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(U) Cellular Analysis Survey Team Policy Guide

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(U) Cellular Analysis Survey Team Policy Guide



(U) Federal Bureau of Investigation

(U) Criminal Investigative Division

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(U) General Information

(U) Questions or comments pertaining to this policy guide can be directed to:
Federal Bureau of Investigation Headquarters, Criminal Investigative Division (CID)

(U) Division point of contact: unit chief, Cellular Analysis Survey Team

(U) Supersession Information

(U) This document supersedes the *Cellular Analysis Survey Team Policy Directive and Policy Guide, 0703DPG*.

(U) This document and its contents are the property of the FBI. If the document or its contents are provided to an outside agency, it and its contents are not to be distributed outside of that agency without the written permission of the unit listed in the contact section of this policy guide.

(U) This policy guide is solely for the purpose of internal FBI guidance. It is not intended to, does not, and may not be relied upon to create any rights, substantive or procedural, enforceable by law by any party in any matter, civil or criminal, nor does it place any limitation on otherwise lawful investigative and litigative prerogatives of the Department of Justice and the FBI.

(U) DIOG Provision

(U) No policy may contradict, alter, or otherwise modify the standards of the DIOG. Requests for DIOG modifications can be made to the Internal Policy Office, pursuant to DIOG subsection 3.2.2, paragraphs (A), (B), (C), and (D).

(U) Revision Log

(U) Substantive changes were made to this policy.

<i>Revised Section Number and Title</i>	<i>Deleted Section Number and Title</i>
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1. (U) Introduction

1.1. (U) Purpose

(U) The purpose of this policy guide (PG) is to provide detailed information about the enterprisewide capabilities and protocols of the Federal Bureau of Investigation's (FBI) Cellular Analysis Survey Team (CAST) and to ensure compliance with *The Attorney General's Guidelines for Domestic FBI Operations* (AGG-Dom) and the FBI's *Domestic Investigations and Operations Guide* (DIOG).

1.2. (U) Scope

(U) This policy applies to all FBI employees, task force members, contract employees, and other government agency (OGA) detailees utilizing CAST assets to support federal, state, local, and tribal law enforcement investigations through the analysis of cellular call detail records (CDR) and the associated tower information.

1.3. (U) Exemptions

(U) There are no exemptions from this PG.

2. (U) Roles and Responsibilities

2.1. (U) Cellular Analysis Survey Team Unit, FBIHQ

(U) As part of its responsibilities, the CAST Unit, Violent Crimes Against Children Section (VCACS), Criminal Investigative Division (CID):

- (U) Provides the overall management, oversight, and policies of the CAST Program.
- (U) Prioritizes and provides tactical/strategic support and expert testimony for CAST investigations.
- (U) Provides program-related training, guidance, and assistance to FBI field offices (FO) and other federal, state, local, tribal, and international law enforcement communities.
- (U) Establishes and maintains liaison relationships with federal, state, local, and tribal law enforcement counterparts and prosecutors and also maintains relationships with members of the international law enforcement community.
- (U) Establishes and maintains liaison relationships with both governmental and nongovernmental telecommunications entities, including telecommunications providers, to promote and develop the necessary technology and tools for successfully analyzing the most advanced telecommunications platforms.
- (U) Develops and fosters relationships between Federal Bureau of Investigation Headquarters (FBIHQ), FOs, investigative partners, and private industry.

(U) For field assets, the CAST Unit is responsible for:

- (U) Opening and assigning cases in coordination with FO supervisory special agents (SSA).
- (U) Providing feedback to FO SSAs for each part-time CAST member.
- (U) Arranging and scheduling appropriate training.
- (U) Coordinating FO deployments and travel in conjunction with FOs.

(U) For CAST-trained professional staff at FBIHQ and FOs, the CAST Unit is responsible for:

- (U) Providing updated training, as warranted.
- (U) Providing access to CAST tools, as deemed necessary to provide assistance with historical cell site analysis (HCSA).

(U) For all national assets, CAST Unit SSAs are responsible for:

- (U) Opening and assigning cases.
- (U) Conducting annual performance appraisal reports (PAR), consulting closely with FOs at which national assets are embedded.
- (U) Conducting file reviews every 90 days and tracking each review in Sentinel. During each file review, input will be solicited from FOs with embedded assets and FOs assisted by national assets to help evaluate performance.

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- (U) Ensuring time and attendance compliance and review.

