



# Change Notice

**DIRECTIVE AFFECTED:** 5141.02  
**CHANGE NOTICE NUMBER:** 5141.02  
**DATE:** 12/14/98

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1. PURPOSE AND SCOPE. This Program Statement implements new procedures required by The Departments of Commerce, Justice, State Appropriations Act of 1998 (Public Law 105-119) codified at 18 U.S.C. § 4042(c). Specifically, the Bureau must notify State/Local law enforcement and Sex Offender Registration Officials at least five calendar days prior to an inmate's release who have been convicted of certain sexual offenses.

2. SUMMARY OF PROCEDURES. 18 U.S.C. § 4042(c) requires in part that the Bureau provide certain release and registration information:

- inmate's name
- criminal history
- final release date
- projected address
- release conditions or restrictions
- the information that the inmate is subject to a registration requirement as a sex offender.

This Program Statement also incorporates existing requirements that the Bureau notify convicted sex offenders of community treatment programs available to them upon release from federal custody under a provision of the Violent Crime Control and Law Enforcement Act of 1994 (P.L. 103-322) codified at 42 U.S.C. § 13943.

These provisions are intended to ensure that inmates convicted of sex offenses are made aware of local treatment opportunities and registration requirements before their release.

3. ACTION. File this Change Notice in front of the Program Statement entitled **Sex Offender Notification and Registration**.

/s/  
Kathleen Hawk Sawyer  
Director



U.S. Department of Justice  
Federal Bureau of Prisons

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# Program Statement

OPI: CPD  
NUMBER: 5141.02  
DATE: 12/14/98  
SUBJECT: Sex Offender  
Notification and  
Registration

Rules Effective Date: 12/16/98

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1. [**PURPOSE AND SCOPE.** §571.71 The Director of the Bureau of Prisons is required to provide release and registration information (offender's name, criminal history, projected address, release conditions or restrictions) to state/local law enforcement and registration officials at least five calendar days prior to release of offenders who have been convicted of certain sexual offenses listed in 18 U.S.C. 4042(c)(4)(A) through (D). Under 18 U.S.C. 4042(c)(4)(E), the Attorney General is authorized to designate additional offenses as sexual offenses for the purpose of sex offender release notification and other related purposes. This authority has been delegated to the Director.]

This Program Statement implements new procedures required by the Departments of Commerce, Justice, State Appropriations Act of 1998 (Public Law 105-119) codified at 18 U.S.C. § 4042(c). It also includes existing requirements that the Bureau notify convicted sex offenders of community treatment programs available to them upon release from federal custody under a provision of the Violent Crime Control and Law Enforcement Act of 1994 (P.L. 103-322) codified at 42 U.S.C. § 13943.

These provisions are intended to ensure that inmates convicted of sex offenses are made aware of local treatment opportunities and registration requirements before their release. Both provisions complement other Bureau policies that address the needs of sex offenders in Bureau custody.

**[Bracketed Bold - Rules]**

Regular Type - Implementing Information

2. PROGRAM OBJECTIVES. The expected results of this program are:

a. Designated State/Local law enforcement and Sex Offender Registration Officials will be notified at least five calendar days prior to release of inmates who have been convicted of certain sexual offenses.

b. Sex offenders who require notification of local community treatment programs will be provided with this information prior to release from federal custody.

3. DIRECTIVES AFFECTED

a. Directives Rescinded

PS 5141.01 Notification to Inmates of Treatment Programs for Sex Offenders (4/3/95)

b. Directives Referenced

PS 1330.13 Administrative Remedy Program (12/22/95)

PS 5100.06 Security Designation and Custody Classification Manual (6/7/96)

PS 5140.29 Transfer of Offenders to/from Foreign Countries (5/21/97)

PS 5162.04 Categorization of Offenses (10/9/97)

PS 5322.10 Classification and Program Review of Inmates (9/4/96)

PS 7300.09 Community Corrections Manual (1/12/98)

PS 7320.01 Home Confinement (9/6/95)

c. Rules cited in this Program Statement are contained in 28 CFR 571.71 - 72.

4. STANDARDS REFERENCED

a. American Correctional Association 3rd Edition Standards for Adult Correctional Institutions: None.

b. American Correctional Association 3rd Edition Standards for Adult Local Detention Facilities: None.

c. American Correctional Association 2nd Edition Standards for Administration of Correctional Agencies: None.

d. American Correctional Association Standards for Adult Correctional Boot Camp Programs: None.

5. PRETRIAL/HOLDOVER AND/OR DETAINEE PROCEDURES. This Program Statement's requirements do not apply to pretrial inmates. However, they do apply to all sentenced holdover offenders (BOP, USMS, INS, etc.) and INS detainees housed in a Bureau institution or other facility under contract to the Bureau. Detainees releasing to the custody of law enforcement officials do not require notification to state registration officials.

