

 <p>DISTRICT OF COLUMBIA DEPARTMENT OF CORRECTIONS</p> <p>POLICY AND PROCEDURE</p>	EFFECTIVE DATE:	December 19, 2016	Page 1 of 4	
	SUPERSEDES:	1280.3C May 7, 2015		
	OPI:	OIS		
	REVIEW DATE:	December 19, 2017		
	Approving Authority	Quincy L. Booth Interim Director		
	SUBJECT:	ERRONEOUS RELEASES AND ESCAPE NOTIFICATION		
	NUMBER:	1280.3D		
Attachments:	None			

SUMMARY OF CHANGES:

Section	Change
	<i>No Changes Were Made During Annual Review Period</i>

APPROVED:



Quincy L. Booth, Interim Director

12/19/16

Date Signed

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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 § 2-1401.01 et 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 - a. **Directive Rescinded**

PP 1280.3C Erroneous Releases and Escape Notification
(05/17/15)
 - b. **Directives Referenced**

PP 1280.2 Reporting and Notification Procedures for Significant
Incidents and Extraordinary Occurrences

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7. **STANDARDS REFERENCED.** 4-ALDF-7F-02.

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

9. **GENERAL REQUIREMENTS/PROCEDURES**

a. **Erroneous Release**

- 1) The Records Office shall immediately notify the Office of Investigative Services (OIS) 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*.
- 4) The OIS will determine if the inmate has active stay away orders. If a subject of a stay away order is identified, the OIS will notify the subject of the stay away order that the inmate is no longer in custody. The OIS will document all efforts to locate the subject of the stay away order in the investigative file.

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 PP 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.
- 2) **Community Correctional Centers (CCC).** Notification of a walk-away from Work Release shall be reported via the DEMS system by the Office of Community Corrections.

Correctional Treatment Facility (CTF). In the event of an escape or attempted escape from the CTF, the staff shall notify the Metropolitan Police Department and the OIS.

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c. External Notification

- 1) In the event of an escape or suspected escape from the CDF or a walk away from Work Release, OIS shall ensure that MPD SOCC and the Capital Area Regional Fugitive Task Force are notified.
- 2) OIS shall also notify the Shift Commander or the Office of Community Corrections staff. 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 and by e-mail.
- 3) The OIS will check to determine if the inmate has active stay away orders. If a subject of a stay away order is identified, the OIS will ensure that the subject of the stay away order is notified of the escape. Efforts to contact the subject of the stay away order shall be documented in the Investigative notes.
- 4) If a Work Release absconder or escapee arrives at the CDF seeking to obtain his or her personal property, the Inmate Finance Officer shall immediately notify the OIS. The OIS Investigator will assure that the absconder/escapee is taken back into custody.

DOC/PP1280.3/12/19/2016