2.2. (U) National Assets, Criminal Investigative Division, Violent Crimes Against Children Section

(U) CAST national assets are special agents (SA) assigned to the CAST Unit and are embedded within selected FOs. As such, CAST national assets fall under the supervision and direction of the CAST Unit, in consultation with the FOs in which these national assets are embedded. CAST national assets must maintain their CAST certifications and will provide CAST services to all FBI FOs and legal attaché (Legat) offices.

(U) CAST national assets report directly to the CAST Unit [REDACTED]

[REDACTED] CAST Unit SSAs serve as direct supervisors and rating officials to national assets and frequently consult with supervisors in FOs with embedded assets. The unit chief (UC) of the CAST Unit must serve as the reviewing official.

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2.3. (U) Field Assets, FBI Field Offices

(U) CAST field assets are SAs and task force officers (TFO) who have been trained and certified to perform CAST functions and are assigned to FOs. Field assets are directly supervised by their respective FOs and provide collateral assistance to the CAST Unit. CAST field assets should be assigned CAST-related work to enhance FOs' cellular analysis capabilities and to maintain assets' expertise. Furthermore, FOs should anticipate and understand that CAST field assets may need to travel to support priority CAST assignments. CAST field assets must maintain their CAST certification requirements through on-the-job training and performance.

2.4. (U) Cellular Analysis Survey Team-Trained Professional Staff at FBIHQ and Field Offices

(U) CAST-trained professional staff are assigned to FBIHQ or the designated FOs and have gone through the Basic Historical Cell Site Analysis Course and the Advanced Historical Cell Site Analysis Course. CAST-trained professional staff can provide support and initial (preliminary) analysis for investigations. A CAST asset oversees this work and is ultimately responsible for the final analysis and for providing expert testimony.

3. (U) Policy Statement

(U) The CAST provides FBI FOs with access to a group of highly trained and well-equipped personnel who conduct cellular analysis and cellular network surveys. CAST assets are trained and certified to acquire cellular telephone evidence, as generated by cellular providers, in a manner suitable for use in a court of law. This information is utilized in conjunction with CDRs to present geographical representations of the historical activities of cellular devices in order to assist federal, state, local, and tribal law enforcement agencies with their investigations. The *Cellular Analysis Survey Team Policy Guide* provides guidance on the use of CAST assets and CAST-trained professional staff to accomplish this objective.

4. (U) Processes and Procedures

4.1. (U) Cellular Analysis Survey Team Training and Certification

(U) CAST asset training is separated into three stages as a logical progression in the development of HCSA and related techniques and the preparation of CAST members to serve as experts in the field of HCSA. Each stage must be completed in its entirety prior to moving to the next stage of training. All CAST assets must successfully complete the certification process. The CAST certification process can be reviewed on the [CAST BUNET site](#).

(U) The goal of CAST training is to produce members who are experts in the field of historical cellular analysis and are competent in the use of network radio frequency (RF) measuring equipment. CAST skills are perishable and must be reinforced through ongoing training and active casework to continue to develop a knowledge base and expertise. Additionally, the technology involved in the field of HCSA is rapidly evolving, and all CAST members must continually be updated and trained in these areas to maintain expert-level knowledge and effectively analyze and exploit mobile devices and networks.

(U) CAST assets are required to receive annual training, including updates from major cellular service providers.

(U) After being selected to participate in the CAST training certification program, candidates are required to complete the training process (see the [CAST BUNET site](#)). CAST management will document, in an electronic communication (EC) to file those candidates who have successfully completed the CAST certification program and who are deemed “ready to perform” trial testimony. Certified CAST assets must maintain their status by participating in continual training and annual coordination meetings in order to remain in good standing with CAST.

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(U) CAST-trained professional staff are provided both basic- and advanced-level courses in HCSA. The basic and advanced level courses allow professional staff to support investigations with preliminary HCSA, tower dumps, and other cellular-analysis-related techniques.

4.2. (U) General Cellular Analysis Survey Team Asset Administration

(U) All CAST members are expected to commit to at least three years of service in support of the CAST Program.

(U) National assets embedded within an FO who desire to leave the CAST Program will be absorbed as no-cost transfers and reassigned into their respective FOs. The former CAST asset will be assigned at the FO head’s (assistant director in charge [ADIC]/special agent in charge [SAC]) discretion. The CAST national asset funded staffing level (FSL) will be returned to the CAST Unit. Field assets and national assets who desire to leave the CAST Program will be required to return all property to the CAST Unit. All transfers of CAST national and field assets must adhere to the policies and procedures established in the FBI’s [Employee Transfer Policy Guide, 0193PG](#). Contact the Human Resources Division (HRD) [Transfer Unit](#) for more information.

