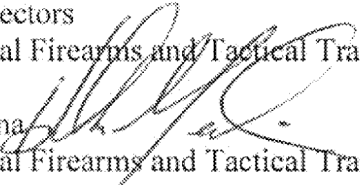




U.S. Immigration
and Customs
Enforcement

January 28, 2010

MEMORANDUM FOR: All Program Directors
Director, National Firearms and Tactical Training Unit

FROM: Humberto Medina 
Director, National Firearms and Tactical Training Unit (NFTTU)

SUBJECT: Procedure to Request Advanced Firearms, Defensive Tactics or
Tactical Training

Purpose

The purpose of this memorandum is to establish the procedures to request advanced firearms, defensive tactics or tactical training in accordance with the interim ICE Firearms Policy.

Background

To ensure consistency in use of force training and maintain the highest standards of tactical proficiency and officer safety, the interim ICE Firearms Policy directs that the Director, National Firearms and Tactical Training Unit (NFTTU) is responsible for:

- Directing the development and implementation of tactical doctrine;
- Directing the development and presentation of training for ICE special response teams and other related training; and
- Coordinating and approving all specific advanced firearms, defense tactics and use of force training.

Discussion

The new procedure requires the Responsible Official to send a request to the Director, NFTTU for all use of force training. This request shall include the following:

- Name of the organization providing the training;
- Dates of attendance;
- A copy of the course curriculum and syllabus;

- Purpose of the training;
- Names of the agents/officers requesting to attend the training; and
- Local point of contact (generally the SFI or SDTI).

This request shall be submitted at least sixty days prior to the start date of the advanced firearms, defensive tactics or tactical training. Attached is a template developed by the NFTTU to submit this request. A copy of the attached template may also be found on the NFTTU website at

(b)(7)(E)

Please inform the Responsible Officials within your program of the new procedure. The Responsible Officials shall ensure that the Tactical Teams, Senior Firearms Instructors and Senior Defensive Tactics Instructors comply with the new procedures.

Please ensure this information is distributed to all personnel within your program. Questions regarding this memorandum, and firearms and use of force policies in general should be directed to (b)(6),(b)(7)(C) Director, NFTTU at (b)(7)(E)@dhs.gov.

Attachment



U.S. Immigration
and Customs
Enforcement

January 28, 2010

MEMORANDUM FOR: Humberto Medina
Director, National Firearms and Tactical Training Unit

FROM: Responsible Official
Responsible Official's Title (SAC/FOD)

SUBJECT: Request for Advanced Firearms, Defensive Tactics or Tactical
Training

Purpose

The purpose of this memorandum is to request advanced firearms, defensive tactics or tactical training for the SAC/FOD office location.

Background

To ensure consistency in use of force training and maintain the highest standards of tactical proficiency and officer safety, the interim ICE Firearms Policy directs that the Director, National Firearms and Tactical Training Unit (NFTTU) is responsible for:

- Directing the development and implementation of tactical doctrine;
- Directing the development and presentation of training for ICE special response teams and other related training; and
- Coordinating and approving all specific advanced firearms, defense tactics and use of force training.

This request is being made in accordance with the NFTTU guidance and sample memorandum located on the NFTTU website at [REDACTED] (b)(7)(E)

Discussion

The following training course is requested:

- Name of the organization providing the training;

- Dates of attendance:
- A copy of the course curriculum and syllabus is attached: Yes or No
- Purpose of the training:
- Names of the agents/officers requesting to attend the training:
- Local point of contact (generally the SFI or SDTI):

Recommendation

To concur with this formal request for advanced firearms, defensive tactics or tactical training within the parameters of the interim ICE Firearms Policy with direct tracking, coordination and oversight by the Responsible Official and Senior Firearms Instructor.

Concur _____

Do Not Concur _____

Modify _____

Needs More Discussion _____