

U.S. Department of Homeland Security  
425 I Street, NW  
Washington, DC 20536



**U.S. Immigration  
and Customs  
Enforcement**

MEMORANDUM FOR: All Program Directors

FROM: John P. Clark  
Deputy Assistant Secretary, Operations

SUBJECT: NFTTU Instructor Certification Requirements

A handwritten signature in black ink, appearing to read "John P. Clark".

Purpose

The National Firearms and Tactical Training Unit (NFTTU) is planning for the delivery of FY 08 use of force instructor certifications. The attached survey instrument will be used to collect information to determine the FY 2008 firearms and use of force instructor training requirements for all ICE program areas.

Background

Specifically, the NFTTU is responsible for providing ICE armed officers with firearms and defensive tactics instructor certifications and other specialized end-user/instructor use of force certification requirements. The attached survey instrument will serve to assess the total requirements for NFTTU provided certifications and will be used to allocate resources appropriately.

Discussion

Program Directors shall ensure that the attached survey is communicated to all their principal field offices with armed personnel. Each responsible official listed in Part 2 of the interim ICE Firearms Policy (Special Agents in Charge, Field Office Directors, etc.) should submit one completed survey for their area of responsibility to the NFTTU at the e-mail address listed below. To expedite this process, the NFTTU will distribute an electronic version of this survey to all designated Senior Firearms Instructors. Upon your request, this survey may also be electronically distributed to other subordinate managers as required. As resources are limited, slots should only be requested if they are necessary for the office to ensure compliance with policy mandated training requirements. This survey is a request for training numbers by category only. Candidate names should not be included. The completed surveys should be transmitted electronically by COB September 14, 2007 to the NFTTU mailbox at [\(\(b\)\(6\),\(b\)\(7\)\(C\)\)@dhs.gov](mailto:((b)(6),(b)(7)(C))@dhs.gov), or via fax at (202) 616-((b)(6),(b)(7)(C))

Addressee's Name  
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Attachment

**NFTTU CERTIFICATION AND TACTICAL TRAINING COURSES  
FY08 ICE-wide Requirements**

Program Office: \_\_\_\_\_ Office Location: \_\_\_\_\_ Date Completed: \_\_\_\_\_

Reporting Official: \_\_\_\_\_ Telephone: \_\_\_\_\_ E-mail: \_\_\_\_\_

*For each instructor course, please list the minimum number of slots needed to ensure continued execution of required use of force training.*

<b>Course Name</b>	<b>Description</b>	<b>Pre-Requisite Training</b>	<b>Seats</b>
<b>ICE-FI</b> ICE Firearms Instructor Training	Two-week basic firearms instructor course. Provides officers with the knowledge skills and abilities to carryout the duties of the ICE Firearms Instructor position. Curriculum includes agency policy, use of force instruction, firearms skills enhancement, instructional techniques, and integrated scenario based training. – Location NFTTU, Fort Benning, GA.	None	
<b>ICE-FIR</b> ICE Firearms Instructor Recertification	One-week firearms instructor recertification course. Provides instruction with up to date policy and procedures, new firearms and use of force training techniques and reviews instructor competencies. Firearms instructors are required by policy to recertify every 5 years. This training currently also provides an M4 instructor certification for those instructors who successfully complete that part of the course. However officers who need only the M4 certification should not be included in this count. – Location NFTTU Fort Benning, GA.	ICE-FI	
<b>ICE-DTI-B</b> ICE Defensive Tactics Instructor Basic	One-week basic Defensive Tactics Instructor course, with the emphasis on restraint techniques and use of intermediate force weapons. This course provides officers with the training necessary to be ICE Defensive Tactics Instructors. DTI-B training will prepare the instructor to safely and efficiently conduct defensive tactics and related use of force training as required by policy. Candidates will be required to successfully complete a skills test, a teaching skills assessment and a written examination before they are issued a certification. – Location NFTTU Fort Benning.	None	
<b>ICE-DTIR</b> ICE Defensive Tactics Instructor Recertification	One-week Defensive Tactics Instructor recertification course. Provides instruction with up to date policy and procedures, new defensive tactics and use of force training techniques. Review of instructor competencies. Defensive tactics instructors are required by policy to recertify every 5 years. – Location NFTTU Fort Benning, GA.	ICE-DTI or ICE-DTI-B	

<b>SRT</b> Special Response Team Training	Two-and-one-half-week specialized training course for ICE Special Response Team members. This course is required for all new SRT personnel in order for them to be deployable. It covers all aspects associated with conducting SRT team operations. Officers are required to meet SRT firearms and physical skills proficiency to remain in the course. Includes overview of current ICE program SRT structure, use of force policy, mission planning, building entry and clearing, vehicle operations and team tactics for a wide variety of SRT enforcement problems. This course is only available to personnel who are in locations that have approved teams. Location – NFTTU Fort Benning.	Slots can only be assigned by the tactical coordinator for each program (OI, DRO, FPS, etc.)	
<b>TEMS</b> Tactical Emergency Medical School	A one-week tactical medical school designed to provide continuing education for SRT and RRT members. This training is conducted under contract for NFTTU. Location – Johns Hopkins University, Emergency Medicine Section, Baltimore, MD.	Current National Registry of EMTs certification at the EMT-B level or higher. Slots can only be assigned by the tactical coordinator for each program (OI, DRO, FPS, etc.)	
<b>M4</b> M4 Instructor Training	Four-day M4 instructor training course. Designed to provide firearms instructors with the knowledge, skills, and abilities needed to certify field personnel in the use of the M4 carbine. Priority is given to offices that have or are about to receive M4 carbines. Location – NFTTU Fort Benning, GA. * <i>NOTE For FY07 the FI-R curriculum was modified to include this certification. This block is for ICE Firearms Instructors who require the M4 certification only.</i>	ICE-FI	
<b>FMAT</b> Field Maintenance Armorer Training	Five-day firearms repair course. Program is designed to provide firearms instructors with the knowledge, skills and abilities to conduct firearms inspections and basic repairs in the field. Location – NFTTU Fort Benning, GA.	ICE-FI	
<b>SFI</b> Senior Firearms Instructor Training	This is a three-day course designed to provide firearms and body armor accountability training to firearms instructors who have been designated as the SFI by their Responsible Official. Emphasis is on the use of the automated firearms inventory system. Location – Altoona, PA.	ICE-FI	
<b>ICE FI/O</b> ICE Firearms Instructor Orientation	This is a three-day course designed to provide newly hired ICE officers who have attended an NFTTU approved firearms instructor training course within the previous three years with an orientation of ICE policy, training, and firearms accountability procedures. This program will allow these officers to serve as ICE firearms instructors for the remainder of their certification period. Location – TBD.	NFTTU approved firearms instructors certification such as FITP or FIRTP	