6. DESIGNATION OF OFFENSES SUBJECT TO SEX OFFENDER RELEASE NOTIFICATION UNDER 18 U.S.C. 4042(c) AND [ADDITIONAL DESIGNATED OFFENSES § 571.72]. Pursuant to 18 U.S.C. 4042(c)(4)(A) through (D), unit staff must follow the notification procedures in Section 11 of this Program Statement for any inmate who has a current or past conviction for committing any of the following offenses:

Federal (18 U.S.C.)

- § 1201 (Kidnapping) if the offense involved a minor victim
- § 2241 (Aggravated sexual abuse)
- § 2242 (Sexual abuse)
- § 2243 (Sexual abuse of a minor ward)
- § 2244 (Abusive sexual contact)
- § 2245 (Sexual abuse resulting in death)
- § 2247 (Repeat offenders)
- § 2251 (Sexual exploitation of children)
- § 2251A (Selling or buying of children)
- § 2252 (Certain activities relating to material involving the sexual exploitation of minors)
- § 2252A (Certain activities relating to material constituting or containing child pornography)
- § 2257 (Record keeping requirements)
- § 2258 (Failure to report child abuse)
- § 2260 (Production of sexually explicit depictions of a minor for importation into the United states)
- § 2421 (Transportation generally)
- § 2422 (Coercion and enticement)
- § 2423 (Transportation of minors)
- § 2424 (Filing factual statement about alien individual)

Any of the above offenses prosecuted pursuant to:

- § 1152 (Laws governing jurisdiction of U.S.) or
- § 1153 (Offenses committed within Indian country)

Pursuant to the authority of the Attorney General to designate additional offenses under 18 U.S.C. 4042(c)(4)(E), which has been delegated to the Director, unit staff must also follow the

notification procedures in Section 11 of this Program Statement for the additional designated offenses.

[The following offenses are designated as additional sexual offenses for purposes of 18 U.S.C. 4042(c):

a. Any offense under the law of any jurisdiction that involved:

(1) Engaging in sexual contact with another person without obtaining permission to do so (forcible rape, sexual assault, or sexual battery);

(2) Possession, distribution, mailing, production, or receipt of child pornography or related paraphernalia;

(3) Any sexual contact with a minor or other person physically or mentally incapable of granting consent (indecent liberties with a minor, statutory rape, sexual abuse of the mentally ill, rape by administering a drug or substance);

(4) Any sexual act or contact not identified in paragraphs (a)(1) through (3) of this section that is aggressive or abusive in nature (rape by instrument, encouraging use of a minor for prostitution purposes, incest);

(5) An attempt to commit any of the actions described in paragraphs (a) (1) through (4) of this section.

b. The following Defense Incident Based Reporting System (DIBRS) Code offenses under the Uniform Code of Military Justice:

- (1) 120A (Rape);
- (2) 120B1/2 (Carnal knowledge);
- (3) 125A (Forcible sodomy);
- (4) 125B1/2 (Sodomy of a minor);
- (5) 133D (Conduct unbecoming an Officer [involving any sexually violent offense or a criminal offense of a sexual nature against a minor or kidnapping of a minor]);
- (6) 134-B6 (Prostitution involving a minor);
- (7) 134-C1 (Indecent assault);
- (8) 134-C4 (Assault with intent to commit rape);
- (9) 134-C6 (Assault with intent to commit sodomy);
- (10) 134-R1 (Indecent act with a minor);
- (11) 134-R3 (Indecent language to a minor);

- (12) 134-S1 (Kidnapping of a minor [by a person not a parent]);
- (13) 134-Z (Pornography involving a minor);
- (14) 134-Z (Conduct prejudicial to good order and discipline [involving any sexually violent offense or a criminal offense of a sexual nature against a minor or kidnapping of a minor]);
- (15) 134-Y2 (Assimilative crime conviction [of a sexually violent offense or a criminal offense of a sexual nature against a minor or kidnapping of a minor]);
- (16) 080-A (Attempt [to commit any offense listed in paragraphs (b) (1) through (15) of this section]);
- (17) 081-A (Conspiracy [to commit any offense listed in paragraphs (b) (1) through (15) of this section]);
- (18) 082-A (Solicitation [to commit any offense listed in paragraphs (b) (1) through (15) of this section]).

c. The following District of Columbia Code offenses:

- (1) § 22-501 (Assault) if it includes assault with the intent to commit first degree sexual abuse, second degree sexual abuse, or child sexual abuse;
- (2) § 22-2012 (Sexual performances using minors - prohibited acts);
- (3) § 22-2013 (Sexual performances using minors - penalties);
- (4) § 22-2101 (Kidnapping) where the victim is a minor;
- (5) § 22-2401 (Murder in the first degree) if it includes murder while committing or attempting to commit first degree sexual abuse;
- (6) § 22-2704 (Abducting or enticing child from his or her home for purposes of prostitution; harboring such child);
- (7) § 22-4102 (First degree sexual abuse);
- (8) § 22-4103 (Second degree sexual abuse);
- (9) § 22-4104 (Third degree sexual abuse);
- (10) § 22-4105 (Fourth degree sexual abuse);
- (11) § 22-4106 (Misdemeanor sexual abuse);
- (12) § 22-4108 (First degree child sexual abuse);

