

**WeAreDREAMERS**

NETWORK

GUÍA PASO POR PASO

# FOIA de CBP



## ¿Qué es una FOIA de CBP?

La ley federal exige que la CBP procese las solicitudes de la FOIA según el principio de "primero en entrar, primero en salir". Puede solicitar una copia de sus registros de viaje y otra información relacionada con CBP a través del Portal SecureRelease. Los solicitantes deberán crear una cuenta en el portal SecureRelease para enviar una nueva solicitud de FOIA, verificar el estado de la solicitud y descargar los documentos que se han publicado. Los solicitantes pueden enviar solicitudes a [securerelease.us](https://securerelease.us)

Las solicitudes también se pueden enviar por correo físico a:

Aduanas y Protección de Fronteras de EE.UU  
Oficina de la FOIA  
Calle 90 K NE  
Parada de correo 1181  
Washington, DC 20229.

### REGISTROS QUE SE PUEDEN ENCONTRAR EN SU CBP FOIA:

- Detención por parte de la Patrulla Fronteriza entre los Puertos de Entrada Oficiales
- Nota: CBP no tiene registros completos de detenciones realizadas por la Patrulla Fronteriza antes de 2000. Los registros de detenciones realizadas por la Patrulla Fronteriza antes de 2000 pueden estar disponibles en el archivo A que mantiene USCIS.
- Investigación de antecedentes de CBP
  - Contratos CBP
  - Detención por parte de la Patrulla Fronteriza o en el Puerto de Entrada
  - Remoción acelerada por la Patrulla Fronteriza o en el Puerto de Entrada
  - Recursos humanos de CBP
  - Registro de nombres de pasajeros (PNR) (datos de reserva de la industria de viajes)
  - Registros relacionados con mi inspección o examen a mi llegada a un puerto de entrada de EE. UU.
  - Información de Entrada y Salida
- Nota: CBP no tiene registros sobre la entrada y salida de personas que llegan o salen de los EE. UU. antes de 1982.
- Devoluciones Voluntarias

## Paso 1: Ir a <https://www.edo.cjis.gov>.

SecureRelease™ Portal

[Login / Create Account](#)

The basic function of the Freedom of Information Act is to ensure informed citizens, vital to the functioning of a democratic society.

[CREATE REQUEST](#)

### Requests



#### Create Request

Submit a new FOIA or Privacy Act Request.



#### My Requests

Check the status of requests and download documents that have been released to you.



#### Public Reading Room

Browse documents that have been publicly released by agencies.

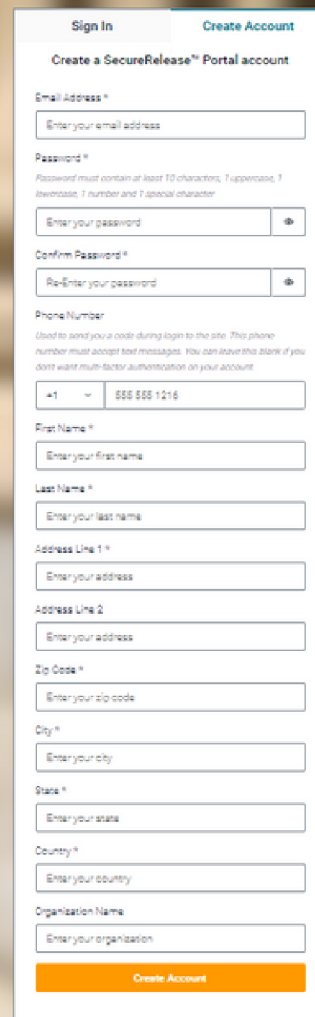
### About FOIA

Utilice Internet Explorer o Firefox para obtener mejores resultados.

Una vez que llegue a esta página, se desplazará hacia abajo y encontrará dónde puede ingresar su dirección de correo electrónico... siga esta guía paso a paso.

# FOIA de CBP

Si necesita crear una cuenta, complete toda la información.



Sign In Create Account

Create a SecureRelease™ Portal account

Email Address \*

Enter your email address

Password \*

Password must contain at least 10 characters, 1 uppercase, 1 lowercase, 1 number and 1 special character

Enter your password

Confirm Password \*

Re-Enter your password

Phone Number

Used to send you a code during login to the site. This phone number must accept text messages. You can leave this blank if you don't want multi-factor authentication on your account

+1 555 555 1216

First Name \*

Enter your first name

Last Name \*

Enter your last name

Address Line 1 \*

Enter your address

Address Line 2

Enter your address

Zip Code \*

Enter your zip code

City \*

Enter your city

State \*

Enter your state

Country \*

Enter your country

Organization Name

Enter your organization

Create Account

Una vez que haya terminado de llenarlo, haga clic en **"CREATE ACCOUNT"**  
Asegúrese de seguir las instrucciones del correo electrónico y luego inicie sesión.

