

Attorney General Dan Rayfield



**ATTORNEY GENERAL'S
MODEL POLICIES
REGARDING IMMIGRATION**

Introduction

These recommended policies are issued by the Attorney General pursuant to ORS 180.810 to help public bodies in Oregon understand state and federal laws governing federal immigration enforcement activities. The goal is to provide practical guidance that complies with applicable laws, current as of January 2025. However, we strongly encourage public bodies to consult with their legal counsel before adopting any new policies. Given the complex relationship between the enforcement of federal immigration laws and state criminal laws, **these policies are not intended for use by law enforcement (including police, sheriffs, and correctional institutions), or any public body that has physical custody of any individual. Additional requirements apply to such public bodies.**

Eight model policies are below. (The first and second are two versions of the same policy, as are the fifth and sixth.) The policies are intended for a variety of public bodies. In general, these policies address questions about collecting and maintaining information about citizenship and immigration status; sharing information with federal immigration authorities; practices for documenting encounters with federal immigration authorities; accessing the facility of a public body; addressing student records; and addressing patient records.

A glossary of terms can be found after the policies. Many terms in these policies are underlined. Underlined terms are defined in the Glossary. Public bodies may want to consider including relevant definitions from the Glossary into the particular policies that they choose to adopt.

In addition, we encourage public bodies to designate a point person within the agency to answer internal questions about the policies. The policies have been drafted on the assumption that public bodies will do so.

Two of the policies below appear in two slightly different forms. The first and second policies are different versions of the policy regarding collection and maintenance of information. The fifth and sixth policies are different versions of the policy regarding access to facilities. A public body will need to evaluate its operations and decide which option applies to it. Specifically:

- The first and second model policies deal with information collection and retention. If a public body does not administer a benefit where eligibility turns on an individual's citizenship or immigration status, it should only consider adopting the first policy. A public body should consider adopting the second policy only if it administers one or more benefits that depend on an individual's citizenship or immigration status. SNAP benefits are an example of a benefit that depends on an individual's citizenship or immigration status.
- The fifth and sixth model policies govern access to facilities. Unless a public body has control over facilities that are open to the public, but require members of the public to undergo security screening, it should only consider adopting the fifth policy. A public body should consider adopting the sixth policy only if it controls areas that the public can only access after security screening.

Brackets in the model policies call attention to specific information that a public body will need to fill in based on its operations. Some examples include:

- The name of the public body;
- Any benefits administered by the public body that require it to collect information, and the nature of the information the public body must collect;
- Other policies of the public body governing access to specified information (such as student records or patient records).

These brackets reflect the reality that some information necessary to adopt these policies will vary.

Model Policy 1:

Collecting and Maintaining Country of Birth, Citizenship or Immigration Status Information

[FOR USE BY PUBLIC BODIES THAT DO NOT ADMINISTER PROGRAMS OR OFFER BENEFITS DEPENDING ON CITIZENSHIP AND IMMIGRATION STATUS]

Purpose

This policy explains:

- The limited circumstances under which employees* of [PUBLIC BODY] may ask a person for their country of birth, citizenship or immigration status information; and
- The rules governing the retention and destruction of citizenship or immigration status information.

Who Should Understand This Policy

Any person who regularly interacts with clients or members of the public should understand this policy, particularly if that interaction involves collecting information from clients or members of the public. [PUBLIC BODY] has designated [NAME OR POSITION TITLE AND CONTACT INFO] as a resource for employees who may have questions about this policy.

Policy

Oregon law prohibits public bodies, including [PUBLIC BODY], from inquiring or collecting information regarding an individual's immigration or citizenship status or county of birth unless one of the following exceptions applies:

- Citizenship or immigration status or country of birth information is required to advance an investigation into a violation of state or local criminal law (e.g., human trafficking);
- Citizenship or immigration status or country of birth information is submitted to a court of this state, whether orally or in writing, in connection with a proceeding in that court;
- Citizenship or immigration status or country of birth information is necessary to determine the individual's eligibility for a benefit that the individual is seeking; or
- Collection of citizenship or immigration status or country of birth information is required by state or federal law (other than for enforcement of federal immigration laws).

