



**DEPARTMENT OF CORRECTIONS
Inspections**



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| Title: | Escapes | DOC Policy: 70.1.1 |
| Effective: | 5/9/24 | Supersedes: 9/1/15 |
| Applicability: | Special Investigations Unit, Institutions, and Offender Information and Sentencing Computation (OISC) | |
| Directives Cross-Reference: | ORS 144.420 Work Release Program ORS 162.155 Escape II ORS 162.165 Escape I ORS 420A.206 Conditional Release ORS 421.166 Emergency Leave ORS 421.168 Transitional Leave OAR 291-063 Short-Term Transitional Leave | |
| Attachments: | Form – Extradition Parameters for Warrant Entries (CD1645) Form – Order for Arrest and Return of Prisoner Warrant (CD1644) | |

I. PURPOSE

The purpose of this policy is to establish a notification process in the event an adult in custody escapes from secure physical custody, or in the event of the unauthorized departure from the legal custody of DOC. Notification shall include appropriate victims and other interested parties. In addition, this policy defines an established process for entering all-points bulletins (APBs) and issuing, updating, and clearing Oregon Department of Corrections (DOC) Order for Arrest and Return of Prisoner Warrant (CD1644).

NOTE: DOC does not issue arrest warrants per se; rather DOC issues an Order for Arrest and Return of Prisoner Warrant that authorize law enforcement agencies to arrest and detain our escapees.

II. DEFINITIONS

- A. **Adult in Custody (AIC):** Any person under the supervision of the Department of Corrections who is not on parole, probation, or post-prison supervision status.
- B. **Adult on Supervision:** Any person under the supervision of the Oregon Department of Corrections who is on parole, probation, post-prison supervision, or leave status.
- C. **Administrative Message (AM):** An English language system message from one agency to another sent via LEDS 20/20.

- D. All-Points Bulletin (APB): A LEDS 20/20 message sent to all Oregon law enforcement agencies to alert them an AIC has escaped, providing details of the escape, a description of the escapee, and contact numbers.
- E. Constructive Escape: Includes AICs and adults on supervision who:
 - 1. Are not extradited from another state or federal's custody (ghost escapees);
 - 2. Are sentenced to DOC custody and have been released from jail prior to admission to DOC;
 - 3. Are sentenced to DOC custody, released from jail but failed to report as ordered for transport to DOC; or
 - 4. Unlawfully departed from DOC custody, failed to report as required, or committed act(s) resulting in arrest, detention, or incarceration by another jurisdiction while under any of the following conditions:
 - a. On DOC-approved leave for emergency leave (ORS 421.166) or transitional leave (ORS 421.168) including AICs on non-prison leave from Alternative Incarceration Programs (AIP);
 - b. On DOC-approved work release (ORS 144.420);
 - c. On Second Look conditional release (ORS 420A.206); or
 - d. Out to court in another jurisdiction's jail and are released inappropriately.
- F. Escape: The unlawful departure of an AIC under DOC custody from:
 - 1. The secure perimeter of a facility;
 - 2. The immediate control of DOC staff while outside of a DOC facility secure perimeter (e.g., AIC work crews, transport);
 - 3. The grounds of a minimum-security facility without a secure perimeter; or
 - 4. The direct supervision of non-DOC personnel authorized to supervise an AIC (such as a Forest Service AIC work crew supervisor) while outside the facility secure perimeter.
- G. Ghost Escapee: An AIC released from federal or another state's custody where Oregon authorities do not extradite the AIC back to Oregon for service of their outstanding Oregon sentence(s).

- H. NCIC (National Crime Information Center): A nationwide message switching system created to provide interstate exchange of criminal justice information that is operated by the Federal Bureau of Investigation (FBI) in Washington D.C.
- I. Order for Arrest and Return of Prisoner Warrant (CD1644): A DOC form granting authority to any law enforcement agency to arrest, detain, and hold a DOC AIC that has escaped, absconded, or otherwise left custody without authorization, within the limitations of the arresting agencies rules, until arrangements can be made to return the individual to the custody of the department.
- J. Unauthorized Departure: The failure to return to custody after any form of temporary release from a correctional facility.
- K. LEDS 20/20: A web-based law enforcement data system providing telecommunications and information services to all law enforcement and criminal justice agencies through the use of modern communications and information system technology.
- L. ORI (Originating Agency Identifier): A unique nine-digit number utilized in LEDS 20/20 that is issued by the FBI to each criminal justice agency in the United States.