## Caja de seguridad adicional

SecureRelease™ Portal



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glennis.hoffmann@gmail.com

SUPPORT

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PRIVACY NOTICE

COOKIE NOTICE

COOKIE SETTINGS

GOVERNMENT SYSTEM NOTICE

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### Additional security for your account

How would you like to log in?

- Password then code sent to you via text
- Password only

SUBMIT

Después de crear con éxito su cuenta, inicie sesión, aparecerá este cuadro de seguridad y aquí puede hacer clic en **"Password then code sent to you (Contraseña y luego código enviado a usted)"** o **"Password Only (Solo contraseña)"**

## Crear una solicitud "CREATE A REQUEST"

SecureRelease™ Portal



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The basic function of the Freedom of Information Act is to ensure informed citizens, vital to the functioning of a democratic society.

CREATE REQUEST

### Requests



#### Create Request

Submit a new FOIA or Privacy Act Request.



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Después de crear con éxito su cuenta, inicie sesión y aquí puede hacer clic en **"CREATE REQUEST"**

## Selecciona AGENCIA

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- 1 Agency/Component
- 2 Contact Information
- 3 Request Details
- 4 Additional Information
- 5 Fees
- 6 Request Expedited Processing

The FOIA applies to federal agencies, which are defined as any executive department, military department, Government corporation, Government controlled corporation, or other establishment in the executive branch of the Government (including certain offices in the Executive Office of the President), or any independent regulatory agency.

Agency (required)

- Department of Justice
- Federal Deposit Insurance Corporation
- Department of Homeland Security

BACK NEXT CANCEL

En el menú desplegable, seleccione "**DEPARTMENT OF HOMELAND SECURITY**"

## Seleccione COMPONENTE

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1 Agency/Component 2 Contact Information 3 Request Details 4 Additional Information 5 Fees 6 Request Expedited Processing

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Agency (required)  
Department of Homeland Security

Component (required)

- DHS Privacy Office
- Cybersecurity and Information Security Agency
- Office of Biometric Identity Management
- Transportation Security Administration
- Federal Emergency Management Agency
- U.S. Coast Guard
- Office for Civil Rights and Civil Liberties
- Office of Intelligence & Analysis
- Federal Law Enforcement Training Center
- Federal Protective Service
- U.S. Customs & Border Protection**
- U.S. Immigration & Customs Enforcement

BACK NEXT CANCEL

Después de seleccionar eso, debería aparecer otro cuadro y seleccionará **"U.S. CUSTOMS & BORDER PROTECTION"**



## Revise los detalles de la agencia/componentes

SecureRelease™ Portal


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Agency/Component Details

**Agency:** Department of Homeland Security**Component:** U.S. Customs & Border Protection**Component Description:** U. S. Customs and Border Protection (CBP) is one of the Department of Homeland Security's largest and most complex components. It has responsibility for securing and facilitating trade and travel while enforcing hundreds of U.S. laws and regulations, including**Contact Information:****Submission Instructions:**

**U.S. Customs and  
Border Protection**

- Records related international travel to / from the United States or Apprehensions / Detentions by U.S. Border Patrol. If you are requesting records about a client or other third party, you will receive greater access to their records if you provide authorization from the subject allowing the agency to release their records to you. For additional information on the requirements of that authorizations, please consult 6 C.F.R. 5.3(a)(4).
- Other agency records including policy documents, agency data, communications, contracts, import/export information, seizures, penalties, etc.

**When submitting a FOIA request on records that pertain to international travel or USBP apprehensions,** please include the following:

- Full name
- Mailing Address
- Date of birth
- Identifiers (Passport Number, Alien number (A number), FINS)
- Your parents' names
- Any aliases you may have used
- A signed G-28 form (Notice of Entry of Appearance as Attorney or Accredited Representative), or some other form of signed consent that will allow CBP to release the records to a 3rd party **(When requested records are on behalf of someone else)**

**When submitting a FOIA request on records that pertain to Agency Information** it is helpful if requesters provide as much information as possible about the subject of their request, including such information as:

- CBP contract numbers
- Entry numbers
- Seizure/Penalty numbers
- Vacancy Announcement numbers

When seeking e-mail communications, it is helpful to include suggested keywords, custodians, and the date range in which the communications were likely sent or received.

