

LAW ENFORCEMENT REQUESTS POLICY

I. Purpose.

The Ecorse Public Library (“Library”) strives to take reasonable precautions to ensure a safe and secure environment for patrons and staff. While the Library strives to develop and enforce policies that support the safety and security of patrons, there may be instances where law enforcement becomes involved. Library staff are not safety experts and do not have the training of security personnel. Additionally, the Library may be subject to the same laws, policies, and procedures that govern other organizations and members of the community.

The Ecorse Public Library will cooperate with law enforcement within the guidelines set forth by the Michigan Library Privacy Act, MCL 397.602(2)(i). The Library also endorses the Code of Ethics of the American Library Association that states, “We protect each library user’s right to privacy and confidentiality with respect to information sought or received and resources consulted, borrowed, acquired or transmitted.”

This policy is developed to ensure that members of the public and Library staff are aware of their rights and responsibilities when engaging with law enforcement.

II. Law Enforcement Presence in the Library.

The Library is a public facility and law enforcement officers can perform their official duties within the public areas of the Library. Law enforcement officers should not enter nonpublic areas except for the safety and security of the Library or with a judicial subpoena, judicial special warrant, or other court order. Staff will speak with the law enforcement officials in public areas of the facility.

If an officer asks staff to provide immediate access to non-public areas, staff should immediately notify the Director or their Designees. Approval of access to nonpublic areas of the library shall be issued by the Director or their designee. The Library has the right to consult with legal counsel before responding to requests.

III. Requests for Library Records by Law Enforcement Officers.

Library records are retained in alignment with state statutes and the Library’s *Record Retention Policy*.

Library staff will not share personally identifiable information including but not limited to Library account records or Library use with law enforcement or other third parties without permission from the patron or without a judicial subpoena, judicial search warrant, or other court order, except for the safety and security of the Library.

Approval of releasing information to law enforcement shall be issued by the Director or their designee. The Library has the right to consult with legal counsel before responding to requests.

IV. Immigration and Customs Enforcement (ICE).

Immigration and Customs Enforcement (ICE) is a federal enforcement organization. They may work alongside or independent of local law enforcement. ICE agents may enter places open to the public, question people in public places, and conduct inquiries according to their statutory powers under 8 U.S. Code § 1357. ICE representatives and officers are not authorized to enter nonpublic areas of the Library except with a judicial subpoena, judicial special warrant, or court order. Administrative warrants do not authorize ICE agents access to non-public areas or protected library records. The Library has the right to consult with legal counsel before responding to requests.