

	KANSAS CITY, MO. POLICE DEPARTMENT	DATE OF ISSUE	EFFECTIVE DATE	NO.
	<b>PROCEDURAL INSTRUCTION</b>	7-29-14	7-29-14	14-11
SUBJECT			AMENDS	
<b>Contact with Foreign Nationals</b>				
REFERENCE		RESCINDS		
P.I. Language Interpreting Services Missouri Revised Statute Section 67.307 Victims of Trafficking and Violence Protection Act Immigration and Nationality Act, Title 8 U.S.C. 1101(a)(15)(U)		Procedural Instruction 06-8 & 06-8A Department Memorandum 09-7		

## \*I. INTRODUCTION

This Procedural Instruction provides instructions for members regarding contact with foreign nationals, where treaties and/or federal laws may require special additional procedures. These contacts may include a simple arrest or detention of a non-US citizen, and/or the foreign national's immigration status (documented/authorized or other).

## II. TERMINOLOGY

- A. **Consular Officer** – a citizen and employee of a foreign country authorized to provide assistance on behalf of a foreign government to that same government's citizens in a foreign country.
- B. **Diplomat** - an officer of a foreign government assigned to an embassy in Washington, D.C. Many diplomatic officers are authorized by their government to perform consular functions; and thus, to act as consular officers.
- C. **Diplomatic Immunity** - exclusion from federal or local jurisdiction accorded under international law to certain accredited diplomatic, consular, or other official personnel of foreign countries. This immunity extends to both criminal and civil process (full immunity).
- \*D. **Foreign National** – any person who is not a U.S. citizen or a person, who owes permanent allegiance to a foreign country, including holders of legal permanent residence (“green card” holders). There are rare situations in which a person is neither a U.S. citizen nor a foreign national; i.e. “stateless,” in which consular notification requirements do not apply.
- E. **Undocumented/Unauthorized Foreign Nationals** - any person not a citizen or a national of the United States (formerly known as an “alien”), who has entered the United States illegally or has violated the conditions of his/her admission.

**\*III. PROCEDURE**

This directive has been arranged in annexes to address the various situations which may arise and to provide procedures consistent with United States policies relating to foreign nationals.

Annex A – Undocumented/Unauthorized Foreign Nationals

Annex B – Consular Notification and Access

\*Annex C – “U Visa Law” of the Immigration and Nationality Act

Annex D – Requests for Asylum by Foreign Nationals

Annex E – Diplomatic License Plates and Immunity

Annex F – Telephone Listing – Government Agencies

Darryl Forté  
Chief of Police

Adopted by the Board of Police Commissioners this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_.

Alvin Brooks  
Board President

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**UNDOCUMENTED/UNAUTHORIZED FOREIGN NATIONALS**

\*This annex is in accordance with Missouri Revised Statutes, Section 67.370, which states, “the governing body or Chief of Police shall provide each law enforcement officer with written notice of their duty to cooperate with state and federal agencies and officials on matters pertaining to enforcement of state and federal laws governing immigration.”

- A. All undocumented/unauthorized foreign nationals are subject to immigration laws, which regulate entry and conditions for their stay in the United States. Undocumented/unauthorized foreign nationals who have illegal status may be subject to arrest and deportation by the U.S. Immigration and Customs Enforcement (ICE). **Only immigration officers have the authority to detain and arrest suspected undocumented/unauthorized foreign nationals for violations of the immigration laws.**
- B. It is recognized that ICE priorities, jail space, and other resources may impact ICE’s decision to take custody of undocumented/unauthorized foreign nationals. However, there will be coordination with ICE in identifying those undocumented/unauthorized foreign nationals involved in criminal activities (Refer to Annex F, Telephone Listing, of this directive for further information). Officers will also assist ICE in determining which situations and people warrant their involvement.
- C. Officers shall not detain or arrest a person for being a suspected undocumented/unauthorized foreign national if no other charges exist.
- \*D. Interpreting services are available for members who encounter communication difficulties with individuals who speak a foreign language. Refer to written directive entitled, “Language Interpreting Services.”
- E. Officers who, in the normal course of duty, have probable cause to believe a suspected undocumented/unauthorized foreign national has committed a violation of city, state, or federal law **(with the exception of immigration laws)** may arrest the individual on the charge(s) in accordance with current booking procedures. Arrested undocumented/unauthorized foreign nationals will be given the same rights as United States citizens.
  - 1. ICE shall be notified immediately of all persons arrested on city, state, or federal criminal charges who are suspected of being undocumented/unauthorized foreign nationals. The notification should include:
    - a. That a suspected undocumented/unauthorized foreign national is in custody;
    - b. The charges pending against the individual;