## Continúe desplazándose hasta **ABAJO**.

# GUÍA PASO POR PASO

# FOIA de CBP

ÚNETE A NUESTRA GRUPO EN FACEBOOK

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## Revise los detalles de la agencia/componentes

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- CBP contract numbers
- Entry numbers
- Seizure/Penalty numbers
- Vacancy Announcement numbers

When seeking e-mail communications, it is helpful to include suggested keywords, custodians, and the date range in which the communications were likely sent or received.

Once your request is submitted you will receive an acknowledgment and a FOIA tracking number. After your FOIA request is acknowledged you can track the status of your request at any time. Please note that the FOIA process is not intended to be a mechanism for asking questions of CBP. FOIA requests are intended to provide access to CBP records.

#### To Receive Your Records as Efficiently as Possible

- **Be sure to read this entire page**, to ensure you request records the right way, from the right agency.
- **Visit the [CBP Reading Room](#) and the [DHS Reading Room](#)** to confirm we have not already posted the records you need.
- **Provide as much specificity as possible**, as we can return precise requests faster.
- **Make your request with the right agency** by reviewing the sections below.

Record/Request Type	Where to Submit FOIA Request
A-file, I-130, N-400, Petition Status	<a href="#">U.S. Citizenship and Immigration Services (USCIS)</a>
Deportation Records, Medical Records (while detained), Student and Exchange Visitor Information	<a href="#">Immigration and Customs Enforcement (ICE)</a>
Inquiries or Resolution Regarding Difficulties Experienced During Travel	<a href="#">DHS Traveler Redress Inquiry Program (DHS TRIP)</a>
(If you experience repeated referrals for security screenings or you believe that you have been denied boarding or entry into the U.S. because of inaccurate information in law enforcement databases)	

For more information on the CBP FOIA office, visit our website at <https://www.cbp.gov/site-policy-notices/foia>.

BACK **NEXT** CANCEL

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Después de desplazarse hasta la parte inferior, seleccione **"NEXT"**

## INFORMACIÓN DE CONTACTO

SecureRelease™ Portal GLENNIS HOFFMANN  
glennis.hoffmann@gmail.com

Agency/Component  Contact Information  Request Details  Additional Information  Fees  Request Expedited Processing

Confirm contact details. This information is needed so the agency knows where to send the response to your request.

What type of requester are you? (required)  
Please select the category that best fits you. This information helps personnel determine what fees, if any, may be applicable.

All Other

Contact Information

<b>Name:</b> GLENNIS, HOFFMANN	<b>Mailing Address 1:</b> 711 N ATLANTA ST
<b>Your Organization:</b> -	<b>Mailing Address 2:</b> APT. 10
<b>Email Address:</b> glennis.hoffmann@gmail.com	<b>City:</b> OWASSO
<b>Phone Number:</b> +19188597847	<b>State or Province:</b> OKLAHOMA
	<b>Zip or Postal code:</b> 74055
	<b>Country:</b> United States

BACK CONFIRM CANCEL

En la página siguiente, seleccionará **"ALL OTHER"** en el cuadro desplegable, revisará toda su información de contacto que utilizó para hacer que esta cuenta tenga su información precisa. Después de revisar su información seleccione **"NEXT"**

### DETALLES DE LA SOLICITUD

SecureRelease™ Portal GLENNIS HOFFMANN  
glennis.hoffmann@gmail.com

Agency/Component Contact Information Request Details Additional Information Fees Request Expedited Processing

The description of the records you are requesting is important. The scope of your request can impact how quickly an agency can respond to your request. Your description should be as clear and specific as possible and must give agency personnel enough detail so that they are able to reasonably determine exactly which records are being requested and where to locate them.

Request Type (required)  
FOIA Request

**FOIA:** For records created or maintained by the agency and/or under agency control, except for those records (or portions of those records) that are protected from disclosure by any of nine exemptions or three exclusions. [\(More about FOIA\)](#)  
**Privacy Act:** For records where you are the subject of the record or an appropriate designee. This only applies where the subject person for the record is a U.S. citizens or alien lawfully admitted for permanent residence.  
**Note:** There is no statutory requirement for the agency to create records that do not exist under either request type.

Request Description (required)  
A brief and clear description of the information you'd like to receive. Please be as specific as possible.

Requesting all an any records pertaining to international travel . USCBP apprehensions or interactions not limited to expedited removals, voluntary returns, detentions or entry and exit records.  
 FULL LEGAL NAME: Glennis Yukary Garcia Escobar  
 Mailing Address: 711 N Oklahoma St, Owasso, OK 74055  
 D.O.B: 19/15/1990      A# 213-456-789      Passport # N123456789  
 Parents Names:  
 Aliases: (or any variation of such: Glennis Garcia, Glennis Escobar, etc.)