Citizenship or immigration status or country of birth information is information concerning:

- Where a person was born; or
- Whether a person is a citizen of the United States; or
- Whether a person has lawful authority to be present in the United States.

When [PUBLIC BODY] collects information to use in its business, the retention of that information is governed by schedules adopted pursuant to ORS 192.018, 192.105 and 192.108. Citizenship or immigration status or country of birth information that is collected pursuant to this policy is subject to the same retention requirements that govern the records of the program for which the information is collected. [PUBLIC BODY]'s public records retention schedules

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can be found [EXPLAIN WHERE PUBLIC BODY'S RETENTION SCHEDULES CAN BE FOUND]. Information that is not needed for any official purpose of a public body is not a matter of public record, and need not be documented or retained. ORS 192.005(5).

There are some circumstances in which employees of [PUBLIC BODY] may need to ask a person for their citizenship or immigration status or country of birth information, and can do so lawfully under Oregon law. These include:

- [PUBLIC BODY] is required by state or federal law (other than for enforcement of federal immigration laws) to request the information;
- [PUBLIC BODY] requires the information in order to advance an investigation into a violation of state or local criminal law;
- [PUBLIC BODY] has received a judicial order, judicial subpoena, or judicial warrant for the information; or
- [PUBLIC BODY] must submit the information to a court of this state, whether orally or in writing, in connection with a proceeding in that court.

Otherwise, asking about citizenship or immigration status or country of birth information violates state law.

[PUBLIC BODY] does not administer any benefits for the public for which eligibility is based on citizenship or immigration status or country of birth information.

[PUBLIC BODY] does not administer any benefits for the public for which eligibility is based on citizenship or immigration status. But [PUBLIC BODY] is legally required to ask for citizenship or immigration status or country of birth information under the following circumstances:

- To verify employees' employment eligibility.

To meet these requirements, [PUBLIC BODY] must collect the following citizenship or immigration status or country of birth information:

- [SPECIFY INFORMATION THAT MUST BE COLLECTED IN EACH CONTEXT]

Model Policy 2: Collecting and Maintaining Citizenship or Immigration Status or Country of Birth Information

[FOR PUBLIC BODIES THAT DO ADMINISTER PROGRAMS OR OFFER BENEFITS THAT DEPEND ON CITIZENSHIP AND IMMIGRATION STATUS]

Purpose

This policy explains:

- The limited circumstances under which employees* of [PUBLIC BODY] may ask a person for citizenship or immigration status or country of birth information; and
- The rules governing the retention and destruction of citizenship or immigration status or country of birth information.

Who Should Understand This Policy

Any person who regularly interacts with clients or members of the public should understand this policy, particularly if that interaction involves collecting information from clients or members of the public. [PUBLIC BODY] has designated [NAME OR POSITION TITLE AND CONTACT INFO] as a resource for employees who may have questions about this policy.

Policy

Oregon law prohibits public bodies, including [PUBLIC BODY], from inquiring or collecting information regarding an individual's citizenship or immigration status or county of birth information unless one of the following exceptions applies:

- Citizenship or immigration status or country of birth information is required to advance an investigation into a violation of state or local criminal law (e.g., human trafficking);
- Citizenship or immigration status or country of birth information is submitted to a court of this state, whether orally or in writing, in connections with a proceeding in that court;
- Citizenship or immigration status or country of birth information is necessary to determine the individual's eligibility for a benefit that the individual is seeking; or
- Collection of citizenship or immigration status or country of birth information is required by state or federal law (other than for enforcement of federal immigration laws).

Citizenship or immigration status or country of birth information is information concerning:

- Where a person was born; or
- Whether a person is a citizen of the United States; or
- Whether a person has lawful authority to be present in the United States.