- c. The circumstances surrounding the arrest;
  - d. The name and identifiers given by the individual;
  - e. A description of any documents (i.e., immigration papers, identification, etc.) in the possession of the individual.
2. Before a suspected undocumented/unauthorized foreign national posts bond on a bondable violation, the arresting officer will determine if ICE is requesting a “hold” on the individual.
- a. A “hold” will be placed on the suspected undocumented/unauthorized foreign national, pending final disposition of charges, only if requested by ICE. The notation “hold for ICE” and the name of the authorizing ICE agent will be entered on the arrest report, and in the “Remarks” section under the Arrest Information tab in the Corrections Management System (CMS).
  - b. If an ICE agent cannot be contacted, or cannot respond, then the individual will be allowed to post bond, in accordance with current bonding procedures if applicable, and be released.
- \*3. When contacting ICE, the officer should advise that an undocumented/unauthorized foreign national is presently in police custody and a telephone response is needed from ICE. If no contact can be made, contact the U.S. Department of Homeland Security – Command Center and leave a message for an ICE after-hours duty officer.
4. A notification to ICE shall be coordinated with the prosecutor’s office by the appropriate investigative element, when a criminal proceeding involving a suspected undocumented/unauthorized foreign national is likely to result in a guilty plea or guilty verdict of a felony or serious misdemeanor.
- a. Members assigned to investigative elements conducting criminal investigations on suspected undocumented/unauthorized foreign nationals, are encouraged to coordinate the investigations with ICE.
  - b. ICE normally does not provide translation services for police agencies. However, in cases involving very serious crimes or a task force case in which ICE is a participant, ICE may be willing to assist on a case by case basis.
  - c. Assistance by ICE will be made on a case by case basis and is at the discretion of ICE.

- F. Members who encounter undocumented/unauthorized foreign national(s) who have in their possession a firearm, a substantial amount of currency or narcotics, should notify and forward all related reports to ICE, Homeland Security Division Office, the Gang Squad, as well as the investigative unit responsible for the offense.
1. The member may contact ICE to ascertain if the individual is in the country legally or not.
  2. ICE will be responsible for the follow-up investigation to verify if the individual is in the country legally.
  3. If the individual is determined to be an undocumented/unauthorized foreign national, ICE will be responsible for the deportation proceedings.

## CONSULAR NOTIFICATION AND ACCESS

The United States and other foreign countries are parties to treaties (e.g. the Vienna Convention on Consular Relations) and other agreements requiring, among other things, consular notification and access for arrested foreign nationals. Article VI, clause 2, of the Constitution of the United States declares, “all treaties made shall be the supreme law of the land.” These treaties are therefore binding on all federal, state, and local government officials, including local law enforcement officials.

