



April 21, 2020

VIA EMAIL

Privacy Office  
Department of Homeland Security  
245 Murray Lane SW  
STOP-0655  
Washington, DC 20528  
[foia@hq.dhs.gov](mailto:foia@hq.dhs.gov)

FOIA Office  
Immigration and Customs Enforcement  
500 12<sup>th</sup> Street SW  
STOP-5009  
Washington, DC 20536  
[ice-foia@dhs.gov](mailto:ice-foia@dhs.gov)

**Re: Expedited Freedom of Information Act Request**

Dear FOIA Officers:

Pursuant to the Freedom of Information Act (FOIA), 5 U.S.C. § 552, and the implementing regulations of your agency, American Oversight makes the following request for records.

The outbreak of the novel coronavirus, SARS-CoV-2, and the disease it causes, COVID-19, has been declared a public health emergency at both the national and international levels.<sup>1</sup> Since late 2019, the virus has spread to dozens of countries, sickened millions of people, and resulted in more than 143,000 deaths.<sup>2</sup> Populations in processing and detention centers are especially vulnerable, due to their poor access to healthcare, lack of essential supplies, and close quarters.<sup>3</sup> Furthermore, recent reports indicate that processing and detention centers have adopted a practice of “cohort quarantine,” which has actually accelerated the spread of the virus.<sup>4</sup>

American Oversight seeks records that may shed light on this practice.

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<sup>1</sup> *Coronavirus Disease 2019 (COVID-19) Situation Summary*, CENTERS FOR DISEASE CONTROL AND PREVENTION, <https://www.cdc.gov/coronavirus/2019-ncov/summary.html>.

<sup>2</sup> *Coronavirus Map: Tracking the Global Outbreak*, N.Y. TIMES (Apr. 17, 2020, 11:30 AM), <https://www.nytimes.com/interactive/2020/world/coronavirus-maps.html>.

<sup>3</sup> Abigail Hauslohner, et al., *Coronavirus Could Pose Serious Concern in ICE Jails, Immigration Courts*, WASH. POST (Mar. 12, 2020, 6:38 PM), [https://www.washingtonpost.com/immigration/coronavirus-immigration-jails/2020/03/12/44b5e56a-646a-11ea-845d-e35b0234b136\\_story.html](https://www.washingtonpost.com/immigration/coronavirus-immigration-jails/2020/03/12/44b5e56a-646a-11ea-845d-e35b0234b136_story.html).

<sup>4</sup> Monique Madan, *ICE Ignores Coronavirus Guidelines in Detention, Federal Lawsuit Says. Many Will Die*, MIAMI HERALD (Apr. 13, 2020, 10:40 AM), <https://www.miamiherald.com/news/local/immigration/article241966876.html>.



## **Requested Records**

American Oversight seeks expedited review of this request for the reasons identified below and requests that your agency produce the following records as soon as practicable, and at least within twenty business days:<sup>5</sup>

1. All Department of Homeland Security (DHS) directives, orders, decision memoranda, protocols, or guidance regarding the practice of segregating groups of detainees or inmates suspected of having symptoms of or exposure to the novel coronavirus within processing or detention centers, also referred to as “cohorting” or “cohort quarantine.”
2. All Immigration and Customs Enforcement (ICE) directives, orders, decision memoranda, protocols, or guidance regarding the practice of segregating groups of detainees or inmates suspected of having symptoms of or exposure to the novel coronavirus within processing or detention centers, also referred to as “cohorting” or “cohort quarantine.”

Please provide all responsive records from March 1, 2020, through the date of the search.

## **Fee Waiver Request**

In accordance with 5 U.S.C. § 552(a)(4)(A)(iii) and your agency’s regulations, American Oversight requests a waiver of fees associated with processing this request for records. The subject of this request concerns the operations of the federal government, and the disclosures will likely contribute to a better understanding of relevant government procedures by the general public in a significant way. Moreover, the request is primarily and fundamentally for non-commercial purposes.

American Oversight requests a waiver of fees because disclosure of the requested information is “in the public interest because it is likely to contribute significantly to public understanding of operations or activities of the government.”<sup>6</sup> The public has a significant interest in the federal government’s response to the coronavirus. Records with the potential to shed light on this matter would contribute significantly to public

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<sup>5</sup> In this request, American Oversight seeks records maintained by Immigrations and Customs Enforcement (ICE), as well as the Department of Homeland Security (DHS). Because it is our understanding that DHS is processing all coronavirus-related records on ICE’s behalf, we are submitting this request to DHS to process on behalf of ICE. However, we are also sending to ICE for awareness and in the event that ICE regains responsibility for processing such requests, as American Oversight expects that this request would then be referred to ICE for any outstanding processing.