- (13) § 22-4109 (Second degree child sexual abuse);
- (14) § 22-4110 (Enticing a child);
- (15) § 22-4113 (First degree sexual abuse of a ward);
- (16) § 22-4114 (Second degree sexual abuse of a ward);
- (17) § 22-4115 (First degree sexual abuse of a patient or client);
- (18) § 22-4116 (Second degree sexual abuse of a patient or client);
- (19) § 22-4118 (Attempts to commit sexual offenses);
- (20) § 22-4120 (Aggravating circumstances);
- (21) § 22-103 (Attempts to commit crime) if it includes an attempt to commit any offense listed in paragraphs (c) (1) through (20) of this section).

7. APPLICABILITY. This Program Statement applies to any prisoner in the Bureau's custody who is:

a. To be released on or after November 26, 1998; and,

b. Classified with a Public Safety Factor (PSF) - "Sex Offender" by the Bureau based upon a past or current offense as described in Section 6 except for:

(1) Individuals whose PSF is based on behavior which did not result in a conviction for a sexual offense, for example the PSI describes a charge for sexual assault or rape, but the individual was convicted of simple assault; or,

(2) Individuals whose PSF is based on behavior while imprisoned which resulted in a guilty finding under institution disciplinary proceedings but not a court conviction. Administrative findings in and of themselves for sexual offenses may not be the basis for registration or notification.

8. INTERNATIONAL TREATY TRANSFER INMATES. A U.S. citizen convicted of a sexual crime in another country and received in Bureau custody by means of the International Treaty Transfer Program is subject to notification pursuant to a crime described in Section 6.

9. EXCEPTIONS

a. Juveniles. Notification pursuant to this Program Statement is not required for offenders adjudicated juvenile delinquent pursuant to 18 U.S.C. § 5037. However, if a juvenile was tried as an adult, registration and notification to State/Local law



enforcement and registration officials are required.

b. WITSEC Inmates. Institution and Community Corrections staff must complete notification/registration procedures for all WITSEC inmates who meet the applicability criteria established in Section 7, unless the Inmate Monitoring Section (IMS) specifically advises that the inmate will participate in the Post-Release Services Program. All required notification/registration forms should be sent out as soon as possible following receipt of the Release Authorization from the IMS.

c. Detainers. Inmates releasing to a **detaining authority** do not require completion of a Sex Offender Release Notification form or a Sex Offender Registration and Treatment Notification form.

#### 10. INMATE NOTIFICATION AND APPEAL PROCEDURES

a. Staff must notify all newly designated inmates who meet the applicability criteria in Section 7 at initial classification in writing, by completing Part A of the Sex Offender Registration and Treatment Notification form (BP-S648-051) (Attachment C). Staff must renotify the inmate at his or her last program review prior to release by completing Part B of the same form.

All other inmates identified under the applicability criteria in Section 7 shall be notified at their next regularly scheduled program review by completing BP-S648-051 Part A, and then again, at their last program review prior to release by completing Part B.

A completed copy of the Sex Offender Registration and Treatment Notification form, Parts A and B, must be mailed along with the Sex Offender Release Notification form to each official identified in Section 12. Part C of the Sex Offender Registration and Treatment Notification form does not need to be forwarded to either law enforcement or registration officials.

The original Sex Offender Registration and Treatment Notification form must be filed and maintained in section 5 (Release Processing) of the Inmate Central File. Copies for the inmate at initial classification/final program review and for State/Local law enforcement and Sex Offender Registration Offices prior to release, must be made from the original.

**Certain offenses may require notification of the inmate's release under both 18 U.S.C. § 4042(b) "drug trafficking crime" or a "crime of violence" and 4042(c) "sexual offense". In such**

**cases, notification must be made as required by both 4042(b) and (c).**

b. An inmate may use the Administrative Remedy Program to contest identification as being subject to notification or registration requirements.

11. PROCEDURES TO NOTIFY STATE/LOCAL LAW ENFORCEMENT AND SEX OFFENDER REGISTRATION OFFICIALS

a. Inmates Released Directly from an Institution. As part of release paperwork preparation, and prior to final release directly from the institution, unit staff must complete and mail a Sex Offender Release Notification form (Attachment A) pursuant to Sections 13 and 14. This form must also be prepared when the inmate is released from the institution and placed directly on Home Confinement.

b. Inmates Transferred from an Institution to a Pre-release Community-based Program. Institution unit staff must complete all items on the Sex Offender Release Notification form except the law enforcement addressee, the inmate's projected address, and the signature block, and forward it to the Community Corrections Manager (CCM) at the time of transfer to a community-based program. CCMs must ensure all information is accurate and must complete and mail the form pursuant to Section 13 and 14.