When [PUBLIC BODY] collects information to use in its business, the retention of that information is governed by schedules adopted pursuant to ORS 192.018, 192.105 and 192.108. Citizenship or immigration status or country of birth information that is collected pursuant to this policy is subject to the same retention requirements that govern the records of the program for which the information is collected. [PUBLIC BODY]'s public records retention schedules can be found [EXPLAIN WHERE PUBLIC BODY'S RETENTION SCHEDULES CAN BE FOUND]. Information that

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is not needed for any official purpose of a public body is not a matter of public record, and need not be documented or retained. ORS 192.005(5).

There are some circumstances in which employees of [PUBLIC BODY] may need to ask a person for their citizenship or immigration status or country of birth information, and can do so lawfully under Oregon law:

- [PUBLIC BODY] is required by state or federal law (other than for enforcement of federal immigration laws) to request the information;
- [PUBLIC BODY] requires the information in order to advance an investigation into a violation of state or local criminal law;
- [PUBLIC BODY] has received a judicial order, judicial subpoena, or judicial warrant for the information;
- [PUBLIC BODY] must submit the information to a court of this state, whether orally or in writing, in connection with a proceeding in that court; or
- The information is necessary to evaluate a person's eligibility for a benefit the person is seeking.

Otherwise, asking about citizenship or immigration status or country of birth information violates state law.

a. Legal Requirements

[PUBLIC BODY] is legally required to ask for citizenship or immigration status or country of birth information under the following circumstances:

- To verify employees' employment eligibility;
- [LIST OTHER LAWS SPECIFIC TO AGENCY REQUIRING INQUIRY ABOUT CITIZENSHIP OR IMMIGRATION STATUS OR COUNTRY OF BIRTH.]

b. Determination of Eligibility for Benefit

In order to determine eligibility for the following benefits administered by [PUBLIC BODY], [PUBLIC BODY] must ask for citizenship or immigration status or country of birth information:

- [LIST BENEFITS ADMINISTERED BY PUBLIC BODY THAT REQUIRE CITIZENSHIP OR IMMIGRATION STATUS OR COUNTRY OF BIRTH INFORMATION TO DETERMINE ELIGIBILITY.]

c. Information Collected

In order to comply with relevant laws and properly administer the benefits described above, employees of [PUBLIC BODY] must collect the following citizenship or immigration status or country of birth information:

- [SPECIFY INFORMATION THAT MUST BE COLLECTED IN EACH CONTEXT]

Model Policy 3: Sharing or Disclosing Citizenship or Immigration Status or Country of Birth Information or Other Protected Information.

Purpose

This policy explains:

- That citizenship or immigration status or country of birth information* collected by [PUBLIC BODY] generally may not be disclosed, unless a statutory exception applies.
- That certain protected information may not be disclosed by [PUBLIC BODY] for the purpose of enforcing federal immigration laws, unless a statutory exception applies.
- Under what circumstances can such information be shared or disclosed by a public body.

Who Should Understand This Policy

Anyone who can reasonably expect to come into possession of any person's citizenship or immigration status or country of birth information, or protected information should be familiar with this policy, and should consult with it as necessary when issues governed by the policy arise. [PUBLIC BODY] has designated [NAME OR POSITION TITLE AND CONTACT INFO] as a resource for employees who may have questions about this policy.

Policy

1. **Generally, Disclosure of Citizenship or Immigration Status or Country of Birth Information is Not Allowed**

Oregon law generally prohibits public bodies from sharing or disclosing citizenship or immigration status or country of birth information that the public body collects, unless one of the following exceptions applies:

- The disclosure is required by state or federal law (other than federal immigration law).
- The disclosure is required by a judicial order, judicial warrant, or judicial subpoena.
- The information being shared with a person concerns only that person or their dependents.
- The information is aggregated and not personally identifiable.

