



Tip Sheet: Persons Legally Required to Register with Government Agencies

Disaster Cycle Services Job Tools
Response/Sheltering

Individuals required to register with government agencies—like all individuals affected by the disaster—must be provided shelter during disasters. This may include individuals on bail, bond, probation, or sex offenders.

How and where these persons are sheltered depends upon state and local law and the level of potential risk posed to others. Red Cross procedure balances:

- State and local law;
- Red Cross nondiscriminatory humanitarian mission;
- The need to safeguard all clients in shelters; and
- The unique legal status of persons required to register with authorities.

The arrival of these individuals at a shelter has the potential to create additional strain on an already traumatized population, so the Shelter Site Manager must handle the situation discretely, which may involve some degree of separation between the individual(s) and the general population.

It is the Shelter Manager's responsibility to protect the privacy of these persons while also protecting other shelter residents. The Shelter Site Manager must also collaborate with law enforcement (whether they are supporting the shelter or off-site) and ensure appropriate procedures are established and followed as outlined in [Sheltering Standards and Procedures](#).

The Shelter Site Manager should request guidance from the HQ Sheltering Manager/Coordinator and law enforcement about local laws regarding sheltering sex offenders and others required to register and whether any procedures in the local jurisdiction should be followed.

The Red Cross does not directly ask each person arriving at a shelter if they must register with government though a sign with the following language may be posted on the registration desk: "*Please inform the registration worker if someone in your household is required by law to register with a state or local government agency for any reason.*"

When a Person Required to Register Arrives

1. The Shelter Site Manager should ensure that all shelter workers, especially those working reception and registration know there may be a range of individuals who disclose that they required by law to register with a state or local government agency.
2. The Shelter Manager ensures reception/registration workers are trained to discreetly refer these individuals to the Shelter Site Manager
3. The Shelter Site Manager should meet in a private location with this client:
 - All conversations and interactions are confidential and should preserve the dignity of the client.
4. If the client indicates registration is required because of bail, bond, or probation conditions, the Shelter Site Manager should ensure the client understands shelter rules, advise them to contact their probation

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- officer or point of contact as soon as possible, and return with them to the registration desk to continue registering.
- Clients in this category should be treated as any other resident in the shelter, but their behavior may be watched more carefully.
5. If the client indicates they are a sex offender, the client must be advised that Red Cross policy requires the notification of local law enforcement to determine whether the client can remain in the shelter.
 - If the client chooses to remain, ask them to confine their activities to a specific area at the shelter that is separated from general shelter population and under the observation of a Red Cross worker until law enforcement arrives at the shelter.
 6. The Shelter Manager speaks with law enforcement upon arrival and provides pertinent information.
 7. Law enforcement speaks with the client and conducts a check into the client's background if required.
 8. If the law permits the registered sex offender to remain in the shelter, the Shelter Manager notifies shelter security personnel present in the shelter, Life Safety & Asset Protection (LSAP), and the HQ Sheltering Manager.
 9. The Shelter Site Manager provides appropriate information in the Manager Log (**not** general Shelter Log).
 10. The registered client should stay in an area where they can be monitored appropriately.
 - Law enforcement and Life Safety & Asset Protection provide guidance on how to ensure safety at the shelter.
 11. If the client cannot remain in the shelter, law enforcement must take them to alternate shelter.
 12. Any conversation about this client with staff and appropriate authorities should be kept to bare minimum and only when necessary to protect privacy.

When a Person Does Not Disclose They Must Register With Government

1. Some individuals required to register do not inform the Red Cross as they may not be legally obligated to do so.
2. Especially in small communities, other clients or law enforcement may recognize a client required to register. This recognition can result in a direct confrontation or there may be a report made to shelter staff. If this occurs, notify the Shelter Site Manager.
3. The Shelter Site Manager speaks with the client to determine the situation.
4. If the client is a sex offender, they are escorted to a safe area designated by the Shelter Site Manager.
 - A Red Cross volunteer or employee monitors the client and ensures other clients do not come into contact with the isolated client. Contact presents a safety issue for other clients and the individual.
 - The Shelter Site Manager notifies law enforcement, Life Safety & Asset Protection, and the HQ Sheltering Manager/Coordinator immediately.
5. If registration is required because of bail, bond, or probation conditions, the Shelter Manager:
 - Ensures the individual understands the shelter rules;
 - Advise them to contact their probation officer or point of contact as soon as possible;
 - Returns the client to shelter; and
 - Explains privately to any concerned shelter residents that this individual has the right to be in the shelter, and that the safety of residents is being monitored.

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