WITSEC Inmates. A WITSEC inmate not participating in the Post-Release Services Program may be transferred to a Community Corrections Center (CCC) prior to release from custody. In such cases, the CCM must prepare a Sex Offender Release Notification form since the inmate will not be releasing pursuant to Chapter 224, unless specifically exempted by Office of Enforcement Operations (OEO).

c. Release from a Community-based Program. Pursuant to Sections 13 and 14, CCMs must complete and mail the Sex Offender Release Notification form for all releasing inmates under their jurisdiction whose entire term of incarceration was served in a contract facility and who were supervised or confined in non-Bureau facilities. CCMs must also prepare and mail the Sex Offender Release Notification form for any inmate placed directly from a CCC to Home Confinement. Specifically, the Sex Offender Release Notification form must be mailed from the CCM office within **two days** of the decision to place the inmate on Home Confinement.

12. RELEASE MONITORING AND IDENTIFICATION OF OFFICIALS. Unit staff must access SENTRY routinely to monitor the names and

projected release dates of all upcoming releases to identify inmates who meet the applicability criteria in Section 7. The inmate's final release Progress Report (paragraph 17(c), Release Planning - USPO) must also note that the inmate requires sex offender registration and notification of local treatment programs.

Determination of the appropriate notification/registration agency to receive the required notification must be made based on the inmate's projected release address. Attachment B lists the designated Sex Offender Registration authorities who require notification pursuant to 18 U.S.C. § 4042(c). See the National Directory of Law Enforcement Administrators for the name and address of the appropriate Chief State/Local law enforcement officials also requiring notification of the inmate's release.

For the purposes of this Program Statement the following definitions apply:

a. Chief Law Enforcement Officer of the State. The State Attorney General as identified by the National Directory of Law Enforcement Administrators or their designee. Exceptions to this definition must be immediately reported to the Administrator, Correctional Programs Branch, Central Office.

b. Chief Law Enforcement Officer of the Local Jurisdiction. The appropriate municipal or county law enforcement agency with jurisdictional authority consistent with the inmate's projected address. Where multiple jurisdictions have overlapping authority, the more geographically specific agency as identified by the National Directory of Law Enforcement Administrators should be used.

c. Sex Offender Registration Officials. The individual/state office responsible for the receipt or maintenance of sex offender registration information that is designated to receive release notice based on a convicted sex offender's projected release address.

13. FORM PREPARATION. The Sex Offender Release Notification form must contain the following information for all inmates:

a. Offender's name;

b. Criminal history: For each conviction for a sexual offense, staff must include a succinct description of that crime to the extent descriptive information is available. In all cases, staff must attach an FBI "rap sheet" to each form, or an NCIC printout if a "rap sheet" is not available, to supplement

the inmate's criminal history (except USPO copies). If neither is available, staff must prepare a summary of the inmate's

criminal history from the PSI. Copies of the PSI must not be used to provide criminal history information;

c. Final release date;

d. Offender's projected address;

e. Release conditions or restrictions (any restrictions on conduct or other conditions to the release of the prisoner imposed by the sentencing court other than the Standard Conditions of Supervision found on the J&C); and,

f. Information that the individual is subject to registration as a sex offender.

If more space is required for any element, the information shall be typed on additional sheets, with a parenthetical note included in the appropriate element that the information continues on the additional sheets. Bureau staff may locally reproduce the Sex Offender Release Notification form (BP-S647-051).

14. MAILING. Three original Sex Offender Release Notification forms must be individually prepared and mailed to the following officials:

- Chief State law enforcement officer;
- Chief Local law enforcement officer; and,
- State or local agency responsible for receipt or maintenance of sex offender registration information.

When a court orders the immediate release of an inmate who is subject to notification, staff must notify the appropriate officials **without delay**. The notification must be forwarded immediately (normally the first working day) via facsimile to the appropriate officials.

All Sex Offender Release Notification forms mailed to State/Local law enforcement and Sex Offender Registration Officials must be mailed via regular first class mail from the institution or CCM office as appropriate, **at least two weeks prior to the inmate's release**, to ensure it is received at least five days prior to the inmate's release date.

In addition to the above requirement, staff must also attach a completed Sex Offender Registration and Treatment Notification form (Part A and B only) (BP-S648-051), to document that the inmate was advised of sex offender registration requirements.

Facsimiles may be used as an alternative to transmit the Sex Offender Release Notification and the Sex Offender Registration and Treatment Notification forms when confirmation of transmission can be ensured and documented.

A dated copy of each Sex Offender Release Notification form must be maintained in the disclosable portion of section 5 (Release Processing) of the Inmate Central File.

