



U.S. Immigration and Customs Enforcement

Office of the Chief Counsel

U.S. Department of Homeland Security
Chicago, Illinois

Office of Chief Counsel, Chicago E-Inquiry Fact Sheet

Effective March 1, 2018, attorneys may contact the Office of Chief Counsel in Chicago (OCC) via e-mail about cases pending before EOIR in order to more efficiently and effectively complete litigation. The OCC staff has been divided into four teams, each of which is assigned to specific Immigration Judges (IJs). Attorneys should direct their inquiries to the e-mail box that corresponds to the Immigration Judge to whom their client's case has been assigned. The Team E-Mail Addresses are:

OCC-CHI-TeamA@ice.dhs.gov for matters before Immigration Judges Fujimoto, and Peyton.

OCC-CHI-TeamB@ice.dhs.gov for matters before Immigration Judges DeAngelis, Saltzman, and McNulty.

OCC-CHI-TeamC@ice.dhs.gov for matters before Immigration Judges Giambastiani, and Lang.

OCC-CHI-TeamD@ice.dhs.gov for matters before Immigration Judges Rosche, and Cole.

Please comply with the Terms and Conditions below when e-mailing. The OCC will respond promptly, generally within two business days. If a timely response is not received, please elevate to a Deputy Chief Counsel.

Terms and Conditions of Use:

- EOIR-28:** The attorney must have an EOIR-28 on file or attach a completed EOIR-28 to the e-mail. The OCC will not respond to inquiries regarding specific cases where the attorney does not have a notice of appearance on file confirming the foreign national's consent to their representation.
- A-Number:** The relevant alien registration number must be in the subject line of the e-mail. Attorneys will not respond to an inquiry regarding a particular case where the attorney has failed to provide his or her client's alien registration number.
- Not to be used for Electronic Service:** The e-mail box should not be used for serving documents on ICE. Please do not submit motions, briefs, applications, requests for prosecutorial discretion, or other filings through these team e-mail boxes. They will not be accepted. For electronic service, respondent counsel can request access to the ICE eService website at: <https://eserviceregistration.ice.gov>.
- Other Pertinent Information:** The body of the e-mail ***must include*** the following information:
 - Alien Registration Number
 - Detained/Non-detained status
 - Immigration Judge
 - Next Hearing Date (if applicable)
 - Attorney's Name and Telephone Number(s).
- These team e-mail boxes ***should not be used as a means or substitute for legal research***. The OCC will not respond to general immigration law questions. However, inquiries regarding ICE processes and procedures may be appropriately directed to the e-mail box.
- Please restrict your inquiries to specific questions regarding individual cases.
- In certain instances, responses to e-mails may be more appropriately handled by telephone. It is imperative that a phone number is included in the e-mail to allow for a timely response by OCC staff.

Penalties:

- E-mails that do not comply with the Terms and Conditions of Use may be rejected.
- Violations of the Terms and Conditions of Use will result in suspension of e-mail inquiry privileges.