



U.S. Department of Justice

Executive Office for Immigration Review

Office of the Chief Immigration Judge

Chief Immigration Judge

5107 Leesburg Pike, Suite 2545

Falls Church, Virginia 22041

June 5, 1990

MEMORANDUM TO: All Assistant Chief Immigration Judges
All Immigration Judges
All Management Officers
All Support Staff

FROM: William R. Robie *WRR*
Chief Immigration Judge

SUBJECT: Operating Policies and Procedures Memorandum
No. 90-4, Handling Charging Document in
Administratively Closed Cases

Effective on the date of this Operating Policies and Procedures Memorandum, the Office of the Immigration Judge (OIJ) having administrative control over the Record of Proceeding (ROP) will retain the original charging document (OSC or I-122) in the ROP when an Immigration Judge has ordered that the case be administratively closed.