

# EXHIBIT 13

**From:** ERO [REDACTED]  
**Sent:** Wednesday, July 1, 2026 8:59 PM  
**Subject:** Options for Processing Detainees in ICE Custody Who Have a Pending Benefit Request.  
[REDACTED] [REDACTED]

# Assistant Director for Field Operations

Enforcement and Removal Operations



**To:** All ERO Personnel

**Subject:** Options for Processing Detainees in ICE Custody Who Have a Pending Benefit Request.

**Purpose:**

This email reiterates instructions for collecting biometrics for those detainees in U.S. Immigration and Customs Enforcement (ICE) custody who have an immigration request pending with U.S. Citizenship and Immigration Services (USCIS.).

**Background:**

When an individual in ICE custody has an immigration request pending with USCIS, USCIS must obtain a valid set of civil fingerprints (FD-258) to complete required vetting and adjudication processes. Until a technical solution is developed to share biometric data directly, the best available mechanism for USCIS to obtain civil fingerprints from detained subjects is through ICE officers physically rolling fingerprints on FD-258 cards and mailing the completed cards to the USCIS Texas Service Center.

Please note, there may also be scenarios where ongoing legal activity may necessitate the timely collection of fingerprints of subjects in Enforcement and Removal Operations custody. Should these circumstances arise in your area of responsibility, please consult your local Office of the Principal Legal Advisor office for additional information and guidance.

For clarification purposes, criminal fingerprints are taken as part of an arrest and become part of a permanent criminal record used for purposes including identification, background checks, and law enforcement databases, whereas civil fingerprints are taken for non-criminal purposes, such as immigration, employment, or security clearances.

Attached and below, please find the relevant instructions for collecting fingerprints on an FD-258 card.

**FD-258 Card Submission -**

- ICE will initiate the fingerprinting process upon the request from the attorney of record. At that time, ICE personnel will collect a set of 14 fingerprints, consisting of 10 individual rolled prints (one for each digit) and 4 flat prints, in accordance with FD-258 standards. Fingerprints will be collected using the ink-and-roll method directly onto a FD-258 fingerprint card.

- ATTACHED - FD-258 INSTRUCTIONS (Note: Field Offices are reminded to have FD-258 Cards readily available for each Field office to run manual fingerprints, USCIS is not accepting electronic versions from ICE)
- Once fingerprinting is complete, ICE will mail the completed FD-258 card to the USCIS Texas Service Center at the following address:

Texas Service Center  
Attention: FD-258  
6046 N Belt Line Rd. STE 589  
Irving, TX 75038-0018

Please direct any questions to Unit Chief [REDACTED]

[REDACTED] Director  
Field Operations  
Enforcement and Removal Operations  
U.S. Immigration and Customs Enforcement

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