**EJEMPLO:**  
 Solicitar todos los registros relacionados con viajes internacionales. Detenciones o interacciones de USCBP no limitadas a remociones aceleradas, retornos voluntarios, detenciones o registros de entrada y salida.  
**NOMBRE LEGAL COMPLETO:**  
**Dirección de envío:**  
**Fecha de nacimiento:**  
**A#**  
**Pasaporte #**  
**Nombre de los padres**  
**Alias:**

BACK **NEXT** CANCEL

Una vez que vaya a la página siguiente, pondrá exactamente lo que está buscando, una vez que haya terminado de ingresar la DESCRIPCIÓN DE SU SOLICITUD (REQUEST DESCRIPTION), seleccionará "NEXT"

## Información Adicional

SecureRelease™ Portal

GLENNIS HOFFMANN  
glennis.hoffmann@gmail.com

Agency/Component Contact Information Request Details **Additional Information** Fees Request Expedited Processing

If you are submitting a request for records on yourself (a ["first-party"](#) request), use this tool to upload any required documentation to verify your identity. Upload any documents that provide context for your request or that could help our personnel process your request.

Upload additional documentation

Drag and drop some files here, or click to select files

- Maximum 25 files can be attached to a request.
- Maximum file size cannot be more than 100mb.
- Type field required
- Supported format of files DOC, DOCX, XLS, XLSX, TXT, PDF, JPG, PNG, B...

PDF

+ Copy

Desktop

File Home Share View

Pin to Quick access Copy Paste Move to Delete Copy to Rename New folder Properties Open Select all Select none Invert selection

Clipboard Organize New Open Select

< > > This... > Des... > Search Desktop

Quick access Creative Cloud Files OneDrive - Personal This PC Network

2 items 1 item selected 80.9 KB Available on this device

BACK NEXT CANCEL

Esta página es **OPCIONAL**, no necesita incluir nada, PERO aquí podrá agregar cualquier documento que desee usar para ayudar a encontrar sus registros, simplemente arrástrelos desde su escritorio a las líneas de puntos y clasifíquelos.

## Información Adicional

SecureRelease™ Portal GLENNIS HOFFMANN  
glennis.hoffmann@gmail.com


Agency/Component ✓ Contact Information ✓ Request Details ✓ Additional Information ✓ Fees 5 Request Expedited Processing 6

If you are submitting a request for records on yourself (a first-party request), use this tool to upload any required documentation to verify your identity. Upload any documents that provide context for your request or that could help our personnel process your request.

Upload additional documentation


Drag and drop some files here, or click to select files

- Maximum 25 files can be attached to a request.
- Maximum file size cannot be more than 100mb.
- Type field required
- Supported format of files DOC, DOCX, XLS, XLSX, TXT, PDF, JPG, PNG, BMP and TIF/TIFF



Name: EMPLOYEMENT CARD.jpg ✕

Type (required):  
General Documentation ▼



Name: SCANNED FD-258 FINGER PRINTS.jpg ✕

Type (required):  
General Documentation ▼

BACK NEXT CANCEL 🧑

Una vez que cargue los documentos que desea incluir en su solicitud FOIA, **nuevamente esto es OPCIONAL**, después de cargar con éxito, puede seleccionar el TYPE/ TIPO de documento y hacer clic en "NEXT"

**Ejemplos de cosas que puede cargar para una SOLICITUD FOIA CBP:**

**EAD,**

**DRIVERS LICENSE**

**FINGERPRINTS (FD 258)**

**VISA**

**BORDER CROSSING CARD**

## HONORARIOS

SecureRelease™ Portal

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Agency/Component  Contact Information  Request Details  Additional Information  Fees  Request Expedited Processing

Most requests do not involve any fees. However, if an agency informs you that there are fees associated with your request, you may request a fee waiver under the standard provided. You may request a fee waiver at any time during the processing of your request. The agency will grant a fee waiver when disclosure of the requested information is in the public interest because it is likely to contribute significantly to public understanding of the operations and activities of the government and is not primarily in the commercial interest of the requester. Requests for fee waivers from individuals who are seeking records pertaining to themselves usually do not meet this standard. Additionally, a requester's inability to pay fees is not a legal basis for granting a fee waiver. When making a request for a fee waiver you must explain how your request meets the standard described above.

