



Court Services and Offender Supervision Agency for the District of Columbia
Community Supervision Services
Office of the Associate Director

MEMORANDUM

DATE: March 11, 2002

TO: All Branch Chiefs

FROM: Tom Williams, Associate Director CSS

RE: Proper procedures for D.C. code offenders arrested on D.C. Court/US PC warrants while outside the jurisdiction

Please be informed of the following:

According to the United States Marshal Service (USMS), in cases where a probationer is arrested in another state on a D.C. Superior Court bench warrant, the matter is heard before a U.S. Magistrate Judge in that state. If the judge determines that the probationer should be sent back, the USMS (in the state's U.S. Courthouse) will make arrangements to transport the offender to D.C. That process is supposed to occur within 10 days; depending upon the availability if transportation.

In cases where the arrest is based on a parole warrant, either an old DC Parole Board warrant or a warrant issued by the United States parole Commission (US PC), the local United States Parole Office (USPO) will conduct a preliminary hearing within 5 days of the offender's arrest. The USPO will determine probable cause and make a recommendation to the US PC for the offender to have an institution or local revocation hearing. The offender will be transferred by the USMS to the nearest federal institution to await the revocation hearing.

This memorandum is to serve as guidance to you and your staff with respect to offenders' apprehension outside of the District of Columbia. Please ensure that all staff within your respective spans of control are aware of the content of this correspondence.

cc: Mr. Elias Kibler
Ms. Valerie Collins
Mr. James Morris

Info Copy: Ms. Christine Keels
Ms. Linette Lander