- A. The Kansas City, Missouri Police Department will ensure compliance with United States policies concerning consular notification and access to arrested foreign nationals.
- \*B. Federal law requires that most foreign nationals carry immigration documents with them at all times while in the United States (U.S.C. §1304e).
  - 1. Arresting officers may frequently come across foreign nationals without documentation identifying their country of nationality.
  - 2. It is the arresting officer’s responsibility to inquire about a person’s nationality if there is any reason to believe that he or she is not a U.S. citizen.
  - 3. In all cases where an arrestee claims to be a non-U.S. citizen, arresting officers should follow the appropriate consular notification procedures, even if the arrestee’s claim cannot be verified by documentation.
  - 4. Regardless of a foreign national’s immigration status (legal or otherwise), consular notification procedures must be followed.
- \*C. A person who is not a U.S. citizen, but who is a citizen or national of two or more other countries, should be treated in accordance with the procedures applicable to each of those countries (mandatory or non-mandatory notification).
- \*D. When a foreign national has been arrested, the arresting officer will determine if the foreign national is on the list of mandatory notification countries (refer to Section N of this annex for a list of mandatory notification countries).
- \*E. If the foreign national’s country is **not** on the Mandatory Notification list:
  - 1. Before booking the arrest, the arresting officer will inform the foreign national, without delay, that he or she may have their country’s consulate notified of their arrest/detention if they so desire.
  - 2. If the foreign national does not wish to have their country’s consulate notified, make notation of this in their booking record.

3. If the foreign national does want their country's consulate notified, without delay, notify the country's nearest consular officer of the arrest/detention.
- \*F. If the foreign national's country **is on** the mandatory notification list, the arresting officer will, without delay, notify the country's nearest consular officer of the arrest/detention.
- \*G. The arresting officer will record whether notification is or is not made to a consular office, (either mandatory or non-mandatory notification requirements) in the booking record of the foreign national. The arresting officer will record the below information under the "Booking" tab, place a "Y" in the "Spc Handle" (i.e., Special Handling) field. Then complete the "Remarks" field with the following information regarding consular officer notification:
1. Date and time of notification.
  2. Name of consular officer notified of arrest/detention.
  3. Any specific information or instructions given by the consular officer.
  4. If notification to a consular office was not made, explain why.
- H. The U.S. Department of State – Bureau of Consular Affairs web site (refer to Annex F, of this written directive) can be accessed to obtain the most up-to-date list of mandatory notification countries, and updated telephone and fax numbers for foreign embassies and consulates in the United States. The Headquarters Detention Unit, as well as all patrol division detention facilities have a copy of the "Consular Notification and Access," which also contains the consulate notification telephone and fax numbers.
- \*I. The Government of Mexico; (while not on the mandatory notification countries list) has informed the Department of State of its desire to be notified of the detention of any minor, pregnant woman, or person with an extremely serious mental or physical problem or a person who is charged with a crime that could result in capital punishment. The department will honor this request and make these notifications.
- \*J. Privacy concerns or the possibility that a foreign national may have a legitimate fear of persecution or other mistreatment by his or her government may exist in some mandatory notification cases. The notification requirement should still be honored, but it is possible to take precautions regarding the disclosure of information. The Department of State may be contacted for guidance. Refer to Annex F, Telephone Listing, of this directive for further information.

\*K. During the initial notification of an arrest or detention of a foreign national (whether from a mandatory or non-mandatory notification country), the arresting officer should use discretion in deciding how much information is provided to the consular officer. It is recommended that if a consular officer requests the reasons for arrest or detention, the arresting officer provide them with the information as a courtesy.

1. Bilateral consular agreements require the arresting officer to give the consular officer the reasons why the foreign national was arrested or detained.
  - a. Algeria. The bilateral agreement requires the arresting officer to inform the consular officer of the reasons or “motivating circumstances” behind the detention, whether or not the consular officer expressly asks you for the reasons. In this situation, the arresting officer will inform the consular officer of the details leading up to and including the arrest and detention of the foreign national during the initial notification to the consular officer of that country.
  - b. Bulgaria, China (including Hong Kong and Macao), Czech Republic, Mongolia, Poland, and Slovakia. The bilateral agreement requires the arresting officer to inform the consular officer of the reasons behind the detention **only** if the consular officer asks for the reasons.
2. If a consular officer insists that he or she is entitled to information about a foreign national that the foreign national does not want disclosed the officer will contact the Department of State for guidance. Refer to Annex F, Telephone Listing, of this directive for further information.