<sup>6</sup> 5 U.S.C. § 552(a)(4)(A)(iii).

understanding of operations of the federal government, including any actions taken that mitigate or exacerbate the spread of coronavirus within processing and detention centers. American Oversight is committed to transparency and makes the responses agencies provide to FOIA requests publicly available, and the public's understanding of the government's activities would be enhanced through American Oversight's analysis and publication of these records.

This request is primarily and fundamentally for non-commercial purposes.<sup>7</sup> As a 501(c)(3) nonprofit, American Oversight does not have a commercial purpose and the release of the information requested is not in American Oversight's financial interest. American Oversight's mission is to promote transparency in government, to educate the public about government activities, and to ensure the accountability of government officials. American Oversight uses the information gathered, and its analysis of it, to educate the public through reports, press releases, or other media. American Oversight also makes materials it gathers available on its public website and promotes their availability on social media platforms, such as Facebook and Twitter.<sup>8</sup>

American Oversight has also demonstrated its commitment to the public disclosure of documents and creation of editorial content through numerous substantive analyses posted to its website.<sup>9</sup> Examples reflecting this commitment to the public disclosure of documents and the creation of editorial content include the posting of records related to an ethics waiver received by a senior Department of Justice attorney and an analysis of what those records demonstrated regarding the Department's process for issuing such waivers;<sup>10</sup> posting records received as part of American Oversight's "Audit the Wall" project to gather and analyze information related to the administration's proposed construction of a barrier along the U.S.-Mexico border, and analyses of what those records reveal;<sup>11</sup> posting records regarding potential self-dealing at the Department of Housing &

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<sup>7</sup> See 5 U.S.C. § 552(a)(4)(A)(iii).

<sup>8</sup> American Oversight currently has approximately 15,400 page likes on Facebook and 102,300 followers on Twitter. American Oversight, FACEBOOK, <https://www.facebook.com/weareoversight/> (last visited Apr. 15, 2020); American Oversight (@weareoversight), TWITTER, <https://twitter.com/weareoversight> (last visited Apr. 15, 2020).

<sup>9</sup> News, AMERICAN OVERSIGHT, <https://www.americanoversight.org/blog>.

<sup>10</sup> DOJ Records Relating to Solicitor General Noel Francisco's Recusal, AMERICAN OVERSIGHT, <https://www.americanoversight.org/document/doj-civil-division-response-noel-francisco-compliance>; *Francisco & the Travel Ban: What We Learned from the DOJ Documents*, AMERICAN OVERSIGHT, <https://www.americanoversight.org/francisco-the-travel-ban-what-we-learned-from-the-doj-documents>.

<sup>11</sup> See generally *Audit the Wall*, AMERICAN OVERSIGHT, <https://www.americanoversight.org/investigation/audit-the-wall>; see, e.g., *Border Wall Investigation Report: No Plans, No Funding, No Timeline, No Wall*, AMERICAN OVERSIGHT, <https://www.americanoversight.org/border-wall-investigation-report-no-plans-no-funding-no-timeline-no-wall>.

Urban Development and related analysis;<sup>12</sup> posting records and analysis relating to the federal government's efforts to sell nuclear technology to Saudi Arabia;<sup>13</sup> posting records and analysis regarding the Department of Justice's decision in response to demands from Congress to direct a U.S. Attorney to undertake a wide-ranging review and make recommendations regarding criminal investigations relating to the President's political opponents and allegations of misconduct by the Department of Justice itself and the Federal Bureau of Investigation.<sup>14</sup>

Accordingly, American Oversight qualifies for a fee waiver.

### **Application for Expedited Processing**

Pursuant to 5 U.S.C. § 552(a)(6)(E)(1), American Oversight requests that your agency expedite the processing of this request.

I certify to be true and correct to the best of my knowledge and belief that the information requested is urgently needed in order to inform the public concerning actual or alleged government activity, and American Oversight is primarily engaged in disseminating the information it received from public records requests to the public.