(U) CAST national assets, with the approvals of the CAST Unit and the appropriate FOs’ executive management, can participate in collateral duties such as special weapons and tactics (SWAT) teams and evidence response teams (ERT).

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(U) CAST national assets who are General Schedule (GS)-13 SAs embedded within FOs and who are in the Executive Development and Selection Program (EDSP) as relief supervisors will be considered stationary employees (Tier I) for postings within the FOs in which they are embedded. For nonstationary desks within their FOs, national assets competing for these positions will be considered Tier II candidates. For positions outside of their FOs, national assets will be considered Tier III candidates. All national assets who are within EDSP and meet EDSP requirements are eligible to compete for FBIHQ positions.

(U) In order to function effectively and respond on a timely basis, CAST members must be properly equipped and supported. It is the role and function of the CAST Unit to budget, acquire, and provide the necessary equipment to support all CAST assets. CAST equipment is considered CID property and must be properly managed, handled, and inventoried.

(U) CID will provide SAs assigned as national assets with vehicles equipped with emergency lights and sirens. Arrangements will be made between CID and the FOs at which the national assets are embedded to handle costs associated with motor vehicle maintenance and repairs. FOs must provide radios to national assets.

(U) FOs with embedded CAST national assets or assigned field assets will be required to provide support for processing vouchers and third-party draft documents, including Travel Request Initiation & Payment (TRIP) requests for travel and computer equipment with access to both classified and unclassified FBI enclaves.

(U) National assets must also have access to quarterly firearms training, ethics and legal training, and all other mandatory training requirements within their FOs.

(U) All nonsupervisory personnel conducting CAST-related work must record their time to relevant investigative classifications and further utilize the Time Utilization and Recordkeeping (TURK) to designate CAST assistance.

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4.3. (U) Selection of Cellular Analysis Survey Team Field Assets

(U) Periodically, the CAST Unit will canvass, via an EC, for field assets. The canvass EC will list required critical elements, including (1) successfully attending Basic Historical Cell Site Analysis training; (2) listing specific examples in which the candidate has utilized techniques to exploit cellular telephones, such as a Cellebrite device, pen registers, Title IIIs, and conducting historical reviews of CDRs with cell site information; and (3) demonstrating self-motivation in conducting cellular analysis. Responses to the canvass EC will require FO head (ADIC/SAC) concurrence with each candidate's qualification and agreement to allow the CAST field asset to travel on a limited basis to assist with investigations and training. The CAST Unit recognizes the fact that CAST field assets are "part-time," and they are duly assigned to their respective FOs. TFOs who wish to be considered for CAST must have the concurrence of the agency heads of their respective agencies as well as FO head (ADIC/SAC) approval. In addition, a TFO's agency must commit to allowing the TFO to serve at least three years on an FBI task force after certification is complete.

4.4. (U) Selection of Cellular Analysis Survey Team National Assets

(U) Periodically, the CAST Unit will canvass for new national assets to be embedded within selected FOs. The canvass will be conducted via an HR Source posting to CAST-certified field assets. The selection of new national assets will be at the discretion of the CAST Unit. Factors to be considered by the CAST Unit will include, at a minimum: (1) each candidate's experience in

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cellular analysis and testifying regarding cellular analysis, (2) each candidate's current geographical location and the needs of the CAST Program, and (3) concurrence from the candidate's current FO executive management, authorizing the conversion of the field asset to a national asset.

(U) Any cost transfers associated with the appointment of national assets will be dependent upon (1) the needs of the CAST Program, (2) the availability of appropriate funding, and (3) the appropriate approvals of the Transfer Unit.

(U) National assets who apply and are selected for Headquarters Staffing Initiative (HSI) 18-month temporary duty (TDY) assignments within the CAST Unit (and choose the HSI 18-month TDY option) will maintain their status as national assets. Upon completion of the HSI 18-month TDY at CAST, FBIHQ, and unless selected for another position, national assets will return to the FOs at which they were embedded and resume the duties they had prior to their TDY assignments. However, national assets who apply and are selected for HSI SSA positions outside of the CAST Unit and choose the 18-month TDY option will be immediately transferred (no cost) from CID and embedded in an FO. Upon completion of an HSI 18-month TDY, and if not selected for another position, the agent will return to the FO where he or she was embedded and will be considered a "field asset" if the individual desires to continue to be part of CAST.