\*L. Consular Officers

1. It is for the consular officer to decide whether, when, and how to respond to a notification that one of their nationals has been detained.
2. Consular officers have identification cards issued by the Department of State.
  - a. If there is any doubt about the authenticity of a State Department identification card;
    - (1) The U.S. Department of State - Office of Protocol may be contacted during business hours (0815-1700 hours) to verify the identity and status of the official.
    - (2) Outside business hours, the U.S. Department of State - Diplomatic Security Command Center should be contacted. (Refer to Annex F, Telephone Listing, of this directive for further information).



- b. **EXCEPTION** - Iranian Interests Section employees of the Embassy of Pakistan **do not** possess consular notification cards. If a foreign national of Iran is arrested, consular access must be permitted to “properly notify” the Iranian Interests Section employees of the Embassy of Pakistan.
  - (1) Due to protecting power arrangements between the Department of State and the Embassy of Pakistan, when a request from the Iranian Interest Section is received for consular access, the Department of State will be contacted to verify that the Iranian Interests Section employees who are requesting consular access to an arrest have properly notified the Department of State of their request and are authorized such access.
  - (2) Pakistani consular officers may also conduct consular visits with Iranian nationals. Refer to Section C of this Annex for further information regarding Dual Nationals.
- 3. Consular officers must be given access to the foreign national and permitted to communicate with him or her.
  - a. Consular officers have the right to visit the foreign national, to converse and correspond with him or her, and to arrange for legal representation. This communication should be allowed to be conducted privately. Consular officers cannot be restricted in the questions they pose to the detained foreign national.
  - b. Consular officers must refrain from acting on behalf of the foreign national if the foreign national opposes their involvement.
  - c. If the foreign national does not want consular assistance, the consular officer should be allowed an opportunity to confirm this fact directly; e.g., through a one-time face-to-face visit.
  - d. Consular officers may not act as attorneys for their foreign nationals.
- \*M. Detention Unit personnel will notify consular officers immediately of the death, serious injury, or illness of all detained foreign nationals.

\*N. The following table consists of the mandatory notification countries and jurisdictions.

Albania	Costa Rica	Kazakhstan	Romania	Trinidad and Tobago
Algeria	Cyprus	Kiribati	Russia	Tunisia
Antigua and Barbuda	Czech Republic	Kuwait	Saint Kitts and Nevis	Turkmenistan
Armenia	Dominica	Kyrgyzstan	Saint Lucia	Tuvalu
Azerbaijan	Fiji	Malaysia	Saint Vincent and the Grenadines	Ukraine
Bahamas	Gambia	Malta	Seychelles	<sup>3</sup> United Kingdom
Barbados	Georgia	Mauritius	Sierra Leone	Uzbekistan
Belarus	Ghana	Moldova	Singapore	Zambia
Belize	Grenada	Mongolia	Slovakia	Zimbabwe
Brunei	Guyana	Nigeria	Tajikistan	
Bulgaria	Hungary	Philippines	Tanzania	
<sup>1</sup> China (including Macao and Hong Kong)	Jamaica	<sup>2</sup> Poland (non-permanent residents only)	Tonga	

<sup>1</sup> Notification is not mandatory in the case of persons who carry "Republic of China" passports issued by Taiwan. Such persons should be informed without delay that the nearest office of the Taipei Economic and Cultural Representative Office ("TECRO"), the unofficial entity representing Taiwan's interest in the United States, can be notified at their request.

\*<sup>2</sup> Mandatory only for foreign nationals who are not lawful permanent residents in the United States (i.e., "green card" holders). Otherwise, upon the foreign national's request.

<sup>3</sup> The bilateral consular convention between the United States and the United Kingdom applies to British nationals from Great Britain (England, Wales, and Scotland); Northern Ireland; the Crown Dependencies of Jersey, Guernsey, and the Isle of Man; and the British Overseas Territories, including Anguilla, Bermuda, the British Virgin Islands, the Cayman Islands, Gibraltar, Montserrat, and the Turks and Caicos Islands, along with other island territories. Residents of the Overseas Territories may be traveling on a passport issued by territory with no indication that the territory is British. Nevertheless, for them and all others from a British possession listed above, consular notification and access should be provided to the nearest U.K. consulate.