#### 15. NOTIFICATION TO INMATE OF COMMUNITY TREATMENT PROGRAMS

a. Unit Management Duties. Unit staff must ensure that inmates assigned a "Sex Offender" Public Safety Factor receive a completed Part C of the Sex Offender Registration and Treatment Notification form before the inmate is released to a community-based program (CCC or Home Confinement), or directly to the community from a Bureau of Prisons institution.

b. Community Corrections Manager (CCM) Duties. CCMs must ensure inmates assigned a "Sex Offender" Public Safety Factor receive a completed Part C of the Sex Offender Registration and Treatment Notification form before releasing from a community-based program (i.e., direct CCC placement) under their jurisdiction. Community Corrections staff do not need to prepare a Sex Offender Registration and Treatment Notification form for inmates who have transferred from an institution.

c. Form Preparation. Staff must ensure the inmate receives the following information on the Sex Offender Registration and Treatment Notification form (Attachment C, Part C):

- (1) the treatment agency or source (mandatory)
- (2) the treatment address or location (mandatory)
- (3) the treatment agency telephone number (mandatory)
- (4) other pertinent information (optional)
  - length or cost of treatment
  - modality of treatment used

Bureau staff may locally reproduce the Sex Offender Registration and Treatment Notification form (BP-S648-051).

d. Filing and Distribution. Unit staff will ensure the inmate signs and dates the Sex Offender Registration and Treatment Notification form before distribution and filing. Staff must document an inmate's refusal to sign this form. A signed copy of this form must be maintained in the disclosable portion of section 5 of the Inmate Central File.



A copy of the Sex Offender Registration and Treatment Notification form must be sent to the U.S. Probation Office (or, for D.C. Code offenders, to the Court Services and Offender Supervision Agency for the District of Columbia) when an inmate is releasing to its supervision. Unit staff or the CCM must prepare and distribute a copy of this form when other pre-release paperwork is prepared.

16. INFORMATION SOURCES. There are various resources that staff may use to identify available community treatment programs for sex offenders. The USPO in the inmate's proposed district of release is a valuable community resource for treatment information. Staff may also contact the following information clearinghouses for assistance in identifying sex offender treatment programs:

■ **Safer Society Program and Press**

Post Office Box 340  
Brandon, Vermont 05733-0340  
Telephone Number: (802) 247-5141  
Resource referral hours are limited to 1:00-4:30 p.m.  
(EST), Monday-Friday.

■ **Association for the Treatment of Sexual Abusers**

10700 S.W. Beaverton Hillsdale Highway, Suite 26  
Beaverton, Oregon 97005-3035  
Telephone Number: (503) 643-1023

Staff must provide an inmate who requires notification of community treatment programs with at least one treatment source. When appropriate or necessary, staff may provide the inmate with additional treatment sources.

/s/

Kathleen Hawk Sawyer  
Director





3) Final Release Date: \_\_\_\_\_

4) Offender's Projected Address:

\_\_\_\_\_

\_\_\_\_\_

5) Release Conditions or Restrictions: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Standard Conditions of Supervision for Federal Offenders (as revised September 1995)

1. You shall not leave the judicial district without the permission of the court or probation officer;
2. You shall report to the probation officer and shall submit a truthful and complete written report within the first five days of each month;
3. You shall answer truthfully all inquiries by the probation officer and follow the instructions of the probation officer;
4. You shall support your dependents and meet other family responsibilities;
5. You shall work regularly at a lawful occupation unless excused by the probation officer for schooling, training, or other acceptable reasons;
6. You shall notify the probation officer ten days prior to any change in residence or employment;
7. You shall refrain from excessive use of alcohol;
8. You shall not frequent places where controlled substances are illegally sold, used, distributed, or administered;
9. You shall not associate with any persons engaged in criminal activity, and shall not associate with any person convicted of a felony unless granted permission to do so by the probation officer;
10. You shall permit a probation officer to visit you at any time at home or elsewhere and shall permit confiscation of any contraband observed in plain view of the probation officer;
11. You shall notify the probation officer within 72 hours of being arrested or questioned by a law enforcement officer;
12. You shall not enter into any agreement to act as an informer or a special agent of a law enforcement agency without permission of the court;
13. As directed by the probation officer, you shall notify third parties of risks that may be occasioned by your criminal record or personal history or characteristics, and shall permit the probation officer to make such notifications and to confirm your compliance with such notification requirement.

Typed Name of Warden or Community Corrections Manager:

\_\_\_\_\_

Signature: \_\_\_\_\_

Address and Telephone Number: \_\_\_\_\_

\_\_\_\_\_

In the event you are not the law enforcement agency with jurisdictional authority consistent with the releasee's address, please forward these documents to the appropriate authority.