4.5. (U) Legal Guidance

(U) The legal guidance discussed below varies from jurisdiction to jurisdiction. The guidance provided is consistent with the majority of jurisdictions and is current only as of the publication date of this PG. CAST assets should be familiar with the legal process required to obtain records within their districts. Assets must coordinate with their supporting chief division counsels (CDC), Office of the General Counsel (OGC) attorneys, or assistant United States attorneys (AUSA) to ensure that they are current in required legal authorities to obtain the various records to conduct HCSA and other geolocation analyses.

4.5.1. (U) Historical Cell Site Records

(U) Historical cell site records do not provide cellular device location in real time. The provider ordinarily collects and maintains records of which tower and sector the device utilized to communicate with the tower. The Electronic Communications Privacy Act (ECPA) controls disclosure of this information. Production of historical and prospective cell site and sector information may be compelled by a court order under 18 United States Code (U.S.C.) Section (§) 2703(d). CAST assets coordinate, as needed, with the FO CDC, OGC, or the AUSA to ensure that all legal requirements are met. Cell site and sector information is discussed in DIQG subsection 18.6.8.4.2.6.2.

4.5.2. (U) Prospective Cell Records

(U) Law enforcement may receive cell site data prospectively. Cell site data is different than Global Positioning System (GPS) information. To obtain cell site data information on a prospective basis, the government must, at a minimum, obtain a pen register/trap and trace device and Title 18 U.S.C. § 2703(d) "hybrid" order. The case law on this issue is mixed, however, and some courts have required a probable cause showing for prospective cell site data. CAST assets coordinate, as needed, with the FO CDC, OGC, or the AUSA to ensure that all legal requirements are met within their districts.

4.5.3. (U) Emergency Voluntary Disclosures

(U) When there is a life-threatening emergency [redacted]

[redacted]

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CAST assets seeking emergency voluntary disclosures must comply with DIOG subsection 18.6.8.5 for requests and disclosures under these circumstances.

4.5.4. (U) [redacted]

(U) [redacted]

[redacted]

(See DIOG subsection 18.6.8.4.2.6.3, [redacted])

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4.5.5. (U) Cell Site Surveys

(U) A cell tower survey is a procedure to measure, map, and characterize the cellular RF environment in a geographic area, including cellular tower locations, associated RFs, and received signal strength. No court order is required for this purpose because the activity involves passive reception of unencrypted broadcast radio signals that are accessible to the general public, which is authorized under 18 USC. § 2511(2)(g). Members of the CAST must use commercially available cellular engineering equipment/devices to conduct cell tower surveys to prevent the unnecessary disclosure of law enforcement sensitive capabilities.

4.5.6. (U) [redacted]

(U) [redacted]

[redacted]

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4.6. (U) Cellular Analysis Survey Team Investigative Assistance

(U) CAST investigative assistance can be provided under the following circumstances:

- A. (U) In open predicated FBI investigations, including joint investigations with other agencies.
- B. (U) When assisting other federal agencies (see DIOG subsection 12.3.2).
- C. (U) When assisting state, local, or tribal agencies in investigations that may involve federal crimes or threats to national security (see DIOG subsection 12.3.2.3.A.). Such assistance requires the opening of [redacted]

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D. (U) Upon request, when investigating certain nonfederal violations that are authorized in DIOG subsection 12.3.2.3B. If CAST investigative assistance is provided, the assistance must be provided under the specific file classifications outlined in the DIOG. However, a CAST subfile must be opened to maintain all CAST-generated work products. Those nonfederal violations include:

1. (U) Violent acts and shootings occurring in a place of public use.
2. (U) Mass killings.
3. (U) Serial killings.
4. (U) Felony killings of state and local law enforcement officers.
5. (U) Felony crimes of violence against travelers.

E. (U) For assisting state, local, or tribal agencies in the investigation of matters that may involve federal crimes or threats to national security, or for such other purposes, as may be legally authorized.

F. (U) For assisting state, local, or tribal law enforcement agencies “when lives are in danger.” (See DIOG subsection 12.3.2.3.D.2.)

4.7. (U) Cellular Analysis Survey Team Investigative Assistance Strategy and Priorities

(U) CAST provides investigative assistance to the FBI and other federal, state, local, and tribal law enforcement partners per the requirements of DIOG subsection 12.3.

