

Superseded by HSI HB 13-05, "Intelligence Program Handbook," dated July 18, 2013.

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



U.S. Immigration and Customs Enforcement

March 8, 2004

MEMORANDUM FOR: SPECIAL AGENTS IN CHARGE
INTERIM SPECIAL AGENTS IN CHARGE

FROM: (b)(6), (b)(7)(C)
Deputy Assistant Director
National Security Investigations

SUBJECT: Coordination of Intelligence Community Requests for Assistance or Information

In support of the U.S. Patriot Act, the U.S. Immigration and Customs Enforcement (ICE) is strengthening its cooperative relationship with elements of the U.S. Intelligence Community (IC). This cooperative effort is intended to strengthen information sharing and enhance national security.

On November 26, 2003, a memorandum entitled, "Intelligence Community Requests for Assistance," signed by Border and Transportation Security (BTS) Under Secretary Asa Hutchinson, was distributed to all affected DHS components. The memorandum directed that all requests to and from the IC, except for those involving routine exchanges of information, must be coordinated through BTS for ultimate approval by the DHS, including, if necessary, review by General Counsel. The Office of Intelligence has the primary responsibility for documenting and monitoring such requests.

Accordingly, all requests for OI support to or from the IC (i.e., an IC agency request that ICE refrain from interviewing Special Interest aliens or requests for SEVIS or NSEERS data) will require coordination through the local Field Intelligence Unit (FIU), for final processing through both the Headquarters Office of Intelligence and the Office of Investigation.

This policy is not intended to affect in any way the normal reporting relationships and operational responsibilities of ICE. It also does not apply to the routine exchange of substantive intelligence information and/or recurring reports between the IC and ICE.