

TCJS GENERAL IMMIGRATION REPORT OVERVIEW

Immigration reports are due NO LATER than the 5th of every month per Government Code, Chapter 511.

If you have any questions regarding The Commission's immigration report or the instructions below, please contact monthly.reports@tcjs.state.tx.us

Who reports inmates being held on a contract basis? The originating County? Or the County physically housing the inmate?

- On the immigration report, the originating county must report the inmate. For example, if you are housing an inmate with an immigration detainer in another county, you must report the inmate on your immigration report, the county physically housing the inmate will not report the inmate on their immigration report.

Who reports inmates with immigration detainees being housed in Operation Lonestar Units (Dolph Briscoe Unit, Segovia Unit, Lopez Unit)?

- Inmates with immigration detainees being housed in the Dolph Briscoe, Segovia, and Lopez Unit will be claimed by Dolph Briscoe, Segovia, and Lopez Unit, not the originating county. The only immigration detainees that the originating county will claim are immigration detainees that are being physically housed in their facility.

HOW TO FILL OUT TCJS'S IMMIGRATION FORM

County Name:

- The name of your county.

Reporting Period:

- The reporting period is the previous month. For example, if you are submitting your paper ready report on October 1, 2023, then the reporting period is September 2023, as you are reporting all inmates with immigration detainees during the month of September.

Did you have any inmates with immigration detainees during the reporting period?

- List "Yes" if you had any inmates with immigration detainees during the reporting period (even if they were released). If you transferred your inmates to an ICE facility within less than 72 hours, the answer to this question is still yes, and you will need to list the inmates on the roster below.
- List "No" if you did not have any inmates with immigration detainees during the reporting period, OR if the only inmates with immigration detainees you had were housed in an OLS Unit. If you list "No, " you do not have to fill out the roster below; just fill out the information at the bottom of the spreadsheet regarding signatures, contact information, etc.

Cost Per Day:

- To determine your cost per day, please contact your county auditor. Your cost per day is how much it costs to house one inmate per day in your jail.

Male of Female:

- Male = M
- Female = F

****Please do not enter any other phrase or word other than M or F into this box as the CSV will not accept any other answer****

Inmate Name:

- Please report inmates by their last name, first name. If an inmate has two last names, please list both last names.

Date of Confinement:

- Date inmate was booked into your facility.

Date Immigration Detainer was Placed:

- Date ICE placed the detainer on the inmate.

Date Inmate was Transferred or Released:

- Date inmate was transferred/released to an ICE facility, TDCJ, or released from your county jail.