**\* “U VISA” LAW**

In October 2000, Congress passed the Victims of Trafficking and Violence Protection Act. As part of this act, Congress sought to strengthen the ability of law enforcement agencies to detect, investigate, and prosecute crimes against foreign nationals. In order to do this, Congress recognized that victim cooperation and assistance is often the key to effective detection, investigation, and prosecution of crimes. When the victims are undocumented/unauthorized foreign nationals, their immigration status in the United States can directly affect their ability to cooperate and assist in these efforts. Congress provided a specific avenue for undocumented/unauthorized foreign national victims to obtain lawful immigration status, by amending certain sections of the Immigration and Nationality Act to create the “U Visa” law; Title 8 U.S.C. 1101 (a)(15)(U). Applications (petitions) for certification under the “U Visa” law must be made on an individual basis.

- A. A petition for status under the “U Visa” law may be completed for an undocumented/unauthorized foreign national if it is determined:
1. The undocumented/unauthorized foreign national has suffered substantial physical or mental abuse as a result of having been a victim of criminal activity;
  2. The undocumented/unauthorized foreign national (or in the case of a child under the age of 16, the parent, guardian, or next friend of the undocumented/unauthorized foreign national) possesses information concerning criminal activity;
  3. The undocumented/unauthorized foreign national (or in the case of a child under the age of 16, the parent, guardian, or next friend of the undocumented/unauthorized foreign national) has been helpful, is being helpful, or is likely to be helpful to a Federal, State, or local law enforcement official or local authorities investigating or prosecuting criminal activity; **and**
  4. The criminal activity violated the laws of the United States or occurred in the United States or the territories and possession of the United States.
- B. All requests or inquiries regarding the “U Visa” law or petition for “U Visa” status will be forwarded to the Office of General Counsel.

## REQUESTS FOR ASYLUM BY FOREIGN NATIONALS

The President of the United States has committed all local, state, and the federal governments to the provision of asylum for foreign nationals. Foreign nationals have requested asylum in the United States previously wherein conflicts have developed, because the agencies contacted by the individuals seeking asylum were unfamiliar with United States policy.

- A. When a department member is aware of a foreign national who is seeking asylum, they will provide protection for them until ICE can be contacted. Any documents (immigration papers, identification, etc.) in the possession of individuals seeking asylum will be secured for delivery to an ICE agent.
- B. Requests for asylum:
  - 1. During business hours:
    - a. A member who receives an asylum request during normal business hours (0800-1600 hours, Monday through Friday) will notify ICE of the request by telephone.
    - \*b. If requested by ICE, the member will transport the individual seeking asylum to the local ICE office for processing.
    - c. If ICE declines processing of the individual seeking asylum, the foreign national will be so advised. No further action will be taken by any member.
  - 2. During non-business hours:
    - a. A member who receives an asylum request during non-business hours will transport the individual seeking asylum to the member's element for protective custody.
    - b. The member's supervisor/commander will ensure notification of the member's Division Commander, Bureau Commander, and the Chief of Police.
    - c. The member receiving the asylum request will notify the ICE night answering service number or the L.E.S.C. (Refer to Annex F, Telephone Listing of this directive for further information.) The member will relay the immediacy of the situation and request that the ICE duty officer be immediately notified for arrangements.

- d. The individual seeking asylum will remain at the member's element until the ICE duty officer is contacted and arrangements have been made for a transfer of custody.
- e. If ICE declines processing of the individual seeking asylum, the foreign national will be so advised. No further action will be taken by any member.