(U) CAST investigations are prioritized in the following manner:

1. (U) Investigations that involve an immediate threat to life, whether FBI-initiated or as assistance requested by other law enforcement entities. This includes, but is not limited to, terrorism threats, homicides, kidnappings, extortions, and violent criminal matters.
2. (U) FBI investigations, in order of established FBI national security and criminal priorities.

4.8. (U) Initiation of Cellular Analysis Survey Team Assistance

4.8.1. (U) Unclassified Assistance Requests

(U) CAST investigative assistance is governed by DIOG subsection 12.3.

4.8.2. (U) Sensitive/Classified Assistance Requests

(U)

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4.9. (U) Case Administration (Opening/Closing)

4.9.1. (U) FBI and Joint Investigations

(U) CAST resources can be used in FBI investigations, including joint operations, when they are necessary for those investigations. When used in FBI investigations, all CAST-generated evidence and discovery items, including final reports, PowerPoint slides, CDRs, tower lists, MapPoint maps, drive test data, subpoenas, and court orders must be serialized/uploaded into the CAST subfile within the appropriate investigative file. The CAST subfile must have the assigned CAST asset as the case manager and the CAST Unit as the case participant for program administration purposes.

4.9.2. (U) Assisting the Intelligence Community (IC)

(U//~~FOUO~~) CAST may provide investigative assistance to other members of the IC (see the AGG-Dom, Part III.A). Investigative assistance must be in compliance with interagency memorandums of understanding (MOU)/memorandums of agreement (MOA), if applicable. For example, [redacted]

[redacted]

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(U//~~FOUO~~) [redacted]

[redacted] as specified in DIOG subsections 12.5 and 12.6.

4.9.3. (U) Assisting in Other Federal Investigations

(U) CAST may provide investigative assistance to any other federal agency in the investigation of federal crimes or threats to national security. In addition, CAST may provide investigative assistance to any federal agency for any other purpose that may be legally authorized. (See DIOG subsection 12.3.2.2.)

(U) Unclassified CAST assistance for other federal agencies can be requested [redacted]

[redacted] The CAST Unit will evaluate the request and will coordinate with the affected FO for opening [redacted]

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(U) The CAST Unit will consult with the affected FO SSA to determine if assistance is appropriate and if the FO is willing to support the investigative assistance. If the assistance is agreed upon and the matter only entails CAST assistance, the CAST Unit will open [redacted] investigative file for the affected FO. The opening EC will be placed into the Sentinel workflow and routed to the field SSA for approval. All CAST-produced documentation, evidence, and court orders must be serialized and filed in [redacted] investigative file.

(U) [redacted]

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4.9.4. (U) Assisting State, Local, and Tribal Investigations

(U) Pursuant to the requirements of DIOG subsection 12.3.2.3.D.2, CAST can provide investigative assistance to state, local, and tribal law enforcement agencies when “lives are in danger.” In order to make such a request, [REDACTED]

[REDACTED]

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(U) Upon receipt of this request, CAST SSAs will evaluate the matter to determine if the request meets the criteria outlined in subsection 4.6 of this PG. The CAST Unit will consult with the affected FO SSA to determine the appropriate file classification for opening the case. If it is agreed upon that the request meets the outlined criteria and the matter only entails CAST assistance, the CAST Unit will open [REDACTED] investigative file for the affected FO. The opening EC, must be approved by the CAST Unit and the FO SSA. All CAST-produced documentation must be serialized and filed under [REDACTED]. In all matters, CAST SSAs will obtain the concurrence of affected FO SSAs prior to CAST members becoming involved in cases.

(U) **For example** [REDACTED]

[REDACTED]

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(U) If the FO wants to open a different file classification regarding the CAST request, a CAST subfile must be opened to support CAST assistance. All CAST materials must be filed within that case in the CAST subfile. The approving supervisor is encouraged to consult with the appropriate CDC or OGC unit on the legal basis for providing the assistance.

(U) All CAST-generated evidence and discovery items, including final reports, PowerPoint slides, CDRs, tower lists, MapPoint maps, drive test data, subpoenas, and court orders must be serialized/uploaded to [REDACTED] investigative file or the CAST subfile.

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(U) Investigative assistance (including expert) to state, local, and tribal agencies using investigative methods other than those authorized in Assessments must be documented in FD-999 forms, serialized, and filed to the appropriate file(s), as specified in DIOG subsections 12.5 and 12.6.

