:</b>	June 4, 2013	<b>Page 1 of 3</b>
	<b>SUPERSEDES:</b>	1280.3A March 19, 2012	
	<b>OPI:</b>	OIS	
	<b>REVIEW DATE:</b>	June 4, 2014	
	<b>Approving Authority</b>	Thomas Faust Director	
	<b>SUBJECT:</b>	ERRONEOUS RELEASES AND ESCAPE NOTIFICATION	
<b>NUMBER:</b>	1280.3B		
<b>Attachments:</b>	None		

**SUMMARY OF CHANGES:**

<b>Section</b>	<b>Change</b>
Entire Policy	<i>"Office of Internal Affairs (OIA)" was changed to "Office of Investigative Services (OIS)" throughout the entire policy.</i>
Page 3, §9 (b)	<i>Section #9 (b) was revised in its entirety</i>

**APPROVED:**

*Signature on File*



**Thomas Faust, Director**

06/04/2013

**Date Signed**

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<b>Attachments:</b>	None			

1. **PURPOSE AND SCOPE.** To establish policy and procedures for reporting erroneous releases, escapes and attempted escapes from the D.C. Department of Corrections (DOC).
2. **POLICY.** It is the policy of the DOC to make timely notifications to the Metropolitan Police Department (MPD) in the event of an erroneous release, escape or attempted escape from DOC custody.
3. **APPLICABILITY.** This directive applies to all DOC employees.
4. **PROGRAM OBJECTIVES.**
  - a. The notification process for erroneous releases, escapes and attempted escapes will be clarified.
  - b. MPD will be notified in a timely manner of erroneous release, escapes and attempted escapes.
5. **NOTICE OF NON-DISCRIMINATION.** In accordance with the DC Human Rights Act of 1977, as amended, DC Official Code § 2-1401.01et seq., (Act) the District of Columbia does not discriminate on the basis of race, color, religion, national origin, sex, age, marital status, personal appearance, sexual orientation, gender identity or expression, familial status, family responsibilities, matriculation, political affiliation, genetic information, disability, source of income, status as a victim of an intrafamily offense, or place of residence or business. Sexual harassment is a form of sex discrimination which is prohibited by the Act. Discrimination in violation of the Act will not be tolerated. Violators will be subjected to disciplinary action.
6. **DIRECTIVES AFFECTED**
  - a. **Directive Rescinded**

PS1280.3A                      Erroneous Releases and Escape Notification  
(03/19/12)
  - b. **Directives Referenced**

PS 1280.2                      Reporting and Notification Procedures for Significant  
Incidents and Extraordinary Occurrences
7. **STANDARDS REFERENCED.** None

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<b>Attachments:</b>	None			

8. **AUTHORITY** - D.C. Code § 24-211.02, Powers; promulgation of rules

9. **GENERAL REQUIREMENTS/PROCEDURES**

a. **Erroneous Release**

- 1) The Office of Investigative Services (OIS) shall be immediately notified of all erroneous releases.
- 2) OIS shall notify MPD via the Synchronized Operations Command Center (SOCC) at (202) 727-9099 within one hour of being notified of an erroneous release.
- 3) The name of the person contacted, the date and time of notification shall be documented in the written report in accordance with PS 1280.2, *Reporting and Notification Procedures for Significant Incidents and Extraordinary Occurrences*.

b. **Escapes and Attempted Escapes**

- 1) **Central Detention Facility (CDF).** In the event of an escape or attempted escape from the CDF the staff shall respond in accordance with PS 1280.2, *Reporting and Notification Procedures for Significant Incidents and Extraordinary Occurrences* and shall report the escape or attempted escape to the Office of Community Corrections for input into the District Wide Escape System (DEMS).
- 2) **Community Correctional Centers (CCC).** Notification of a walkaway from CCC shall be reported via the DEMS system by the Office of Community Corrections.

c. **External Notification**

- 1) In the event of an escape, suspected escape or walk away from CDF or CCC, OIS shall ensure that MPD and the U.S. Marshals Service are notified via the SOCC.
- 2) OIS shall also notify the Shift Commander or the Office of Community Corrections staff upon completion of notification via the SOCC. The Office of Investigative Services shall provide the name of the person contacted and the date and time of notification for the Shift Commander or OCC staff in the notification documentation.