



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

AUG 10 2011

MEMORANDUM FOR: HSI, ERO and OPR Employees

FROM: James Chaparro  
Assistant Director

SUBJECT: Interim Standard Operating Procedures for Participation in the  
Nationwide Suspicious Activity Reporting Initiative

REFERENCE: ICE 14011 Reporting Guidance (August 16, 2010)  
ICE 14012 Suspicious Activity Reporting (July 20, 2011)

**Issue:**

This memorandum provides interim standard operating procedures for the implementation of ICE Directive 14012, "Suspicious Activity Reporting."

**Background:**

Section 1016 of the Intelligence Reform and Terrorism Prevention Act of 2004 (IRTPA) directed the establishment of the Information Sharing Environment (ISE) to provide analysts, operators, and investigators with integrated and synthesized terrorism and homeland security-related information needed to enhance national security. To facilitate the goals set by the ISE, the Nationwide Suspicious Activity Reporting Initiative (NSI) was created to implement a unified Suspicious Activity Reporting (SAR) process across federal, state, and local governments.

With respect to the NSI, SAR data is defined as "official documentation of observed behavior reasonably indicative of pre-operational planning related to terrorism or other criminal activity." The NSI establishes a standardized process whereby SAR information can be shared among agencies to help detect and prevent terrorism-related criminal activity in a manner that rigorously protects the privacy and civil liberties of Americans.

**Policy:**

All Supervisory Special Agents, Supervisory Intelligence Officers, and Supervisory Detention and Deportation Officers in HSI, ERO, and OPR shall continue to report incidents, significant events, and other emerging or sensitive matters to the ICE Joint Intelligence Operations Center in accordance with ICE Policy 14011, "Reporting Guidelines."

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**ICE Sources of SAR Data**

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**Reporting Process**

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**Questions or Concerns Regarding this Process**

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<sup>i</sup> Attachment A: ICE 14012 Suspicious Activity Reporting

<sup>ii</sup> Attachment B: Nationwide Suspicious Activity Reporting Initiative (NSI) SAR Indicators and Behaviors Vetting Card