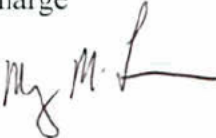




U.S. Immigration  
and Customs  
Enforcement

APR 10 2009

MEMORANDUM FOR: Assistant Director  
Deputy Assistant Directors  
Special Agents in Charge

FROM: Marcy M. Forman   
Director

SUBJECT: IMAGE Field Coordinator Guidance

As the outreach and education component of the ICE Worksite Enforcement program, the ICE Mutual Agreement between Government and Employers (IMAGE) program remains an important aspect of the national worksite enforcement strategy. In support of this program, the Office of Investigations has developed this guidance for field IMAGE coordinators to ensure efficiency and national consistency in the program's implementation. Much of this guidance has been previously provided to field coordinators via electronic mail or at training conferences. Special Agents in Charge (SACs) should ensure that the guidance contained in this memorandum is implemented immediately within their area of responsibility (AOR).

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The HQ WSE Unit is actively engaged in developing policies and procedures to enhance the efficiency and improve implementation of the IMAGE program as well as ensure accurate and timely reporting of program activity. The WSE Unit encourages field coordinators to regularly communicate with their HQ IMAGE Program Managers. The WSE Unit remains committed to providing assistance and guidance to field offices to ensure the continued success of this program.

Please forward this guidance to all personnel within your AOR involved in IMAGE outreach activities and those who supervise IMAGE field coordinators. Questions regarding this memorandum should be directed to IMAGE Acting Section Chief (b)(6) (7)(C) at (703) 603-(b)(6) (7)(C) or via email at (b)(6) (7)(C)@dhs.gov.