Recent reporting demonstrates that there is clearly an urgent need to inform the public regarding the matters that are the subject of American Oversight's FOIA request. First, American Oversight has requested records with the potential to shed light on the steps the administration has undertaken to manage a public health emergency at a national level. Because the virus has spread rapidly and has already killed more than 30,000 people in the United States,<sup>15</sup> there is plainly an urgent need to inform the public about the actions that the government has taken to mitigate the spread and treat the ongoing cases. The exceptionally widespread news reporting on this virus demonstrates that the public urgently needs information concerning the subject matter of this request.<sup>16</sup> Furthermore,

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<sup>12</sup> *Documents Reveal Ben Carson Jr.'s Attempts to Use His Influence at HUD to Help His Business*, AMERICAN OVERSIGHT, <https://www.americanoversight.org/documents-reveal-ben-carson-jr-s-attempts-to-use-his-influence-at-hud-to-help-his-business>.

<sup>13</sup> *Investigating the Trump Administration's Efforts to Sell Nuclear Technology to Saudi Arabia*, AMERICAN OVERSIGHT, <https://www.americanoversight.org/investigating-the-trump-administrations-efforts-to-sell-nuclear-technology-to-saudi-arabia>.

<sup>14</sup> *Sessions' Letter Shows DOJ Acted On Trump's Authoritarian Demand to Investigate Clinton*, AMERICAN OVERSIGHT, <https://www.americanoversight.org/sessions-letter>.

<sup>15</sup> *Coronavirus Map*, *supra* note 2.

<sup>16</sup> Eric Lipton, et al., *He Could Have Seen What Was Coming: Behind Trump's Failure on the Virus*, N.Y. TIMES (Apr. 13, 2020, 8:30 PM),

<https://www.nytimes.com/2020/04/11/us/politics/coronavirus-trump-response.html>;

Yasmeen Abutaleb, et al., *The U.S. Was Beset by Denial and Dysfunction as the Coronavirus Raged*, WASH. POST, Apr. 4, 2020, [https://www.washingtonpost.com/national-](https://www.washingtonpost.com/national-security/2020/04/04/coronavirus-government-dysfunction/)

[security/2020/04/04/coronavirus-government-dysfunction/](https://www.washingtonpost.com/national-security/2020/04/04/coronavirus-government-dysfunction/);

Adam Taylor, et al., *Live*

the federal government has recognized that the densely packed nature of facilities such as processing and detention centers “creates a risk of infection and transmission for inmates and staff,” and thus special attention to prevention and control in these facilities is warranted.<sup>17</sup>

Moreover, I certify to be true and correct to the best of my knowledge and belief that there is an urgent need to inform the public about the risks of coronavirus in among the tens of thousands of individuals held in immigration detention and the workforce that is in close contact with them. American Oversight’s request seeks information that can shed light on the actions that the government is taking that could exacerbate these individuals’ exposure to the coronavirus, including the extent to which “cohorting” has been adopted as a policy across facilities and the conditions under which it is used.<sup>18</sup>

I further certify that American Oversight is primarily engaged in disseminating information to the public. American Oversight’s mission is to promote transparency in government, to educate the public about government activities, and to ensure the accountability of government officials. Similar to other organizations that have been found to satisfy the criteria necessary to qualify for expedition,<sup>19</sup> American Oversight “gathers information of potential interest to a segment of the public, uses its editorial skills to turn the raw material into a distinct work, and distributes that work to an audience.”<sup>20</sup> American Oversight uses the information gathered, and its analysis of it, to educate the public through reports, press releases, and other media. American Oversight also makes materials it gathers available on its public website and promotes their availability on social

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*Updates: U.S. coronavirus death toll rises; cruise held off Calif. coast after passengers show symptoms*, WASH. POST (Apr. 2, 2020, 2:38 PM),

<https://www.washingtonpost.com/world/2020/03/04/coronavirus-live-updates/>;

*Coronavirus live updates: Democratic Convention Postponed to August; California Cases Reach 10,000, More Than 200 Deaths*, L.A. TIMES (Apr. 2, 2020, 9:23 AM),

<https://www.latimes.com/california/liveblog/coronavirus-live-updates-thursday-april-2>;

Ben Westcott, et al., *Live Updates: Coronavirus pandemic alters life as we know it*, CNN (Apr. 2, 2020, 2:20 PM) <https://www.cnn.com/world/live-news/coronavirus-pandemic-04-02-20-intl/index.html>.

<sup>17</sup> Danielle Ivory, *‘We Are Not a Hospital’: Inside a Prison Bracing for the Coronavirus*, N.Y. TIMES, Mar. 17, 2020, <https://www.nytimes.com/2020/03/17/us/coronavirus-prisons-jails.html>.