**SEX OFFENDER REGISTRATION OFFICIALS BY STATE/TERRITORY**

**1. Alabama**

Alabama Bureau of Investigation  
Attn: Phillip Burdeshaw  
2720 Gunter Park Drive West, #A  
Montgomery, AL 36109  
(334) 260-1135

**2. Alaska**

Sex Offender Registry State Police  
Attn: Leda Evans  
117 West Fourth Avenue  
Anchorage, AK 99501  
(907) 269-0396

**3. American Samoa**

Mr. Fa'afetai I'aulualo, Assistant Director, DHSS  
Department of Human and Social Services  
American Samoa Government  
Pago Pago, American Samoa 96799  
(684) 633-2827; Fax (684) 633-2979

**4. Arizona**

Val Biebrich  
Sexual Offender Community Notification Coordinator  
Arizona Department of Public Safety  
P.O. Box 6638  
Phoenix, AZ 85005-6638  
(602) 223-2416

**5. Arkansas**

Larry Cockrell, Administrator Criminal History Section  
Arkansas Crime Information Center  
Number One Capitol Mall  
Little Rock, AR 72201  
(501) 682-2222; Fax (501) 682-2269

**6. California**

Marty Langley, Supervisor  
Sex & Arson Registration Program -- Assistant Manager  
California Department of Justice  
P.O. Box 903387  
Sacramento, CA 94203-3870  
(916) 227-3288

**7. Colorado**

Agent Mike Igoe  
Colorado Bureau of Investigation  
690 Kipling Street  
Denver, CO 80215  
(303) 239-4251

**8. Connecticut**

Sgt. Cathy Miller  
Connecticut Department of Public Safety  
P.O. Box 2794  
Middletown, CT 06457-9294  
(860) 685-8000; Fax (860) 685-8354

**9. Delaware**

Lori Hegman, Criminal History Technician  
Delaware State Police  
P.O. Box 430  
Dover, DE 19903  
(302) 739-5882; Fax (302) 739-5888

**10. District of Columbia**

Cmdr. David McDonald  
Operational Services Records Division  
c/o Anne Ramey  
Metropolitan Police Department  
300 Indiana Avenue, NW Room 3058  
Washington, DC 20001  
(202) 727-4407

**11. Florida**

Ms. Donna M. Uzzel, Director  
Criminal Justice Information Services  
Florida Department of Law Enforcement  
Attn: Lucy Ingley  
P.O. Box 1489  
Tallahassee, FL 32302  
(850) 410-8572; (888) 357-7332

**12. Georgia**

Georgia Bureau of Investigation  
Attn: Ms. Eden Freeman  
3121 Panthersville Road  
P.O. Box 370808  
Decatur, GA 30037-0808  
(404) 244-2895

**13. Guam**

Department of Law  
Attn: Ms. Alicia Limtiaco  
Acting Attorney General

Suite 2-200E Judicial Ctr. Bldg.  
120 West O'Brien Drive  
Agana, Guam 96910  
(671) 475-3324 or (671) 475-3192; Fax (671) 477-3390

**14. Hawaii**

The Department of the Attorney General  
Attn: Hannah Kawakami  
Hawaii Criminal Justice Data Center  
465 South King Street  
Honolulu, HI 96813  
(808) 587-3100; Fax (808) 587-3109

**15. Idaho**

Dawn A. Peck, Operations Officer  
Bureau of Criminal Identification  
Idaho Department of Law Enforcement  
P.O. Box 700  
Meridian, ID 83680-0700  
(208) 884-7136

**16. Illinois**

Stephanie Moreau, Criminal Intelligence Analyst  
Illinois State Police  
500 Iles Park Place, Suite 400  
Springfield, IL 62718  
(217) 557-1791; Fax (217) 785-3328

**17. Indiana**

Indiana Criminal Justice Institute  
Attn: John Ransburg  
302 West Washington Street, Room E209  
Indianapolis, IN 46204-2767  
(317) 232-1232

**18. Iowa**

Ms. Joanne Tinker  
Department of Public Safety  
Wallace State Office Bldg.  
Des Moines, IA 50319  
(515) 281-4976; Fax (515) 281-4898

**19. Kansas**

Kansas Bureau of Investigation  
Attn: Mary Ann Howerton, Crime Data Information Center Manager  
1620 S.W. Tyler  
Topeka, KS 66612-1837  
(785) 296-8277

**20. Kentucky**

Hazel Combs, Assistant Director  
Department of Corrections  
Division of Probation And Parole  
5th Floor, State Office Building  
Frankfort, KY 40601  
(502) 564-4221

**21. Louisiana**

Capt. Randy Johnson  
Bureau of Identification  
Louisiana State Police  
P.O. Box 66614  
Baton Rouge, LA 70896  
(504) 925-6095

**22. Maine**

Ms. Dorothy Morang  
State Bureau of Identification  
36 Hospital Street  
Augusta, ME 04330  
(207) 624-7009

**23. Maryland**

Crimes Against Children and Sex Offender Registry Unit  
Information Technology and Communication Division  
Department of Public Safety and Correctional Services  
Attn: Allison Claxton  
P.O. Box 5743  
Pikesville, MD 21282-5743  
(410) 764-5665 ext. 317