Citizenship or immigration status or country of birth information is any information concerning:

- Where a person was born; or
- Whether a person is a citizen of the United States; or
- Whether a person has lawful authority to be present in the United States.

2. **Limited Disclosure of Protected Information**

Oregon law generally prohibits sharing the following protected information about a person if the purpose is for the enforcement of federal immigration law:

- Address;
- Workplace or hours of work;
- School or school hours;

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- Contact information, including telephone number, electronic mail address or social media account information;
- Known associates or relatives; and
- Date, time or location of the person's hearings, proceedings or appointments with the public body that are not matters of public record; and
- Above information about a person's relatives or known associates likewise cannot be shared.

In general, federal immigration authorities are agents of the Enforcement and Removal Operations section of US Immigration and Customs Enforcement (ICE), which is housed in the Department of Homeland Security (DHS). However, any federal officer who is seeking to identify or locate one or more individuals for the purpose of pursuing possible removal proceedings is also a federal immigration authority.

Subject to the exceptions described in this policy, protected information may not be shared for the purpose of enforcing federal immigration laws. There may be additional reasons and laws outside of this policy (e.g. confidentiality laws specific to agency programs) that govern why protected information should not be disclosed.

Protected information must be disclosed when a state or federal law, outside of federal immigration law, expressly requires disclosure.

a. Judicial Order

Protected information must be disclosed in the event of a judicial order that directs a public body to provide the information. A judicial warrant is a common type of judicial order.

Many forms used by ICE or other federal immigration authorities look very official, but an ICE form is not a judicial order. A judicial order will have the following features:

- A caption, near the top of the document, identifying the court that issued the order (typically the federal district court for the District of Oregon); and
- A signature block, near the end of the document, including the name of the person who signed the order, and identifying that individual as a judge, magistrate, clerk of court, or other person signing on behalf of a judge or magistrate.

By contrast, an ICE form should identify ICE (or DHS) as the issuer of the document, and the signature block on an ICE form will not identify the person who signed it as a judge or magistrate. If you are presented with a document and are unsure whether it is a judicial order, consult your supervisor [or OTHER PERSON DESIGNATED BY POLICY].

b. Other Legal Requirements

[DESCRIBE OTHER LAWS REQUIRING THE PUBLIC BODY TO SHARE PROTECTED INFORMATION.]

2. Authority to Withhold Citizenship or Immigration Status or Country of Birth Information

Oregon law allows [PUBLIC BODY] to decline to disclose citizenship or immigration status or country of birth information except as required by a judicial order, or as required by state or federal law (other than federal immigration law).

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However, employees of [PUBLIC BODY] must disclose citizenship or immigration status or country of birth information if a judicial order, or if some other state or federal law (other than federal immigration law), requires the disclosure.

Citizenship or immigration status or country of birth information is any information concerning:

- Where a person was born; or
- Whether a person is a citizen of the United States; or
- Whether a person has lawful authority to be present in the United States.

This policy does not authorize [PUBLIC BODY] to refuse to disclose citizenship or immigration status or country of birth information to the individual that the information is about, or to that individual's legal guardian. It does not authorize [PUBLIC BODY] to refuse to disclose information that is not individually identifiable.

Model Policy 4: Contact with Federal Immigration Authorities

Purpose

This policy explains what employees* should do if, in the course of their work, they encounter federal officials enforcing federal immigration law.

Who Should Understand This Policy

All employees of [PUBLIC BODY] must be aware of this policy and should consult with it as necessary if they encounter federal immigration authorities. [PUBLIC BODY] has designated [NAME OR POSITION TITLE AND CONTACT INFO] as a resource for employees who may have questions about this policy.

