

WEST NORRITON TOWNSHIP POLICE DEPARTMENT

Policy Title: Coordination with Federal Agencies During Enforcement Actions

Effective Date: August 13, 2025

Approved By: Chief of Police

Authority: Board of Commissioners, Township Manager

I. Purpose

To provide guidance to West Norriton Township Police Department personnel when interacting with or supporting federal law enforcement agencies, including Immigration and Customs Enforcement (ICE) and Internal Revenue Service – Criminal Investigation (IRS-CI), during enforcement operations conducted within the Township.

II. Policy Statement

The West Norriton Township Police Department (WNTPD) is committed to safeguarding public safety while ensuring compliance with constitutional and civil rights protections. The Department does not enforce federal immigration law and does not engage in civil immigration enforcement activities. WNTPD may assist federal agencies solely in a public safety capacity and only when such involvement is supported by lawful authority and proper oversight.

III. Notification and Authorization

1. Federal Notification: Any advance notice of a federal enforcement action within the Township shall be immediately communicated to the Chief of Police or designee.
2. Internal Approval: WNTPD's participation in a federal operation must be authorized by the Chief of Police or their command-level designee.
3. Township Notification: The Chief or Township Manager shall notify the President of the Board of Commissioners in advance of the operation as soon as possible.

IV. Scope of Department Involvement

1. Public Safety Role: WNTPD officers may assist with:
 - Securing the scene
 - Traffic or pedestrian control

- Ensuring safety of bystanders and officers

2. No Immigration Enforcement:

- WNTPD shall not participate in the execution of administrative immigration warrants (e.g., Form I-200 or I-205) which are not signed by a judge.

- Officers shall not question individuals regarding immigration status unless required by law or pursuant to a valid court order.

3. No Planning Involvement: WNTPD shall not participate in operational planning or decision-making for federal enforcement actions.

V. School Resource Officer (SRO) Clarification

When school is not in session, the assigned School Resource Officer (SRO) is temporarily reassigned to patrol operations. The SRO shall not be assigned to assist in any capacity with immigration related enforcement, even in a solely public safety role.

VI. Legal Review and Warrants

1. WNTPD will only provide support when federal agents present valid judicial warrants (e.g., search, arrest, or seizure warrants signed by a federal judge).

2. All warrant documentation should be reviewed by a supervisor prior to participation. This review should be documented in the incident report described below.

VII. Reporting and Documentation

1. A formal incident report shall be prepared for any federal enforcement action in which WNTPD is involved.

2. The report must include:

- Time and date of the request

- Time and date that the information was provided to the Township Manager and President of the Board of Commissioners

- Name of the federal agency and lead agent

- Nature of the operation (specify type of warrant and whether warrant was reviewed by supervisor/attorney)

- Role of WNTPD officers

- Any relevant observations or actions taken (to include de-escalation measures, any injuries or incidents that occurred, any arrests made)

VIII. Community Transparency

When a federal enforcement action involves visible WNTPD presence, and when appropriate, the Township may issue a public statement. This statement should clarify:

- That the action was federally led
- That WNTPD's presence was limited to ensuring public safety
- That WNTPD did not enforce federal immigration law

All statements should be coordinated through the Township Manager's Office and the Board of Commissioners, when time permits.

IX. Training

All sworn personnel shall receive training on this policy, including:

- Legal distinctions between civil and criminal warrants
- Rights of individuals during federal enforcement actions
- Department limitations in immigration enforcement