<sup>18</sup> See Monique O. Madan, *ICE Ignores Coronavirus Guidelines in Detention, Federal Lawsuit Says. ‘Many Will Die.’*, MIAMI HERALD (Apr. 13, 2020, 9:40 PM), <https://www.miamiherald.com/news/local/immigration/article241966876.html> (discussing “cohorting” at three ICE facilities in Southern Florida, and concerns from public health experts about the effects of this practice).

<sup>19</sup> See *ACLU v. U.S. Dep’t of Justice*, 321 F. Supp. 2d 24, 30–31 (D.D.C. 2004); *EPIC v. Dep’t of Defense*, 241 F. Supp. 2d 5, 15 (D.D.C. 2003).

<sup>20</sup> *ACLU*, 321 F. Supp. 2d at 29 n.5 (quoting *EPIC*, 241 F. Supp. 2d at 11).

media platforms, such as Facebook and Twitter.<sup>21</sup> As discussed previously, American Oversight has demonstrated its commitment to the public disclosure of documents and creation of editorial content,<sup>22</sup> including specifically with respect to documents related to the coronavirus.<sup>23</sup>

Accordingly, American Oversight's request satisfies the criteria for expedition.

### **Guidance Regarding the Search & Processing of Requested Records**

In connection with its request for records, American Oversight provides the following guidance regarding the scope of the records sought and the search and processing of records:

- Please search all locations and systems likely to have responsive records, regardless of format, medium, or physical characteristics. For instance, if the request seeks "communications," please search all locations likely to contain communications, including relevant hard-copy files, correspondence files, appropriate locations on hard drives and shared drives, emails, text messages or other direct messaging

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<sup>21</sup> American Oversight currently has approximately 15,500 page likes on Facebook and 102,400 followers on Twitter. American Oversight, FACEBOOK, <https://www.facebook.com/weareoversight/> (last visited Mar. 16, 2020); American Oversight (@weareoversight), TWITTER, <https://twitter.com/weareoversight> (last visited Mar. 16, 2020).

<sup>22</sup> See generally *News*, AMERICAN OVERSIGHT, <https://www.americanoversight.org/blog>; see, e.g., *DOJ Civil Division Response Noel Francisco Compliance*, AMERICAN OVERSIGHT, <https://www.americanoversight.org/document/doj-civil-division-response-noel-francisco-compliance>; *Francisco & the Travel Ban: What We Learned from the DOJ Documents*, AMERICAN OVERSIGHT, <https://www.americanoversight.org/francisco-the-travel-ban-what-we-learned-from-the-doj-documents>; *Audit the Wall*, AMERICAN OVERSIGHT, <https://www.americanoversight.org/investigation/audit-the-wall>; *Border Wall Investigation Report: No Plans, No Funding, No Timeline, No Wall*, AMERICAN OVERSIGHT, <https://www.americanoversight.org/border-wall-investigation-report-no-plans-no-funding-no-timeline-no-wall>; *Documents Reveal Ben Carson Jr.'s Attempts to Use His Influence at HUD to Help His Business*, AMERICAN OVERSIGHT, <https://www.americanoversight.org/documents-reveal-ben-carson-jr-s-attempts-to-use-his-influence-at-hud-to-help-his-business>; *Investigating the Trump Administration's Efforts to Sell Nuclear Technology to Saudi Arabia*, AMERICAN OVERSIGHT, <https://www.americanoversight.org/investigating-the-trump-administrations-efforts-to-sell-nuclear-technology-to-saudi-arabia>; *Sessions' Letter Shows DOJ Acted On Trump's Authoritarian Demand to Investigate Clinton*, AMERICAN OVERSIGHT, <https://www.americanoversight.org/sessions-letter>.

<sup>23</sup> *'We Are Flying Blind': Health Officials' Late February Emails Show Rising Coronavirus Concerns*, AMERICAN OVERSIGHT, <https://www.americanoversight.org/we-are-flying-blind-health-officials-late-february-emails-show-rising-coronavirus-concerns>.

systems (such as iMessage, WhatsApp, Signal, or Twitter direct messages), voicemail messages, instant messaging systems such as Lync or ICQ, and shared messages systems such as Slack.

