



## U.S. Department of Justice

Executive Office for Immigration Review

*Office of the General Counsel*

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5107 Leesburg Pike, Suite 1903  
Falls Church, Virginia 20503  
March 24, 2015

Jacqueline Stevens  
Professor  
Northwestern University  
Director, Deportation Research Clinic  
Buffett Center for International and Comparative Studies  
601 University Place  
Political Science Department  
Evanston, IL 60208

RE: Freedom of Information Act Request for Records Used to Instruct Employees on the Coding of Immigration Judge Misconduct Complaints

Dear Ms. Stevens

This letter is a response to your Freedom of Information Act (FOIA) request in which you seek all manuals, memoranda, examples, notes, e-mails, and other materials used to instruct employees in the coding of the Executive Office for Immigration Review (EOIR) Immigration Judge misconduct complaints. You seek any such records created, produced, or maintained since January 1, 2010.

Enclosed is a computer disk containing the documents responsive to your FOIA request. The records have been redacted pursuant to 5 U.S.C. § 552(b)(5) to protect attorney-client communications, attorney work-product, and/or pre-decisional, deliberative material and pursuant to 5 U.S.C. § 552(b)(6) to avoid a clearly unwarranted invasion of personal privacy. To view the contents of the disk, you will need to use software such as Adobe Acrobat.

For your information, Congress excluded three discrete categories of law enforcement and national security records from the requirements of the FOIA. *See* 5 U.S.C. § 552(c) (2006 & Supp. IV 2010). This response is limited to those records that are subject to the requirements of the FOIA. This is a standard notification that is given to all our requesters and should not be taken as an indication that excluded records do, or do not, exist. *See* <http://www.justice.gov/oip/foiapost/2012foiapost9.html>.

If you are not satisfied with this decision, you may file an appeal by mail to: Director, Office of Information Policy (OIP), U.S. Department of Justice, 1425 New York Ave., N.W., Suite 11050, Washington, D.C. 20530, or you may submit an appeal through the eFOIA portal at <http://www.justice.gov/oip/efoia-portal.html>. OIP must receive your appeal within 60 days of the date of this letter. If you submit your appeal by mail, both the letter and envelope should be clearly marked "Freedom of Information Act Appeal." The procedures for appeal are stated at 28 C.F.R. § 16.9.

Sincerely,

Crystal Souza  
Supervisory Government Information Specialist

Enclosure  
EOIR FOIA# 2015-10,218