



## Illinois Department of Corrections

### Administrative Directive

Number:  
**01.07.927**

Title:  
**Fugitive Warrant Packet**

Effective:  
**7/1/2022**

<b>Authorized by:</b>	<i>[Original Authorized Copy on File]</i>	<b>Rob Jeffreys</b> Director
<b>Supersedes:</b>	01.07.927 effective 2/1/2019	

<b>Authority:</b> 730 ILCS 5/3-2-2	<b>Related ACA Standards:</b> 5-ACI-1F-01, 06 and 08, 5-ACI-3B-15
<b>Referenced Policies:</b>	<b>Referenced Forms:</b> DOC 0008 – Receipt for Warrant – Parole Division DOC 0192 – Escape Warrant DOC 0193 – Telephone Number List Request DOC 0195 – Parole Warrant DOC 0322 – Extradition Waiver Agreement DOC 0381 – Receipt for Warrant DOC 0434 – Incident Report

#### **I. POLICY**

The Department shall forward a fugitive warrant packet to the Operations Center for any person who has been declared a fugitive in need of apprehension.

#### **II. PROCEDURE**

##### **A. Purpose**

The purpose of this directive is to establish written procedures for the preparation and distribution of the fugitive warrant packet.

##### **B. Applicability**

This directive is applicable to the Operations Center, Parole Division and all correctional facilities within the Department.

##### **C. Facility Reviews**

A facility review of this directive shall be conducted at least annually.

##### **D. Designees**

Individuals specified in this directive may delegate stated responsibilities to another person or persons unless otherwise directed.

##### **E. Requirements**

1. Facility, Adult Transition Center or Electronic Detention Escape
  - a. The parent facility or adult transition center declaring fugitive status shall immediately prepare the fugitive warrant packet and forward same to the Operations Center. In cases of an escape from electronic detention, the fugitive warrant packet shall be forwarded to the Operations Center within 24 hours of notification of the escape.
  - b. The fugitive warrant packet shall include the following:

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- (1) Photograph (original), if digital photographs are not in file;
- (2) Escape Warrant, DOC 0192;
- (3) Receipt for Warrant, DOC 0381;
- (4) Telephone Number List Request, DOC 0193, if available;
- (5) Incident Report, DOC 0434, describing escape, when applicable;
- (6) Extradition Waiver Agreement, DOC 0322, for escapes from adult transition centers; and
- (7) Any other informative document that may aid in apprehension of the escapee, including the host site information for adult transition center leaves and electronic detention monitoring, or any information relating to the escapee's medical or mental health status deemed pertinent to apprehension by a physician or mental health professional.

**NOTE:** Pertinent information that is immediately available may be picked up by the assigned agent; however, the preparer shall be responsible for complete compliance with the provisions herein.

2. Parole or Mandatory Supervised Release Violators
    - a. The Parole Supervisor or Agent declaring fugitive status shall immediately prepare the fugitive warrant packet and forward same to the Operations Center.
    - b. The fugitive warrant packet shall include the following:
      - (1) Parole Warrant, DOC 0195;
      - (2) Receipt for Warrant – Parole Division, DOC 0008; and
      - (3) Any other informative document that may aid in apprehension of the escapee, including host site information, or any information relating to the escapee's medical or mental health status deemed pertinent to apprehension by a physician or mental health professional.
  3. The preparer shall notate on the fugitive warrant packet any documentation missing or not available.
  4. The Operations Center shall ensure that:
    - a. When requested, receipt of the fugitive warrant packet shall be confirmed with the preparer within three working days of receipt of the fugitive warrant packet or upon receipt of information requested by the facility, whichever comes first.
    - b. The preparer is notified of missing material if the fugitive warrant packet is determined to be incomplete.
    - c. A copy of the fugitive warrant packet is forwarded to the assigned Agent and Fugitive Apprehension Unit, as appropriate.
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