


Idaho Department of Correction  	<b>Policy</b>	<b>Control Number:</b> 145	<b>Version:</b> 1.0	<b>Page Number:</b> 1 of 2
		<b>Title:</b> Subpoenas		<b>Adopted:</b> 7-1-2009  <b>Reviewed:</b> 7-1-2009

**This document was approved by Brent Reinke, director of the Idaho Department of Correction, on 7/1/09 (signature on file).**

## **BOARD OF CORRECTION IDAPA RULE NUMBER**

[None](#)

## **POLICY STATEMENT**

It is the policy of the Idaho Board of Correction that the Idaho Department of Correction (IDOC) conduct thorough and appropriate investigations and absconder apprehensions, in part, by requesting, reviewing, processing, and issuing subpoenas consistent with Idaho Code.

## **PURPOSE**

The purpose of this policy is to communicate the Board's philosophy regarding the establishment of internal procedures for managing subpoenas issued to obtain "documents" as defined in Idaho Code.

## **SCOPE**

As authorized by law, this policy applies to subpoena authority in aid of investigations and absconder apprehensions. This policy also applies to all procedures created under its authority.

## **RESPONSIBILITY**

The director of the IDOC and the chief investigator in the Office of Professional Standards (OPS), are responsible for overseeing the development, implementation, and monitoring of standard operating procedures (SOPs) to address the following conditions (at a minimum) regarding subpoenas:

- Authority;
- Requesting, reviewing, processing, issuing, and maintaining;
- Service of process;
- Proof of Service;
- Compliance and non-compliance; and
- Reimbursement costs associated with producing "documents."

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## REFERENCES

Idaho Code, Title 20, Chapter 2, Section 20-209G, *Authority to Investigate and Issue Subpoenas*

Idaho Code, Title 20, Chapter 2, Section 20-228A, *Parole Subpoena to Assist in Apprehending Parole Absconders*

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