

RESPONSE TO FEDERAL IMMIGRATION ENFORCEMENT

If an immigration officer requests university information regarding a person, do the following:

FIRST AND FOREMOST



Be polite and respectful.
Do not do anything that interferes with an officer's duties.

TELL

If the officer requests information or presents you with a warrant, subpoena, or order, tell the officer:



"I understand that you're here in an official capacity. The UO generally cooperates with government investigations. I'm, however, obligated to call our General Counsel's office. I'm not authorized to provide any information on any person or accept service of any warrant, subpoena, or order."

ASK



Ask for the officer's name, ID number, agency affiliation, and business card. Ask to make a copy of any document presented by the officer.

CONTACT GENERAL COUNSEL



Contact UO General Counsel's Office at **(541) 346-3082** and provide the officer's identification information. Leave a voicemail if necessary. Email any document provided by the officer to counsel@uoregon.edu.

GET GUIDANCE



Get guidance from the UO General Counsel's Office about what requested documents or information may be provided, if any.

RESPONSE TO FEDERAL IMMIGRATION ENFORCEMENT

If an immigration officer seeks your consent to enter a limited access space, such as a classroom, office, conference room, or secured area, do the following:

FIRST AND FOREMOST



Be polite and respectful.
Do not do anything that interferes with an officer's duties.

TELL THE OFFICER



"I understand that you're here to enforce immigration law. I'm not obstructing your progress but I am obligated to call our General Counsel's office before you proceed. Also, I'm not authorized to provide any information on any person or accept service of any warrant, subpoena, or order."

ASK



Ask for the officer's name, ID number, agency affiliation, and business card. Ask to make a copy of any document presented by the officer.

CONTACT



Before granting access, contact UO General Counsel's Office at **(541) 346-3082**, provide the officer's identification information, and obtain guidance. Leave a voicemail if necessary. Email any document provided by the officer to gcounsel@uoregon.edu
If needed, you may also contact the UOPD at 541-345-3232 or 911.

KEEP RECORD



If the officer enters without permission, do not interfere with the officer's actions. If possible, take detailed notes of what transpires.