



U.S. Citizenship  
and Immigration  
Services

November 3, 2006

# Fact Sheet

## **USCIS Announces Realignment of Regional, District and Field Offices**

*New Plan to add Southeast Regional Office in Orlando and two new Districts in Sacramento and Tampa*

### **Background:**

USCIS has announced the realignment of the management structure of its regional, district and field offices to better balance the agency's workload and personnel among the USCIS field offices. This new plan will improve mission performance and customer service delivery.

### **Pre-existing Organizational Structure:**

Upon its establishment in 2003, USCIS inherited the legacy Immigration and Naturalization Service's (INS) domestic field office structure consisting of three regions and thirty-three districts. USCIS' workload and workforce distribution, however, varies greatly from that of legacy INS. Legacy INS field office structure resulted in one region having a workforce almost as large as the other two regions combined, and the largest districts having workforces up to fifty times larger than other districts.

Over time, USCIS will redefine the geographic jurisdiction of each local office based on the zip codes that are nearest to each office without regard to previous jurisdictional boundaries and state lines.

In view of the aforementioned considerations, USCIS has made a determination to realign the domestic operations field office command and control structure. This realignment will become effective in November 2006.

### **Realignment:**

Under this USCIS realignment, the following changes are being made to the command and control structure of USCIS Domestic Operations Directorate, Field Operations Division.

#### **Orlando Designated as Base for New Southeast Region:**

As part of this realignment, USCIS will establish a new Southeast Regional office in Orlando, Florida. The placement of the regional office in Orlando will allow USCIS to balance the immigration and citizenship workload in this area of the country. This office will be responsible for managing all district and field offices

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in the southeastern region of the United States.

*Sacramento and Tampa Designated as New Districts:*

USCIS is also adding two new district field offices in Sacramento, California and Tampa, Florida. Under this new plan, the Sacramento district will join the Los Angeles, San Diego and San Francisco districts serving California. In Florida, the northern district will be based in Tampa while the southern district will be based in Miami. These additional district offices in California and Florida will dramatically improve mission performance and customer service in these states.

*Field Offices, Districts, and Regions:*

The foundation of USCIS' in-person services is its local offices. USCIS field offices exist based on the geographic distribution of workload requiring in-person services. No USCIS field office will be closed as a result of this realignment, nor will this realignment change the locations of any of the existing USCIS local offices. For clarity, USCIS will refer to each of these offices as a "*field office*", managed by a "*field office director*," rather than "*district office*," managed by a "*district director*." Field offices will continue to be responsible for the administration and enforcement of the *Immigration and Nationality Act* and all other laws relating to immigration and naturalization.

These changes will prepare USCIS to transition to being able to schedule an applicant's interview at the appropriate field office. While most information and customer services are provided through the USCIS website and toll-free customer service telephone number, individuals who believe they need in-person service can also use their zip code to make an appointment on-line. Individuals without Internet access can contact any USCIS office in-person for assistance in making an appointment. Over time, using zip codes rather than the current geographic jurisdictional alignment to determine service areas will allow USCIS to shift interviews and other in-person services to the most convenient field office.

While the realignment does not change the locations of USCIS field offices, it does change the command structure for managing these field offices. USCIS will maintain a district management structure to lead a network of field offices. A field office director who reports to a district director will manage each field office. In the previous structure, the district director was both the field office director as well as the manager of a district that, in many cases, included additional field offices. The new structure allows the district director to focus on the management of the district. To achieve better balance in terms of the size of the operations managed by each district director, the overall number of district offices will be reduced from 33 to 26. While primarily a consolidation of district management structures, the 26 district offices will include two new district offices created by splitting the existing San Francisco and Miami districts each into two separate districts, respectively.

To achieve better balance and span of control, USCIS is increasing from three regional offices to four regional offices. The fourth regional office, as mentioned earlier, will be established in Orlando, Florida to manage USCIS operations in the Southeast.

*Field Office Structure:*

The following is the USCIS' Domestic Operations field office management structure. Management districts

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will be identified by number rather than by location. The list also indicates (by asterisk) the city where the district manager will be located:

- District 1 - Boston, Massachusetts\*  
Manchester, New Hampshire  
Portland, Maine  
Providence, Rhode Island
- District 2 - Albany, New York  
Buffalo, New York\*  
Hartford, Connecticut  
St. Albans, Vermont
- District 3 - New York City, New York\*
- District 4 - Mt. Laurel, New Jersey  
Newark, New Jersey\*
- District 5 - Philadelphia, Pennsylvania\*  
Pittsburgh, Pennsylvania
- District 6 - Baltimore, Maryland\*
- District 7 - Fairfax, Virginia\*  
Norfolk, Virginia
- District 8 - Atlanta, Georgia\*  
Charleston, South Carolina  
Charlotte, North Carolina  
Raleigh, North Carolina (under development)
- District 9 - Charlotte Amalie, U.S. Virgin Islands  
Miami, Florida\*  
San Juan, Puerto Rico
- District 10 - Jacksonville, Florida  
Orlando, Florida  
Tampa, Florida\*  
West Palm Beach, Florida
- District 11 - Fort Smith, Arkansas  
Memphis, Tennessee  
New Orleans, Louisiana\*
- District 12 - Detroit, Michigan\*
- District 13 - Cincinnati, Ohio  
Cleveland, Ohio\*  
Columbus, Ohio  
Indianapolis, Indiana  
Louisville, Kentucky
- District 14 - Chicago, Illinois\*  
Milwaukee, Wisconsin
- District 15 - Des Moines, Iowa  
Kansas City, Missouri\*  
Omaha, Nebraska  
St. Louis, Missouri  
St. Paul, Minnesota

District 16 - Dallas, Texas\*  
 Oklahoma City, Oklahoma

District 17 - Houston, Texas\*

District 18 - El Paso, Texas  
 Harlingen, Texas  
 San Antonio, Texas\*

District 19 - Albuquerque, New Mexico  
 Boise, Idaho  
 Denver, Colorado\*  
 Helena, Montana  
 Salt Lake City, Utah

District 20 - Anchorage, Alaska  
 Portland, Oregon  
 Seattle, Washington\*  
 Spokane, Washington  
 Yakima, Washington

District 21 - San Francisco, California\*  
 San José, California

District 22 - Fresno, California  
 Sacramento, California\*

District 23 - Los Angeles, California\*  
 San Bernardino, California  
 Santa Ana, California

District 24 - San Diego, California\*

District 25 - Las Vegas, Nevada  
 Phoenix, Arizona \*  
 Reno, Nevada  
 Tucson, Arizona

District 26 - Hagatna, Guam  
 Honolulu, Hawaii\*

Regional Structure:

USCIS will maintain its existing regional offices in:

- Burlington, Vermont, which will manage Districts 1 through 7, will be known as the **Northeast Region**;
- Dallas, Texas, which will manage Districts 12 through 19, will be known as the **Central Region**;
- Laguna Niguel, California, which will manage Districts 20 through 26, will be known as the **Western Region**.
- The new USCIS regional office in Orlando, Florida, which will manage Districts 8 through 11, will be known as the **Southeast Region**. While this regional office is being established, the **Northeast Region** will provide support.

- USCIS -

In March 1, 2003, USCIS became one of three legacy Immigration and Naturalization Service components to join the U.S. Department of Homeland Security. USCIS is charged with fundamentally transforming and improving the delivery of immigration and citizenship services, while enhancing our nation's security.