



U.S. Immigration & Custom Enforcement's (ICE) Secure Communities: How to file a complaint alleging violations of civil rights and civil liberties

Secure Communities is ICE's comprehensive strategy to improve and modernize efforts to identify and remove dangerous criminal aliens from the United States. As part of the Secure Communities strategy, ICE is deploying a biometric identification information sharing capability to more quickly and accurately identify criminal aliens in local law enforcement custody.

ICE is committed to ensuring that the biometric identification technology and information sharing agreements it has with law enforcement partners across the country are used appropriately. To that end, ICE encourages reporting any allegations of racial profiling, due process violations, or other violations of civil rights or civil liberties related to the Secure Communities initiative. The complaint reporting process provides a clear, consistent mechanism by which alleged violations of civil rights and/or civil liberties may be addressed by the Department of Homeland Security (DHS).

Complaints alleging violations of civil rights or civil liberties should be submitted in writing via letter, fax or e-mail to:

U.S. Department of Homeland Security
Office for Civil Rights and Civil Liberties
Review & Compliance Unit
245 Murray Lane, SW
Building 410, Mail Stop #0800
Washington, DC 20528

Web: <http://www.dhs.gov/civil liberties>
Phone: (202) 401-1474
Toll Free: (866) 644-8360
Email: civil.liberties@dhs.gov
Fax: (202) 401-4708
Local TTY: (202) 401-0470
Toll Free TTY: (866) 644-8361

Complaints are accepted in languages other than English and may be filed on behalf of someone else. When filing a complaint on another's behalf, express written consent from the individual on whose behalf the complaint is being filed is also required.

The Office for Civil Rights and Civil Liberties (CRCL) at DHS is authorized to review, assess and investigate allegations of abuses of civil rights, civil liberties, and profiling on the basis of race, ethnicity, or religion, by employees and officials of DHS, or through DHS programs and activities (6 USC 345 and 42 USC 2000ee-1). For additional information, call toll free at 1-866-644-8360 or visit www.dhs.gov/civil liberties.

CRCL recommends that complaints include the following information:

- *Appropriate contact information:* name, date of birth, A-number (if any or available), and contact information for the alleged victim; and name and contact information for the organization filing the complaint (if any).
- *A written description of the alleged violation, including:* date, time and location; name(s) and contact information of any witnesses; and name and contact information (if available) of the DHS employee(s) alleged to have committed the violation or the relationship of the alleged violation to a DHS program.
- *Relevant documentation, including:* copies of any paperwork served at or provided during the arrest and detention process, such as arrest records, detainer documents, and conviction records.
- *A summary of other steps,* if any, that have been taken to resolve this complaint.

CRCL will initially refer complaints to the DHS Office of the Inspector General. The complaint may later be referred to the relevant DHS component or investigated internally by CRCL.

Privacy Act Statement: The information you provide will be used in accordance with 5 USC 552 (Freedom of Information Act), 5 USC 552a (Privacy Act), 6 USC 345 (Homeland Security Act), 44 USC 3101 (Federal Records Act), and other relevant federal laws. While we will seek to prevent unnecessary disclosure of the information you provide, we may need to share some of this information with relevant persons. Also, we may be required by law or government policy to release information, in whole or in part, to other government agencies, Congress, and other private individuals. Such disclosures may be mandatory under the Privacy Act, the Freedom of Information Act, the Federal Records Act, and other statutes or regulations. When disclosures are made, personal information will be redacted to the extent permissible. A discussion of your rights under the Freedom of Information Act and the Privacy Act can be found at <http://www.pueblo.gsa.gov/call/foia.htm>.