**24. Massachusetts**

Criminal History Systems Board  
Attn: Sex Offender Registry Board  
200 Arlington Street, Suite 2200  
Chelsea, MA 02150  
(617) 660-4632; Fax (617) 660-4613

**25. Michigan**

Lt. John Ort  
Department of State Police  
4000 Collins Road  
P.O. Box 30637  
Lansing, MI 48909-8137  
(517) 336-6246; Fax (517) 333-5399

**26. Minnesota**

Bureau of Criminal Apprehension  
Attn: Michael Campion, Assistant Superintendent  
1246 University Avenue  
St. Paul, MN 55104  
(651) 642-0600

**27. Missouri**

Missouri State Highway Patrol  
Criminal Records  
Attn: Sue Lauberth  
1510 E. Elm Street  
Jefferson City, MO 65101  
(573) 526-6153; Fax (573) 751-9382

**28. Mississippi**

Will Spann, Director  
Department of Public Safety  
Criminal Information Center  
3891 Highway 468W  
Pearl, MS 39208  
(601) 933-2600; Fax (601) 933-2676

**29. Montana**

Shelley Mckenna  
Division of Criminal Investigation  
Montana Department of Justice  
303 N. Roberts  
Helena, MT 59620  
(406) 444-3875; Fax (406) 444-2759

**30. Nebraska**

Nebraska State Patrol  
Attn: Andi Morris  
1600 Nebraska Highway #2  
P.O. Box 94907  
Lincoln, NE 68509-4907  
(402) 471-4545

**31. Nevada**

Grace George  
Nevada Highway Patrol  
555 Wright Way  
Carson City, NV 89711  
(702) 687-6675; Fax (702) 687-3168

**32. New Hampshire**

New Hampshire Department of Safety  
Division of State Police

Attn: Kelly Wright  
10 Hazen Drive  
Concord, NH 03305  
(603) 271-2663

**33. New Jersey**

Capt. Rudy Chesko  
New Jersey State Police  
State Bureau of Identification  
Attn: Records Assembly Unit (RAU)  
P.O. Box 7068  
West Trenton, NJ 08628-0068  
(609) 882-2000 ext. 2318

**34. New Mexico**

Paul Herrera, Bureau Chief  
Department of Public Safety  
TESD - Law Enforcement Records  
4491 Cerrillos Road (P.O. Box 1628)  
Santa Fe, NM 87504-1628  
(505) 827-9191; Fax (505) 827-3388

**35. New York**

Elizabeth Devane, Chairperson  
Board of Examiners of Sex Offenders  
1220 Washington Avenue  
Bldg. 2  
Albany, NY 12226  
(518) 457-4185; Fax (518) 457-4162

**36. North Carolina**

Mr. Donald Roberts  
North Carolina State Bureau of Investigation  
Division of Criminal Information  
407 North Blount Street  
Raleigh, NC 27601  
(919) 733-3171

**37. North Dakota**

Robert Helten  
North Dakota Bureau of Criminal Investigation  
P.O. Box 1054  
Bismarck, ND 58502-1054  
(701) 328-5500

**38. Northern Mariana Islands**

Mr. William J. O'Roarty  
Legal Counsel  
Department of Public Safety



P.O. Box 10007, Civic Center  
Saipan, MP 96950  
(670) 234-6505 ext. 312; Fax (670) 234-8531

**39. Ohio**

Darryl Pennington/Darlene Earnst  
Bureau of Criminal Identification & Investigation  
P.O. Box 365  
London, OH 43140  
(614) 466-8204 ext. 224 or 436; Fax (740) 852-1603

**40. Oklahoma**

Oklahoma Department of Corrections  
Attn: Carolyn Rhone  
P.O. Box 11400  
3400 Martin Luther King Avenue  
Oklahoma City, OK 73136  
(405) 425-2872

**41. Oregon**

Oregon State Police  
Attn: Det. James Ragon  
400 Public Service Building  
Salem, OR 97310  
(503) 378-3720 ext. 4418 or 4415 or 4417; Fax (503) 363-5475

**42. Pennsylvania**

Sgt. Nancy Shaheen, Megan's Law Coordinator  
Pennsylvania State Police  
1800 Elmerton Avenue  
Harrisburg, PA 17110  
(717) 783-4363; Fax (717) 772-3681

**43. Puerto Rico**

Mr. Alfonso Golderos, Administrator  
Criminal Justice Information System  
Department of Justice  
P.O. Box 9020192  
San Juan, P.R. 00902-0192  
(787) 729-2121

**44. Rhode Island**

Kenneth Cote, Director of Investigation and Criminal Records  
Department of the Attorney General  
150 South Main Street  
Providence, RI 02903  
(401) 274-4400 ext.2353; Fax (401) 222-1331

