

## 29.6 Sex Offender Management

### ADMINISTRATION

**STANDARD 29.6** The agency has a written directive concerning sex offenders living within their jurisdiction. At a minimum, this directive shall provide for:

- A. Community notification made to those deemed as potential vulnerable populations.**
- B. Permitting the agency to verify a sex offender's address and to secure a warrant for arrest when appropriate.**

*Commentary: Agencies should understand that they have the need to protect the community and that the law allows for notification by the agency when a sex offender is residing in the community. For the purposes of Bullet A of this standard, community notification is a purposeful and proactive effort to notify the vulnerable populations contained in the agency list as required by SORA, Correction Law Article 6-C, §168-l, 6 (b) and (c). Proactive efforts may include, but not be limited to, sending letters to vulnerable populations (e.g. schools, daycare facilities, nursing homes, etc.); having community meetings with affected groups; or providing information via website, with occasional letters sent to vulnerable entities to inform them the information exists.*

*In addition, sex offenders are required to submit an annual address verification form to DCJS to report their actual physical address and failure to do so is a felony. To comply with Bullet B, the written directive will include provisions for verifying a sex offender's address when they fail to verify or register as required by law. Your agency's procedure may include other methods of ascertaining the whereabouts of an unverified sex offender. Obtaining an arrest warrant is an option for those that cannot be located using any other method.*

### Compliance Verification Strategies

Assessors may seek to verify agency compliance with this standard by using one or more of the strategies listed below. There may be other strategies identified by the agency which could also be acceptable.

1. A copy of the written directive is available for review.
2. Interview(s) with agency personnel to verify their knowledge and understanding of the requirements of this directive.
3. Documents used for community notification are available for review.
4. Documentation to verify offender's non-compliance is available for review.