 Request Fee Waiver**Fee waiver justification** (required if "Request Fee Waiver" is selected)

Leave this blank if you are not requesting a fee waiver. When making a request for a fee waiver you must explain how your request meets the fee waiver standard described above.

**The amount of money you're willing to pay in fees, if any** (required if "Request Fee Waiver" is selected; only numeric values allowed)

There is no initial fee required to submit a request, but people requesting records can be charged certain types of fees in some instances.

BACK  

Por lo general, no hay ningún costo para solicitar su FOIA, así que simplemente revise la información aquí y haga clic/seleccione **"NEXT"**

## PROCESAMIENTO ACELERADO


SecureRelease™ Portal GLENNIS HOFFMANN  
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Agency/Component  Contact Information  Request Details  Additional Information  Fees  Request Expedited Processing  6

Agencies generally process requests on a first-in, first-out basis. Most agencies also use separate tracks to process simple and complex requests with different response timelines. Under certain circumstances, your request may qualify for placement into a separate, expedited track where the agency will process it as soon as practicable. Your request may qualify for expedited processing if they can demonstrate a [compelling need](#) for the records. Agencies may also establish additional standards for granting expedited processing. Requesters must demonstrate how they meet one of the standards in order to have their request processed on an expedited basis.

Request Expedited Processing

**Justification for Expedited Processing** (required if "Request Expedited Processing" is selected)  
When making a request for expedited processing you must explain how your request meets one of the expedition standards described above. Leave this blank if you are not requesting expedited processing.

I'm not a robot  [Privacy - Terms](#)

BACK

Por lo general, tampoco hay razón para un procesamiento acelerado a menos que lo solicite un abogado de la corte de inmigración o debido a procedimientos de deportación, etc., así que nuevamente solo revise la información aquí y haga clic / seleccione **"NEXT"**



## REQUEST SUBMITTED! ¡SOLICITUD ENVIADA!

SecureRelease™ Portal GLENNIS HOFFMANN  
glennis.hoffmann@gmail.com

Agency/Component  Contact Information  Request Details  Additional Information  Fees  Request Expedited Processing

Agencies generally process requests on a first-in, first-out basis. Most agencies also use separate tracks to process simple and complex requests with different response timelines. Under certain circumstances, your request may qualify for placement into a separate, expedited track where the agency will process it as soon as practicable. Your request may qualify for expedited processing if they can demonstrate a [compelling need](#) for the records. Agencies may also establish additional standards for granting expedited processing. Requesters must demonstrate how they meet one of the standards in order to have their request processed on an expedited basis.

Request Expedited Processing

Justification for Expedited Processing (required if "Request Expedited Processing" is selected)  
When making a request for expedited processing you must explain how your request meets one of the expedition standards described above. Leave this blank if you are not requesting expedited processing.

Request Submitted  
OK



BACK

¡Felicidades! Ha enviado con éxito su solicitud de CBP FOIA, recuerde que cuanta más información proporcione, más información podrá obtener, una vez que haya terminado, presione "OK"

## Portal de SecureRelease

SecureRelease™ Portal

My Requests

Actions	Request Number	Request Description	Agency	Component	Fee Waiver Requested?	Expedited Processing?	Request Status	Processing Track	ID Verification
 		Requesting all an an...	Department of Homeland Security	U.S. Customs & Border Protection	Not Requested	Not Requested	Submitted - Pending Review	TBD	Not Requested b

10 rows

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Una vez que haga clic en eso, lo llevará de regreso a la página **MY REQUEST** en el portal y en esta página podrá ver la solicitud que ha enviado, se mostrará como **PENDING**, una vez que se complete su solicitud, aquí también está podrás revisarlo.

# FOIA de CBP

**Aviso:** La Ley de Libertad de Información del DHS (FOIA) se ha trasladado a un NUEVO sistema. La oficina de FOIA de la Oficina de Aduanas y Protección Fronteriza (CBP, por sus siglas en inglés) de EE. UU. tiene una acumulación significativa de solicitudes de FOIA. El tiempo de respuesta esperado para una solicitud FOIA de documentos de viaje es de 6 a 9 meses. Si no recibe una respuesta a su solicitud de FOIA dentro de los 20 días hábiles, no vuelva a enviar la misma solicitud de FOIA, ya que genera más demoras. La oficina de FOIA está trabajando arduamente para eliminar el retraso de FOIA. Gracias de antemano por su cooperación.

Si tiene preguntas, puede comunicarse con la oficina de FOIA al (202) 325-0150, de lunes a viernes de 8 am a 5 pm EST. Sin embargo, solo pueden proporcionarle la misma información que puede obtener en línea.