Policy

An encounter with federal immigration authorities while at work may be unusual. [PUBLIC BODY] is not tasked with enforcing federal immigration law. Federal immigration authorities do not have unfettered authority to access [PUBLIC BODY]'s facilities, information, or records. These steps will help ensure such interactions are handled appropriately:

- Ask federal immigration authorities to identify themselves.
- Request to copy or photograph identifying credentials, at least with respect to the official who appears to be in charge.
- Request to copy or photograph any other documentation including warrants, orders, or subpoenas presented by the federal immigration authorities.
- Ask about the purpose of the encounter.
- If access to areas not accessible to the public is requested, inquire whether the access has been authorized by a judicial order, judicial subpoena, or judicial warrant. If so, request to copy or photograph the order before granting access.
- If the agent does not present a judicial order, judicial subpoena, or judicial warrant, decline to provide information or access.
- If the encounter is in any way uncomfortable, ask the federal officials to wait. Consult with a supervisor or with an attorney.
- Document the encounter in detail, including time and date, duration, location, name of the federal immigration authority, name of the agents present, additional witnesses, what was requested (information, access, etc.), what was done by whom, and how the encounter concluded. Provide the documentation and copies of any documents to your supervisor immediately.

Model Policy 5: Federal Immigration Authorities' Access to Public Facilities

Purpose

This policy explains the extent to which employees* of [PUBLIC BODY] should allow federal immigration authorities to access facilities controlled by [PUBLIC BODY].

Who Should Understand This Policy

Employees of [PUBLIC BODY] who are in a position to allow or prevent access to any [PUBLIC BODY] facility must know and understand this policy. [PUBLIC BODY] has designated [NAME OR POSITION TITLE AND CONTACT INFO] as a resource for employees who may have questions about this policy.

Policy Summary

Absent a judicial order or emergency, employees of [PUBLIC BODY] shall give federal immigration authorities no greater access to facilities operated by [PUBLIC BODY] than members of the general public.

Policy

A judicial warrant or other judicial order can authorize federal immigration authorities to access property that is not generally open to the public. In addition, law enforcement authorities generally may enter property as justified by an emergency. Otherwise, law enforcement officers rely on consent to enter property that is not generally open to the public.

[PUBLIC BODY] does not consent to federal immigration authorities entering areas of [PUBLIC BODY]'s facilities that are not generally open to the public for purposes of enforcing federal immigration law. Employees of [PUBLIC BODY] are not authorized to grant such consent. Consequently, employees of [PUBLIC BODY] are not required to allow federal immigration authorities access to those areas, unless presented with a judicial warrant or other judicial order that grants access.

Many forms used by US Immigration and Customs Enforcement (ICE) or other federal immigration authorities look very official, but an ICE form is not a judicial order. A judicial order will have the following features:

- A caption, near the top of the document, identifying the court that issued the order (typically the federal district court for the District of Oregon); and
- A signature block, near the end of the document, including the name of the person who signed the order, and identifying that individual as a judge, magistrate, clerk of court, or other person signing on behalf of a judge or magistrate.

By contrast, an ICE form will identify ICE (or US Department of Homeland Security) as the issuer of the document, and the signature block on an ICE form will not identify the person who signed it as a judge or magistrate. If you are presented with a document and are unsure whether it is a judicial order, consult your supervisor [or OTHER PERSON DESIGNATED BY POLICY].

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Employees of [PUBLIC BODY] should not attempt to impede federal immigration authorities claiming an emergency justification for entering non-public areas of [PUBLIC BODY]'s facilities. Any such occurrence must be documented and reported to a supervisor immediately so that [PUBLIC BODY] may consider an appropriate response.

Model Policy 6:

Federal Immigration Authorities' Access to Facilities

[FOR PUBLIC BODIES WITH AREAS THAT THE PUBLIC CAN ACCESS ONLY AFTER SECURITY SCREENING]

Purpose

This policy explains the extent to which employees* of [PUBLIC BODY] should allow federal immigration authorities to access facilities controlled by [PUBLIC BODY].

Who Should Understand This Policy

Employees of [PUBLIC BODY] who are in a position to allow or prevent access to any [PUBLIC BODY] facility must know and understand this policy. [PUBLIC BODY] has designated [NAME OR POSITION TITLE AND CONTACT INFO] as a resource for employees who may have questions about this policy.