C. Officer Safety

- 1. Members should be aware that requests for asylum may be politically sensitive for the individuals and governments involved. Therefore, attempts at forcible repatriation during the process are a possibility.
- \*2. Members will use force that is objectively reasonable given the totality of the circumstances to bring an incident under control, apprehend a subject(s), protect the safety and life of the member(s) involved, the individual seeking asylum, and innocent bystanders.
- 3. **[REDACTED]**

D. Report Requirements

- \*1. Anytime a request for asylum is made, the member will complete a report in the Automated Reporting System (ARS) using the Nature of Call "REQ-ASYL-Request for Asylum. The report will contain the following:
  - a. Name and nationality of the individual seeking asylum.
  - b. Date, place of birth, and occupation.
  - c. Date, time, and exact location of contact with the person.
  - d. Description of any documents shown by the person.
  - e. Reason for request or circumstances surrounding the request for asylum, if given.
  - f. What foreign authorities, if any, are aware of the fact the person is seeking asylum.
  - g. Name and assignment of any other person or agency making contact regarding the individual seeking asylum and the nature of the contact.
  - h. Any criminal charges known or alleged to be pending against the person.
  - i. Date, time, and person contacted at ICE.

- j. Date, time, and person to whom custody is relinquished.
- 2. The officer will forward copies of the report to the Office of General Counsel, L.E. Resource Center (LERC), and ICE.
- 3. Under no circumstance should information be revealed to the National's government that a foreign national applied for asylum or withholding of removal. If the asylum seeker is in detention, consular notification procedures must be followed; however, arrangements can be made to protect the undocumented/unauthorized foreign national. (Refer to Annex B of this directive for notification procedures.) Specific guidance on such cases may be obtained from the U.S. State Department.

The Office of Foreign Missions of the U.S. State Department issues a series of license plates for vehicles owned by foreign countries and their official representatives. The plates provide identification of ownership level and/or assignment of the vehicle, i.e., diplomat, consul, or staff. The plates **do not** determine immunity status, as they do not identify the driver of the vehicle. Ownership of a vehicle or immunities to a driver or passenger does not prevent issuance of traffic and parking citations. Normal bonding requirements are not applicable to those persons who have diplomatic immunity.

A. Vehicle license plates issued by the U.S. State Department are coded to reflect the degree of immunity which the registered owner of the vehicle enjoys:

1. Plates with a "D" prefix or suffix are issued to diplomatic countries and those members who hold diplomatic rank. A U.S. citizen who is the spouse of a diplomat may be driving a car with "D" plates even though he or she does not have immunity.
2. Plates with a "C" prefix are issued to consular countries and career consular officers.
3. Plates with an "S" prefix are issued to the administrative and technical staff of diplomatic countries and consular employees of consular countries.
4. Plates with an "A" prefix or suffix are issued to official vehicles of the Secretariats of the United Nations and the Organization of American States and the personally owned vehicles of those staff members who have diplomatic status.

B. The following have full diplomatic immunity from arrest, detention, prosecution, or body searches, for any criminal offense, and they are not required to give evidence as witnesses. They may, however, be frisked for safety purposes. Movement may be temporarily restrained while verifying immunity status.

1. Diplomats and members of their families who are not nationals of the United States.
2. Members of the administrative and technical staff of diplomatic countries and members of their families who are not nationals or permanent residents of the United States.

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C. Issuance of a citation does not constitute an arrest or detention. A driver believed to have diplomatic immunity that has proper and valid identification indicating immunity, and who has been stopped for a moving traffic violation, may be issued the appropriate citation or warning. However, normal bonding requirements are not applicable to those persons who have diplomatic immunity.

