




U.S. Immigration
and Customs
Enforcement

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MEMORANDUM FOR: All Office of Investigations Employees
FROM: Marcy M. Forman 
Director
SUBJECT: Officer Safety

Recent events has reminded me of the importance of practicing the principles of officer safety when conducting activities on behalf of the Office of Investigations (OI).

Unfortunately, OI employees have been exposed to significant danger, including life-threatening situations, while conducting what might appear to be the most mundane investigative activities. While we recognize that law enforcement is a dangerous career, we can minimize exposure to harmful situations by utilizing sound officer safety techniques. In today's environment each of us must be cognizant of our surroundings and be prepared to take appropriate actions against threats to our personal safety. When involved in investigative activities and enforcement actions, OI employees should prepare, in advance, for the possibility of exposure to unsafe and threatening situations. Employees must always exercise proper safety and protection principles.

The law enforcement community is well aware that routine investigative inquiries can turn into truly unsafe and dangerous situations. Even the most routine matters have become dramatically violent and unsafe due to previously unknown conditions. A routine administrative interview can rapidly escalate into a physical confrontation. By utilizing sound officer safety methods, OI employees can minimize their exposure to harmful situations. Sound law enforcement practices include working with a partner when conducting interviews; using cover and concealment when approaching a vehicle with unknown occupants; and researching subjects of an investigation to determine past history of violence.

We must always remain vigilant, as any situation that OI employees may encounter could become a situation that threatens the safety and well being of our employees. I want every OI employee to know that my top priority is that each OI employee gets through the workday safely.

I ask each employee to ensure that this memorandum is distributed to all fellow OI employees.