Policy Summary

Absent a judicial order or emergency, employees, volunteers, and agents of [PUBLIC BODY] shall give federal immigration authorities no greater access to facilities operated by [PUBLIC BODY] than members of the general public. However, employees of [PUBLIC BODY] need not subject federal immigration authorities to security screening procedures. Federal immigration authorities with appropriate identification may bypass security screening to the same extent as other federal law enforcement agents.

Policy

A judicial warrant or other judicial order can authorize federal immigration authorities to access property that is not generally open to the public. In addition, law enforcement authorities generally may enter property as justified by an emergency. Otherwise, law enforcement officers rely on consent to enter property that is not generally open to the public.

[PUBLIC BODY] does not consent to federal immigration authorities entering areas of [PUBLIC BODY]'s facilities that are not generally open to the public for purposes of enforcing federal immigration law. Employees of [PUBLIC BODY] are not authorized to grant such consent. Consequently, employees of [PUBLIC BODY] are not required to allow federal immigration authorities access to those areas, unless presented with a judicial warrant or other judicial order that grants access.

Many forms used by US Immigration and Customs Enforcement (ICE) look very official, but an ICE form is not a judicial order. A judicial order will have the following features:

- A caption, near the top of the document, identifying the court that issued the order (typically the federal district court for the District of Oregon); and
- A signature block, near the end of the document, including the name of the person who signed the order, and identifying that individual as a judge, magistrate, clerk of court, or other person signing on behalf of a judge or magistrate.

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By contrast, an ICE form should identify ICE (or US Department of Homeland Security) as the issuer of the document, and the signature block on an ICE form will not identify the person who signed it as a judge or magistrate. If you are presented with a document and are unsure whether it is a judicial order, consult your supervisor [or OTHER PERSON DESIGNATED BY POLICY].

Employees of [PUBLIC BODY] should not attempt to impede federal immigration authorities claiming an emergency justification for entering non-public areas of [PUBLIC BODY]'s facilities. Any such occurrence must be documented and reported to a supervisor immediately so that [PUBLIC BODY] may consider an appropriate response.

Members of the general public are subjected to security screening before accessing particular areas under the control of [PUBLIC BODY]. Employees of [PUBLIC BODY] need not subject federal immigration authorities with proper identification to those security screening procedures. They may access publicly accessible secured areas in the same manner as other federal law enforcement officials with proper identification.

Model Policy 7: Federal Immigration Authority Access to Student Records

Purpose

This policy explains the extent to which employees* of [PUBLIC BODY] should allow federal immigration authorities access to student records under the control of [PUBLIC BODY]. The policy also explains what records are subject to this policy.

Who Should Understand This Policy

All employees must be familiar with this policy to know whether they may be in a position to grant access to records covered by the policy. Employees who may be in a position to grant access to student records must know and understand the policy. [PUBLIC BODY] has designated [NAME OR POSITION TITLE AND CONTACT INFO] as a resource for employees who may have questions about this policy.

Policy Summary

[PUBLIC BODY] complies with federal and state laws governing the confidentiality of student records. Student records, and information from them, shall not be disclosed to federal immigration authorities for purposes of enforcing federal immigration laws. Student records, and information from them, shall not be disclosed except as otherwise authorized under state and federal law and authorized by [PUBLIC BODY]'s policies governing student records ([CITE TO EXISTING STUDENT RECORD POLICY]).

Policy

Oregon law prohibits disclosure of student records to federal immigration authorities for the purpose of enforcing federal immigration laws.

Federal and state laws also make student records confidential and permit their disclosure only in limited circumstances. [PUBLIC BODY]'s policy with respect to student records can be found [CITE TO EXISTING STUDENT RECORD POLICY]. To assure compliance with applicable federal and state law, [PUBLIC BODY]'s employees shall not disclose student records, or information from those records, to federal immigration authorities except as allowed by those policies.