1. Facts of an incident and the identity of an individual, associated with driving-related infractions, should be fully reported to the Department of State by telephone as well as sending a facsimile of the citation and all applicable reports. Refer to Annex F, "Telephone Listing."
  2. It is the Department of State's policy to suspend the operator's license of foreign mission personnel not considered responsible drivers. This policy may only be effectively enforced if all driving-related infractions are fully reported to the Department of State.
- D. Diplomatic and official documents, records, and archives on the person of someone entitled to immunity, or in a vehicle bearing valid federal diplomatic plates, are inviolable and shall not be searched, even if the driver is restrained or the vehicle is removed or immobilized.
- E. Officers will determine the validity of the license plate and the level of immunity attached to the individual.
1. Vehicle registration cards are issued by the Department of State to accompany diplomatic license plates. The card provides the vehicle description, name, and address of the registered owner and the license plate number assigned to the vehicle.
  2. Neither the registration cards nor the driver's licenses issued by the Department of State should be relied upon as conclusive indications of the status or immunity of the bearer.
  3. If no other means of verification is available, the U.S. Department of State - Office of Foreign Countries, will verify the current status of the diplomatic license plates, registration, or other motor vehicle documentation requested.
- F. When an officer is confronted with a person claiming immunity, that person may be detained until their proper identity can be confirmed if:
1. They are unable to produce satisfactory identification, or
  2. The officer has reason to believe that invalid identification is being presented, and
  3. The situation would normally warrant arrest or detention.
- E-2
- G. When an officer is confronted with a person claiming immunity who is determined to be an intoxicated driver, the officer will take preventive steps to assure the driver does not endanger himself or the public.



1. Appropriate corrective action; e.g., providing transportation, should be taken by the officer.
  2. Access to a telephone must be provided.
  3. Sobriety tests may be offered in accordance with local procedures, but may not be required or compelled.
  4. The appropriate report and any citations will be completed at the officer's discretion. A supervisor should be contacted prior to the completion of any citation or report.
- H. Property of a person enjoying full immunity, including his or her vehicle, may not be searched or seized. Such vehicles **may not** be impounded but may be towed the distance necessary to remove them from obstructing traffic or endangering public safety. Should the vehicle prove to have been stolen or used by unauthorized persons in the commission of a crime, a normal search of the vehicle and, if appropriate, its detainment is permissible.
- I. Division stations are provided a brochure concerning immunity and the federal diplomatic license plates. If there is a problem with identification of the plate or the proper procedure to follow, supervisory personnel will be contacted.
- J. License plates issued to representatives of foreign countries (nationwide):
1. Consist of two standard 6" x 12" plates for each vehicle. The plates are horizontally striped in the color of blue/white/red with assigned numerals in blue.
  2. Are the property of the U.S. Government and cannot be reassigned to a vehicle without approval of the Office of Foreign Countries.

- A. For notification or identification of persons arrested or suspected of being undocumented/unauthorized foreign nationals:

**U.S. Immigration and Customs Enforcement (ICE)**

9747 Northwest Conant Ave.

Kansas City, MO 64153

1-802-872-6020 Law Enforcement Support Center

[REDACTED]

- B. Consular notification and access inquires and instructional materials.

**U.S. Department of State – Bureau of Consular Affairs**

(202) 647-4415

Web site: <http://travel.state.gov/law/notify.html>

- C. For verification of Diplomatic or consular officer identification outside business hours:

1. During the hours 0815-1700:

**U.S. Department of State – Diplomatic Security Command Center**

(571) 345-3146 or

(866) 217-2089

2. Answered twenty-four hours per day.

**U.S. Department of State - Operations Center**

(202) 647-1512

- D. For questions regarding diplomatic and consular immunity.

1. **U.S. Department of State – Protocol Office**

(202) 647-1985

[REDACTED]

2. **U.S. Department of State - Office of Foreign Missions**

(202) 895-3521

- E. For reporting traffic incidents/accidents, issuance of citations, etc., involving foreign countries personnel contact:

(202) 895-3522

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- F. For the current status of:

1. Diplomatic agents and family members

(202) 647-1664

2. Embassy administrative, technical, and other staff members

(202) 647-1405

3. Consular personnel and families (202) 647-1404
4. U.S. Department of State federal license tags, registrations, or other motor vehicle information (202) 895-3532
5. After normal business hours inquiries should be made to the U.S. Department of State, Diplomatic Security Watch Officer at **[REDACTED]**