

**U.S. Department of Justice**

Executive Office for Immigration Review

*Office of the General Counsel*

*5107 Leesburg Pike, Suite 2600*

*Falls Church, Virginia 22041*

May 19, 2015

MEMORANDUM TO: Lynn Murray

Department Clearance Officer

Department of Justice

FROM: Christina Baptista

Associate General Counsel

Executive Office for Immigration Review

SUBJECT: Extension without Change of a Currently Approved Collection for Approval by the Office of Management and Budget:

Form EOIR-31 Request for Recognition of a Non-profit Religious, Charitable, Social Service, or Similar Organization

Attached is the information collection request (ICR) for the Form EOIR-31, Request for Recognition of a Non-profit Religious, Charitable, Social Service, or Similar Organization, OMB #1125-0012, as required for certification and submission to the Office of Management and Budget. The Form EOIR-31 allows EOIR’s Board of Immigration Appeals to determine whether an organization meets the regulatory and relevant case law requirements to be recognized as a legal service provider.

The following documents are contained in this ICR package:

1. OMB form 83-I Paperwork Reduction Act Submission;
2. Supporting Statement for Paperwork Reduction Act Submission with burden statement;
3. Certification Statement;
4. Forms used to collect the information;
5. Law or authority mandating the information collection;
6. 60-day ICR notice that will be published in the Federal Register; and
7. 30-day ICR notice that will be published in the Federal Register.

If you have any questions concerning this ICR, please contact Christina Baptista at

(703) 305-0992 or at [Christina.Baptista@usdoj.gov.](mailto:Christina.Baptista@usdoj.gov.) Thank you very much for all of your assistance.

Attachments