



U.S. Immigration and Customs Enforcement

Office of the Principal Legal Advisor
U.S. Department of Homeland Security
Chicago, Illinois

Office of Chief Counsel, Chicago E-Inquiry Fact Sheet

Effective July 22, 2020, attorneys may contact the ICE Office of the Principal Legal Advisor in Chicago via e-mail about cases pending before EOIR in order to more efficiently and effectively complete litigation. The OPLA staff has been divided into four teams, each assigned to specific Immigration Judges. 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:

OPLA-CHI-TeamA@ice.dhs.gov for matters before Immigration Judges McKenna, Saltzman, Deangelis, and VJ.

OPLA-CHI-TeamB@ice.dhs.gov for matters before Immigration Judges Defoe, Peyton, Luskin, and VJ2.

OPLA-CHI-TeamC@ice.dhs.gov for matters before Immigration Judges Lang, Salovaara, Naseem, and DCIJ McNulty.

OPLA-CHI-TeamD@ice.dhs.gov for matters before Immigration Judges Rosche and Cole (detained docket).

Fingerprint biometrics for respondents which were taken in preparation for an initial merits hearing will be automatically refreshed by OPLA Chicago prior to the next merits hearing, if the matter is continued to a subsequent hearing. For inquiries about specific cases, you may contact OPLA-CHI-SupportStaff@ice.dhs.gov.

Please comply with the Terms and Conditions below when e-mailing. OPLA will attempt to respond within two business days.

* Historically, the email addresses began with "OCC" (i.e. OCC-CHI-TeamA@ice.dhs.gov). Those legacy addresses are still operational, but best practice is to use the updated email addresses included in this revision.

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. OPLA 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. (In order to protect personally identifiable information from being compromised, you may want to consider password protecting the EOIR-28, and emailing the password to the duty attorney in a separate email).
- A-Number:** The relevant alien registration number must be in the subject line of the e-mail. OPLA 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:
 - 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***. OPLA 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 OPLA 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.