4.10. (U) Cellular Analysis Survey Team-Related Testimony

4.10.1. (U) Peer Review Compliance

(U) One of the factors under Federal Rules of Evidence (FRE) 702 in assessing the reliability of scientific or technical testimony offered by an expert is whether the theory or technique has been subjected to peer review and publication. A peer review conducted by another individual in the same field—in this case another CAST asset—contributes towards the reliability of the CAST report. CAST assets must have all trial reports peer reviewed by another certified CAST asset.

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4.10.2. (U) Touhy Letter Compliance

(U) All CAST assets must comply with the Department of Justice (DOJ) Touhy regulations (Title 28 Code of Federal Regulations [CFR] §§ 16.21-29) with regard to providing testimony in local, state, and tribal jurisdictions. The DOJ Touhy regulations apply to all DOJ employees, including the FBI, the Drug Enforcement Administration (DEA), the Bureau of Alcohol, Tobacco, Firearms and Explosives (ATF), the Federal Bureau of Prisons (BOP), and the United States Marshals Service (USMS).

(U) Additional guidance in complying with DOJ Touhy regulations can be found at <http://dojnet.doj.gov/USAO/EOUSA/OLE/usabook/liab/13liablo.pdf>.

5. (U) Summary of Legal Authorities

- (U) *The Attorney General's Guidelines for Domestic FBI Operations*
- (U) 18 U.S.C. § 2702(b)(8) and (c)(4)
- (U) 18 U.S.C. § 2703(d)
- (U) 18 U.S.C. § 2511(2)(g)
- (U) 28 CFR 16.21-29

6. (U) Recordkeeping Requirements

6.1. (U) File Management

(U) The [redacted] has been reserved for CAST. The following alpha designators (subclassifications) have been established to aid in program management:

- (U)
- (U)
- (U)
- (U)
- (U)
- (U)
- (U)
- (U)

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(U) As noted above, the CAST asset is responsible for serialized/uploaded all CAST-generated evidence and discovery items [redacted]
[redacted] to the relevant substantive FBI file for archiving purposes.

Appendix A: (U) Sources of Additional Information

(U) See the [CAST Unit BUNET site](#) for additional information.

Appendix B: (U) Contact Information

Criminal Investigative Division

Violent Crimes Against Children Section

J. Edgar Hoover Building
935 Pennsylvania Avenue, NW
Room 3983
Washington, DC 20535

CAST Unit



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Appendix C: (U) Acronyms

Acronyms

ADIC	assistant director in charge
AGG-Dom	<i>The Attorney General's Guidelines for Domestic FBI Operations</i>
ASAC	assistant special agent in charge
ATF	Bureau of Alcohol, Tobacco, Firearms and Explosives
AUSA	assistant United States attorney
BOP	Federal Bureau of Prisons
CAST	Cellular Analysis Survey Team
CDC	chief division counsel
CDR	call detail record
CFR	Code of Federal Regulations
CIA	Central Intelligence Agency
CID	Criminal Investigative Division
DEA	Drug Enforcement Administration
DIOG	<i>Domestic Investigations and Operations Guide</i>
DoD	Department of Defense
DOJ	Department of Justice
EC	electronic communication
ECPA	Electronic Communications Privacy Act
EDSP	Executive Development and Selection Program
ERT	evidence response team
FRE	Federal Rules of Evidence
FBI	Federal Bureau of Investigation

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FBIHQ	Federal Bureau of Investigation Headquarters
FO	field office
FRCP	Federal Rules of Civil Procedure
FSL	funded staffing level
GPS	Global Positioning System
GS	General Schedule
HCSA	historical cell site analysis
HRD	Human Resources Division
HSI	Headquarters Staffing Initiative
IC	Intelligence Community
Legat	legal attaché [office]
MOA	memorandum of agreement
MOU	memorandum of understanding
OGA	other government agency
OGC	Office of the General Counsel
OTD	Operational Technology Division
PAR	performance appraisal report
PG	policy guide
RF	radio frequency
SA	special agent
SAC	special agent in charge
SD	San Diego
SSA	supervisory special agent
SWAT	special weapons and tactics
TDY	temporary duty [assignment]

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TFO	task force officer
TRIP	Travel Request Initiation & Payment
TURK	Time Utilization and Recordkeeping
UC	unit chief
U.S.C.	United States Code
USMS	United States Marshals Service
VC	violent crime
VCACS	Violent Crimes Against Children Section



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