- In conducting your search, please understand the terms “record,” “document,” and “information” in their broadest sense, to include any written, typed, recorded, graphic, printed, or audio material of any kind. We seek records of any kind, including electronic records, audiotapes, videotapes, and photographs, as well as letters, emails, facsimiles, telephone messages, voice mail messages and transcripts, notes, or minutes of any meetings, telephone conversations or discussions.
- Our request for records includes any attachments to those records or other materials enclosed with those records when they were previously transmitted. To the extent that an email is responsive to our request, our request includes all prior messages sent or received in that email chain, as well as any attachments to the email.
- Please search all relevant records or systems containing records regarding agency business. Do not exclude records regarding agency business contained in files, email accounts, or devices in the personal custody of your officials, such as personal email accounts or text messages. Records of official business conducted using unofficial systems or stored outside of official files are subject to the Federal Records Act and FOIA.<sup>24</sup> It is not adequate to rely on policies and procedures that require officials to move such information to official systems within a certain period of time; American Oversight has a right to records contained in those files even if material has not yet been moved to official systems or if officials have, by intent or through negligence, failed to meet their obligations.<sup>25</sup>
- Please use all tools available to your agency to conduct a complete and efficient search for potentially responsive records. Agencies are subject to government-wide requirements to manage agency information electronically,<sup>26</sup> and many agencies have adopted the National Archives and Records Administration (NARA) Capstone program, or similar policies. These systems provide options for searching

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<sup>24</sup> See *Competitive Enter. Inst. v. Office of Sci. & Tech. Policy*, 827 F.3d 145, 149–50 (D.C. Cir. 2016); cf. *Judicial Watch, Inc. v. Kerry*, 844 F.3d 952, 955–56 (D.C. Cir. 2016).

<sup>25</sup> See *Competitive Enter. Inst. v. Office of Sci. & Tech. Policy*, No. 14-cv-765, slip op. at 8 (D.D.C. Dec. 12, 2016).

<sup>26</sup> Presidential Memorandum—Managing Government Records, 76 Fed. Reg. 75,423 (Nov. 28, 2011), <https://obamawhitehouse.archives.gov/the-press-office/2011/11/28/presidential-memorandum-managing-government-records>; Office of Mgmt. & Budget, Exec. Office of the President, Memorandum for the Heads of Executive Departments & Independent Agencies, “Managing Government Records Directive,” M-12-18 (Aug. 24, 2012), <https://www.archives.gov/files/records-mgmt/m-12-18.pdf>.

emails and other electronic records in a manner that is reasonably likely to be more complete than just searching individual custodian files. For example, a custodian may have deleted a responsive email from his or her email program, but your agency's archiving tools may capture that email under Capstone. At the same time, custodian searches are still necessary; agencies may not have direct access to files stored in .PST files, outside of network drives, in paper format, or in personal email accounts.

- In the event some portions of the requested records are properly exempt from disclosure, please disclose any reasonably segregable non-exempt portions of the requested records. If a request is denied in whole, please state specifically why it is not reasonable to segregate portions of the record for release.
- Please take appropriate steps to ensure that records responsive to this request are not deleted by the agency before the completion of processing for this request. If records potentially responsive to this request are likely to be located on systems where they are subject to potential deletion, including on a scheduled basis, please take steps to prevent that deletion, including, as appropriate, by instituting a litigation hold on those records.

### **Conclusion**

If you have any questions regarding how to construe this request for records or believe that further discussions regarding search and processing would facilitate a more efficient production of records of interest to American Oversight, please do not hesitate to contact American Oversight to discuss this request. American Oversight welcomes an opportunity to discuss its request with you before you undertake your search or incur search or duplication costs. By working together at the outset, American Oversight and your agency can decrease the likelihood of costly and time-consuming litigation in the future.

Where possible, please provide responsive material in an electronic format by email. Alternatively, please provide responsive material in native format or in PDF format on a USB drive. Please send any responsive material being sent by mail to American Oversight, 1030 15th Street NW, Suite B255, Washington, DC 20005. If it will accelerate release of responsive records to American Oversight, please also provide responsive material on a rolling basis.

We share a common mission to promote transparency in government. American Oversight looks forward to working with your agency on this request. If you do not understand any part of this request, please contact Christine Monahan at [foia@americanoversight.org](mailto:foia@americanoversight.org) or 202.869.5244. Also, if American Oversight's request for expedition is not granted or its

request for a fee waiver is not granted in full, please contact us immediately upon making such a determination.

Sincerely,

A handwritten signature in blue ink, appearing to read "Austin R. Evers", with a long horizontal flourish extending to the left.

Austin R. Evers  
Executive Director  
American Oversight