**45. South Carolina**

Robert M. Stewart, Chief  
State Law Enforcement Division  
P.O. Box 21398  
Columbia, SC 29221  
(803) 737-9000

**46. South Dakota**

South Dakota Office of Attorney General  
Division of Criminal Investigation  
Attn: Peggy Dresbach, Compliance Coordinator  
East Highway 34  
500 East Capital Avenue  
Pierre, SD 57501-5070  
(605) 773-3331; Fax (605) 773-4629

**47. Tennessee**

David Griwold, Special Agent in Charge  
Tennessee Bureau of Investigation  
1148 Foster Avenue  
Nashville, TN 37210  
(615) 741-0430; Fax (615) 532-8315

**48. Texas**

Angie Klein, Crime Records Service  
Texas Department of Public Safety  
P.O. Box 4143  
Austin, TX 78765-4143  
(512) 424-2471; Fax (512) 424-5911

**49. Utah**

Mr. Jesse Gallegos  
Director of Constituent Services  
Utah Department of Corrections  
6100 South Fashion Blvd.  
Murray, UT 84107  
(801) 265-5583; Fax (801) 265-5569

**50. Vermont**

Department of Public Safety  
Vermont Crime Information Center  
103 South Main Street  
Waterbury, VT 05671  
(802) 244-8727

**51. Virgin Islands**

Alva A. Swan, Esq.  
Deputy Attorney General  
Virgin Islands Department of Justice

48B-50C Kronprindsens Gade  
GERS Building, Second Floor  
St. Thomas, U.S. Virgin Islands 00802  
(340) 774-5666; Fax (340) 774-9710

**52. Virginia**

Col. M. Wayne Huggins, Superintendent  
Department of State Police  
P.O. Box 27472  
Richmond, VA 23261-7472  
(804) 674-4656 (Capt. R.L. Vass)

**53. Washington**

Joseph D. Lehman, Secretary  
Department of Corrections  
410 West 5<sup>th</sup> Avenue  
P.O. Box 41100  
Olympia, WA 98504-1100  
(360) 753-6791

**54. West Virginia**

West Virginia State Police  
Attn: Mrs. Terri Swecker  
725 Jefferson Road  
South Charleston, WV 25309  
(304) 746-2133

**55. Wisconsin**

Mr. Anthony Streveler  
Wisconsin Department of Corrections  
149 East Wilson Street  
Madison, WI 53703  
(608) 266-3831

**56. Wyoming**

Division of Criminal Investigation  
Attn: Al Ehrhardt, Sex Offender Registry  
316 West 22<sup>nd</sup> Street  
Cheyenne, WY 82002-0150  
(307) 777-7545; Fax (307) 777-7252

**SEX OFFENDER REGISTRATION AND TREATMENT NOTIFICATION**

A. Initial Classification

1 This is to notify you of your Public Safety Factor - Sex Offender classification pursuant to Bureau of Prisons Program Statement- Security Designation and Custody Classification Manual.

Institution: \_\_\_\_\_

Inmate Name: \_\_\_\_\_ Reg. No: \_\_\_\_\_

\_\_\_\_\_ Current conviction of sexual offense

\_\_\_\_\_ Prior conviction of sexual offense

\_\_\_\_\_  
Inmate signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Staff signature

\_\_\_\_\_  
Date

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B. Final Program Review

You are subject to registration as a sex offender in any state in which you reside, are employed, carry on a vocation, or are a student.

Institution: \_\_\_\_\_

Inmate Name: \_\_\_\_\_ Reg. No: \_\_\_\_\_

\_\_\_\_\_ Current conviction of sexual offense

\_\_\_\_\_ Prior conviction of sexual offense

\_\_\_\_\_  
Inmate signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Staff signature

\_\_\_\_\_  
Date

C. Notification of Community Treatment Programs

In accordance with the provisions of the Violent Crime Control and Law Enforcement Act of 1994, the Federal Bureau of Prisons is required to notify inmates convicted of sex offenses of available community treatment programs, prior to their release.

We have identified the following treatment program(s), at or near your district of release, which may be of assistance to you. We strongly encourage you to contact these programs, or another program that your United States Probation Officer (Parole or Supervision Office, for D.C. Offenders) may recommend while you are under supervision.

TREATMENT AGENCY/SOURCE \_\_\_\_\_

ADDRESS \_\_\_\_\_

TELEPHONE NUMBER \_\_\_\_\_

OTHER PERTINENT INFORMATION \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

TREATMENT AGENCY/SOURCE \_\_\_\_\_

ADDRESS \_\_\_\_\_

TELEPHONE NUMBER \_\_\_\_\_

OTHER PERTINENT INFORMATION \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Unit Manager's or (CCM) signature and date

\_\_\_\_\_  
Inmate's signature, reg. no. and date

\_\_\_\_\_  
cc: Chief United States Probation Officer,  
District of Supervision (if applicable)

Court Services and Offender Supervision Agency  
(D.C. offenders)