II. POLICY

A. Escape Notifications:

1. When an employee learns of an AIC's escape or unauthorized departure, the employee shall immediately notify the housing institution's Control Center.
2. The housing institution's Control Center staff shall immediately:
 - a. Notify the Oregon State Police – Regional Dispatch Center;
 - b. Notify the functional unit manager;
 - c. Notify the Special Investigations Unit (SIU) 24-hour phone at 503-569-0734 (staff shall call until they reach a person);
 - d. Notify Santiam Correctional Institution (SCI) Control Center staff at 503-378-5807;
 - e. Notify the appropriate Institution Administrator to initiate Central Office notifications, if not done by the functional unit manager; and

- f. Notify the housing institution's records office and others as directed by the Unusual Incident Report.
3. DOC will make the following notifications during normal business hours:
- a. Detainer interests (notification made by Offender Information Sentence Computation unit - OISC);
 - b. Fire Marshal, if the AIC was serving an arson conviction (notification made by the housing institution's functional unit manager or designee); and
 - c. Victim Information System Oregon (VISOR) (notification prompted by escape status change and assisted by SIU).
- B. Issuing APB, Signature of the Hard Copy Order for Arrest and Return of Prisoner Warrant, and Entry of Wanted Person Warrant into LEDS and NCIC:**

1. The housing institution's Control Center staff shall immediately:
- a. Enter an All-Points Bulletin (APB) into LEDS and NCIC, listing a description of the escapee, last known clothing, direction of escape if available, and any additional law enforcement intelligence. Fax a copy to SCI and SIU. If the housing institution's Control Center is unable to enter an APB, SIU or SCI can assist.

**DURING NORMAL BUSINESS HOURS
(Monday through Friday 7:00 a.m. through 3:00 p.m.):**

- b. If the AIC has escaped from a DOC facility, contact the local OISC Institution Records Office staff. If the AIC escaped from any other facility or location, or if Institution Records Office staff is unavailable, contact the OISC Central office at 503-570-6919.

The designated OISC staff shall:

- A. Prepare the Order for Arrest and Return of Prisoner (CD1644) and have the institution functional unit manager sign it. This should be done immediately.
- B. After the Order of Arrest and Return of Prisoner is signed, enter the wanted person warrant into LEDS and NCIC in accordance with subsection (C) herein.

- C. Immediately call SCI Control Center at 503-378-5807 and forward the following to the SCI Control Center for warrant confirmation purposes and a copy to SIU:
 - i. Signed copy of the Order for Arrest and Return of Prisoner (CD1644)
 - ii. LEDS and NCIC confirmations
 - iii. Warrant copies
- D. Notify the appropriate OISC Central Unit Prison Term Analyst.

AFTER NORMAL BUSINESS HOURS & DURING HOLIDAYS:

- c. SCI Control Center staff shall immediately:
 - A. Request the housing institution from which the AIC escaped or unlawfully departed to prepare the Order for Arrest and Return of Prisoner (CD1644) and have the institution functional unit manager sign the order. This must be done before a warrant can be entered into LEDS and NCIC.
 - B. After the Order of Arrest and Return of Prisoner is signed and sent to SCI Control Center, SCI Control Center will enter the wanted person warrant into LEDS and NCIC in accordance with subsection (C) herein.
 - C. SCI Control Center will create a file for the current escape or unauthorized departure. Copies of any administrative messages, APB, the signed Order for Arrest and Return of Prisoner, and a copy of the wanted person warrant entry will be maintained in the file at the SCI Control Center.
 - D. SCI Control Center staff will assure SCI records staff are apprised of the event as soon as practicable following initial actions.
 - E. The following documents shall be forwarded to SIU:
 - i. Signed Order of Arrest and Return of Prisoner (CD1644)
 - ii. Wanted person warrant
 - iii. APB

- iv. Unusual Incident Report
 - v. Misconduct Report
 - vi. Any memorandum of action taken by staff
2. The adult in custody's housing institution's functional unit manager or designee will initiate an Unusual Incident Report regarding the escape, the required notifications, and a Misconduct Report.

