

Houston Police Department
Directive Issued on 04/23/26 (Circular No. 26-0423-044)
Updated Directive: Immigration and Customs Enforcement (ICE) Administrative Warrant Procedures

On April 22, 2026, City Council passed City Ordinance 2026-0335 relating to immigration procedures and establishing standards for interactions with federal immigration authorities. This Circular supersedes **Circular #26-0413-042** and serves as an update to our existing internal process related to United States Immigration and Customs Enforcement (ICE) administrative warrants in the National Crime Information Center (NCIC). The 30-minute maximum to resolve these scenes is no longer in effect.

As previously advised, in February of 2025, ICE added over 700,000 ICE administrative warrants into NCIC.

In the normal course and scope of daily patrol duties and/or investigations, we may come across these hits in NCIC. This requires officers to contact the ICE Law Enforcement Support Center (LESC) when they receive these hits on NCIC. While these warrant hits are very rare, this directive seeks to ensure we are handling these incidents as expeditiously as possible and in continued compliance with all local, state and federal laws, including the 4th Amendment of the U.S. Constitution. This directive also ensures that we keep our officers in service and available to serve the public.

Any time an officer receives an NCIC hit that is an ICE administrative warrant, a sergeant must make the scene.

If there are no local criminal charges:

- Upon receiving the hit, the officer will request a sergeant to make the scene.
- The officer will continue to contact the LESL to verify the hit.
- The LESL will verify the warrant and the identity of the individual.
- The LESL may request for an agent to meet the officer in the field. The sergeant and officers will ensure that individuals are detained as long as reasonably necessary to complete the legitimate purpose of the initial stop or investigation and for other legitimate purposes discovered during the detention.
- If the LESL requests for an agent to meet the officer in the field, the sergeant should authorize the officer to wait a reasonable amount of time to enable the agent to obtain custody of the individual.
- The officer shall continue to relay all pertinent information gathered to the LESL or the agent that the LESL has put them in contact with.
- HPD personnel shall not transport any individual that solely has an administrative warrant from ICE. This does not include moving the scene to a safe location in close proximity (e.g., moving off a freeway) to the original scene.
- The officer shall document all actions in an offense report using RMS code "37540 A, Immigration Inquiry". This shall include the name of the Sergeant that made the scene.

If there are local criminal charges on a suspect, and there is an administrative warrant from ICE:

- Upon receiving the hit, the officer will request a sergeant to make the scene.
- The officer will continue to contact the LESC to verify the hit.
- The LESC will verify the warrant and the identity of the suspect.
- The officer will transport the suspect to Joint Processing Center (JPC) per policy for the new charges and notify the LESC of the suspect's location.
- The officer shall then document all actions in an offense report to include using RMS code "37540 A, Immigration Inquiry". This shall include the name of the Sergeant that made the scene.

This Circular amends **General Order 500-05**, *Undocumented Immigrants*, and will be incorporated into its next revision.