




**U.S. Immigration
and Customs
Enforcement**

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MEMORANDUM FOR: Assistant Directors
Deputy Assistant Directors
Field Office Directors

FROM: John P. Torres
Director 

SUBJECT: 2007 World Police and Fire Games

The World Police and Fire Games (WPFG) will be held from March 16-25, 2007, in Adelaide, Australia. This event provides an excellent opportunity to foster camaraderie with law enforcement colleagues worldwide and to showcase the abilities of our talented Office of Detention and Removal Operations (DRO) employees. Accordingly, DRO employees who participate in the WPFG will be eligible for excused absence as outlined below.

DRO employees who register for the WPFG and wish to be granted excused absence must notify their first-line supervisors that they have registered for the games, provide documentation confirming the registration, and indicate the specific days on which they will be personally participating in WPFG events. Each Field Office will then decide, in its discretion and based upon current staffing considerations, workload priorities, and the needs of U.S. Immigration and Customs Enforcement (ICE), whether to authorize excused absence in particular cases.

Subject to the requirements identified above, the following procedures apply:

- Employees will be eligible for up to forty hours of excused absence for this event. Employees are eligible for eight hours of excused absence for each day they participate in one or more of the athletic events sponsored by the WPFG, including the opening and closing ceremonies. Employees are also eligible for up to eight hours of excused absence for each day they participate in a "scheduled" practice connected with the games and documented by their team captain/coach.
- Employees are required to use annual leave for travel to and from the games, and for days during which they do not participate in an officially sponsored event or scheduled practice. In the event that an employee is eliminated in the early rounds of competition, annual leave must be taken to remain at the games after the competitive elimination.
- All game fees, lodging, transportation, and uniform costs are the responsibility of the participating employee and will not be reimbursed by ICE.
- Participating DRO employees must provide their first-line supervisors with their lodging arrangement information (including contact information) in Australia and notify their first-line supervisors of any changes to these arrangements.

Information and questions regarding participating in the 2007 WPFG can be found by visiting the WPFG website at www.2007wpfg.com. The registration deadline for this event is December 1, 2006.