Model Policy 8: Federal Immigration Authority Access to Patient Records

Purpose

This policy explains the extent to which employees* of [PUBLIC BODY] should allow federal immigration authorities access to patient records controlled by [PUBLIC BODY]. The policy also explains what records are subject to this policy.

Who Should Understand This Policy

All employees must be familiar with this policy to know whether they may be in a position to grant access to records covered by the policy. Employees who may be in a position to grant access to patient records must know and understand the policy. [PUBLIC BODY] has designated [NAME OR POSITION TITLE AND CONTACT INFO] as a resource for employees who may have questions about this policy.

Policy Summary

[PUBLIC BODY] complies with federal and state laws governing the confidentiality of patient records. Patient records, and information from them, shall not be disclosed to federal immigration authorities for the purpose of enforcing federal immigration laws. Patient records, and information from them, shall not be disclosed except as otherwise authorized under state and federal law and authorized by [PUBLIC BODY]'s policies governing patient records ([CITE TO EXISTING PATIENT RECORD POLICIES]).

Policy

Oregon law prohibits disclosure of patient records to federal immigration authorities for the purpose of enforcing federal immigration laws.

Federal and state laws also make patient records confidential and permit their disclosure only in limited circumstances. [PUBLIC BODY]'s policy with respect to patient records can be found [CITE TO EXISTING PATIENT RECORD POLICIES].

To assure compliance with applicable federal and state law, [PUBLIC BODY]'s employees shall not disclose patient records, or information from those records, to federal immigration authorities except as allowed by those policies.

MODEL POLICY GLOSSARY OF TERMS (applies to all model policies)

Citizenship or immigration status or country of birth information is any information concerning:

- Where a person was born; or
- Whether a person is a citizen of the United States; or
- Whether a person has lawful authority to be present in the United States.

Employee means all employees, including limited duration and temporary employees, board and commission members, volunteers, and others working in an agency.

Federal immigration authorities means:

- the United States Department of Homeland Security (DHS),
- the United States Immigration and Customs Enforcement (ICE),
- the United States Citizenship and Immigration Services (USCIS),
- the United States Customs and Border Protection (CBP) or a successor agency, or
- any other federal immigration agency or official, or any other entity to which a federal immigration agency delegates or assigns the authority to detect, investigate or enforce violations of immigration law.

Judicial order means an order signed by a duly authorized officer of the judicial branch. Such an order will have the following features:

- A caption, near the top of the document, identifying the court that issued the order (typically the federal district court for the District of Oregon); and
- A signature block, near the end of the document, including the name of the person who signed the order, and identifying that individual as a judge, magistrate, clerk of court, or other person signing on behalf of a judge or magistrate.

By contrast, an ICE form will identify ICE (or DHS, which houses ICE) as the issuer of the document, and the signature block on an ICE form will not identify the person who signed it as a judge or magistrate.

Judicial subpoena means a subpoena signed by a duly authorized officer of the judicial branch that directs a person or public body to appear in court or produce information or records to the court.

Judicial warrant means a judicial order that commands a law enforcement officer to arrest or detain a person, or search for and take possession of specifically enumerated items of property.

Patient records are records of patients that are subject to federal or state confidentiality laws. Patient records are more thoroughly explained in [CITE TO PUBLIC BODY'S PATIENT RECORDS POLICIES]. Policies governing these records apply to information within these records, as well as the actual records.

Protected information means the following information about an individual:

- Address;
- Workplace or hours of work;
- School or school hours;
- Contact information, including telephone number, electronic mail address or social media account information;

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- Known associates or relatives; and
- Date, time or location of the person's hearings, proceedings or appointments with the public body that are not matters of public record.
- Above information about a person's relatives or known associates.

Student records are subject to federal and state confidentiality laws. Student records are more thoroughly explained in [CITE TO PUBLIC BODY'S STUDENT RECORDS POLICY]. Policies governing these records apply to information within these records, as well as the actual records.