C. LEDS and NCIC Warrant Entry:

1. Warrants will be issued for all felons, including constructive escapes, with time remaining to be served in DOC; however, extradition limits may vary by crime class and the length of the remaining sentence. Staff shall refer to the attached Extradition Parameters for Warrant Entries (CD1645) to identify the extradition limits and determine whether to enter a nationwide or Oregon-only warrant.
2. The following information will be entered in the miscellaneous field of the warrant to indicate warrant confirmation will be available only through the SCI Control Center: "Escapee confirm 24 hours SCI Control Center via phone (503-378-5807), or teletype (SCI ORI: OR024135C or SCI)."
3. A caution notation should be entered if information exists that indicates the escapee is armed or if other information exists that would otherwise substantiate a caution entry.
4. Each wanted person or escape warrant entry shall be verified by a second person to ensure the accuracy of the entry prior to its submission into LEDS and NCIC, or as soon as possible after the entry of the warrant if a second person is not immediately available.
5. The institution from which the escape or unlawful departure occurred is responsible for the accuracy and completeness of the information contained in the wanted person warrant and APB entries even though they may not have entered the information.
6. All modifications to the original wanted person warrant will be made by the staff from the same ORI as the warrant was entered. A copy of any modification shall be sent to the SCI Control Center and to the facility where the escape occurred.

D. Confirmation of Wanted Person Escape Warrants:

1. When a law enforcement agency requests a wanted person warrant confirmation, SCI Control Center will respond within 10 minutes to the requesting agency. In the event a warrant has been served, SIU will be contacted to coordinate extradition and Interstate Compact when the arrest occurs outside of Oregon.
2. Confirmation of the warrant will be provided by SCI Control Center to the arresting agency and to the ORI for SIU (ORI: OR024175C/FNN) so extradition and transportation arrangements may be made. Hit confirmation of a valid warrant will be given only when a signed warrant is found in the warrant file.

E. Clearing Order for Arrest and Return of Prisoner Escape Warrants:

1. Immediately after notification of arrest via receipt of a locate message, the wanted person warrant shall be cleared from LEDS and NCIC by the SCI Control Center.
2. SCI Control Center will make immediate notification to the SIU 24-hour phone at 503-569-0734 when an escapee who escaped from physical custody is arrested. Contact with an Inspector must be made; leaving messages will not suffice. Constructive escapee arrest notification can be made via e-mail.
3. SCI Control Center will send all information contained in the warrant file to the SCI records office staff. SCI records staff will forward copies to SIU.

IV. IMPLEMENTATION

This policy will be adopted immediately without further modification.

Certified: signature on file
Julie Vaughn, Rules Coordinator

Approved: signature on file
Heidi Steward, Deputy Director

EXTRADITION PARAMETERS FOR WARRANT ENTRIES

Type of crime and length of time remaining on a sentence are factors that determine extradition limits for a warrant. The list below should be used for the purposes of entering warrants into LEDS and NCIC.

| Type of Sentence Left Unserved | Warrant Entry |
|---------------------------------------|--|
| Class "A" Felony | Nationwide – No Extradition Limits |
| Class "B" Felony | Nationwide – Shuttle States Only [List WA, OR, ID, MT, NCA (Northern California) in miscellaneous field] |
| Class "C" Felony | Oregon Only |
| AIP NPL or STTL Violators | Oregon Only (SW) |
| Ghosts We Don't Pick Up | Use Extradition Limits Provided by Extradition Officer |

Note: SW and EW are codes used in LEDS entry

All hit notifications should be confirmed.

Extradition limits will need to be decided on an individual basis through the Special Investigations Unit (SIU) Fugitive Inspector, the DOC Extraditions Officer, or the Governor's Office.



STATE OF OREGON DEPARTMENT OF CORRECTIONS

3723 Fairview Industrial Drive SE, STE 200

Salem, OR 97310

SCI Control Center (503) 378-5807

*** ORDER FOR ARREST AND RETURN OF PRISONER ***

| | |
|--|--|
| WARRANT NUMBER (enter SID#): | |
| Whereas (enter name of escapee): | |
| Date of birth: | |
| SID: | |
| Escaped from (enter name of facility or other): | |

An individual duly sentenced to the Oregon Department of Corrections has escaped from custody or has not completed service of their term of incarceration and is therefore a fugitive from justice and subject to arrest and detention in accordance with Oregon Revised Statute 144.350.

Any Sheriff, Peace Officer, Parole Officer, or Corrections Officer is hereby authorized and directed to take into custody and have this person detained until an agent of the above agency arrives and custody can be transferred to the agent.

Now therefore, I, enter Functional Unit Manager name in pursuance of the power and authority vested in me by law, do hereby issue this arrest, detention and return warrant.

THIS IS A NO BAIL WARRANT

Given under my hand this [Date].

Functional Unit Manager name and title