



AMERICAN
IMMIGRATION
LAWYERS
ASSOCIATION



July 11, 2018

U.S. Department of Justice
Executive Office for Immigration Review (EOIR)
Office of the General Counsel – FOIA Service Center
FOIA/Privacy Act Requests
5107 Leesburg Pike, Suite 1903
Falls Church, VA 22041

Via email: EOIR.FOIARequests@usdoj.gov

Re: Freedom of Information Act Request

Dear Sir or Madam:

The American Immigration Lawyers Association (AILA) and the American Immigration Council (Council) submits this letter as a request for information under the Freedom of Information Act (FOIA), 5 U.S.C. §552, *et. seq.*

RECORDS SOUGHT

AILA and the Council request the following records¹ from the Executive Office for Immigration Review (EOIR):

- Records that were created, drafted, or sent from March 30, 2018, to the present, that describe, explain, and/or train immigration judges, court administrators, or any immigration court staff on status docket and non-status docket management procedures. Status cases are identified in EOIR's January 17, 2018 memorandum, *Case Priorities and Immigration Court Performance Measures*² and EOIR's March 30, 2018 guidance, *Immigration Judge Performance Metrics*.³

Please construe this as an ongoing FOIA request, so that any records that come within the possession of the agency prior to your final response to this FOIA request be considered within the scope of the request until such time as the agency conducts a proper and adequate search.

¹ The term "records" as used herein includes all records or communications preserved in electronic or written form, including but not limited to correspondence, directives, documents, data, videotapes, audiotapes, e-mails, faxes, files, guidance, guidelines, standards, evaluations, instructions, analyses, memoranda, agreements, notes, orders, policies, procedures, protocols, reports, rules, technical manuals, training manuals, technical specifications, training materials or studies, including records kept in written form, or electronic format on computers and/or other electronic storage devices, electronic communications and/or videotapes, as well as any reproductions thereof that differ in any way from any other reproduction, such as copies containing marginal notations.

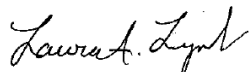
² EOIR, *Case Priorities and Immigration Court Performance Measures*, Jan. 17, 2018, available at <https://www.justice.gov/eoir/page/file/1026721/download> (last visited Jul. 11, 2018).

³ EOIR, *Immigration Judge Performance Metrics*, Mar. 30, 2018, available at <https://www.aila.org/infonet/eoir-memo-immigration-judge-performance-metrics> (last visited Jul. 11, 2018).

If EOIR does not have custody or control over the requested records but knows or believes that another department, agency, or private entity subject to FOIA does, please promptly forward this FOIA request to the appropriate recipient and inform the undersigned.

We respectfully ask for a limitation of processing fees pursuant to 5 U.S.C. §552(a)(4)(A)(ii)(II). Please inform us if the charges for this FOIA production will exceed \$25.00. If you have any questions, please contact Laura Lynch at (202) 507-7627 or by email at llynch@aila.org and Karolina Walters at (202) 507-7520 or by email at kwalters@immcouncil.org.

Sincerely,



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