

UNCLASSIFIED//FOUO



FEDERAL BUREAU OF INVESTIGATION
CORPORATE POLICY DIRECTIVE

0292D

1. Policy Directive Title.	Intelligence Information Reports Policy Implementation Guide
2. Publication Date.	2010-06-10
3. Effective Date.	2010-06-10
4. Review Date.	2013-06-10

5. Primary Strategic Objective.
P5-Information Dissemination and Integration

6. Authorities:

- 6.1. (U) Constitution of the United States
- 6.2. (U) Uniting and Strengthening America by Providing Appropriate Tools Required to Intercept and Obstruct Terrorism (USA Patriot Act) of 2001
- 6.3. (U) Intelligence Reform and Terrorism Prevention Act (IRTPA) of 2004
- 6.4. (U) Privacy Act of 1974, 5 U.S.C. 552a, et seq.
- 6.5. (U) Bank Secrecy Act, 31 U.S.C. 5318(g), et seq.
- 6.6. (U) Executive Order 12333 United States Intelligence Activities, as Amended
- 6.7. (U) Executive Order 12958 Classified National Security Information
- 6.8. (U) Executive Order 13356 Strengthening the Sharing of Terrorism Information To Protect Americans
- 6.9. (U) Attorney General's Guidelines for Domestic FBI Operations (AGG-Dom)
- 6.10. (U//FOUO) FBI Domestic Investigations Operations Guide (DIOG)
- 6.10. (U) Attorney General's Guidelines for FBI National Security Investigations and Foreign Intelligence Collection

6.11. (U) [Redacted]

6.12. (U) [Redacted]

7. Purpose:

(U) This policy directive promulgates the FBI Information Intelligence Report Policy Implementation Guide (IIRPG), which provides detailed guidance to assist FBI employees involved in writing and/or disseminating Intelligence Information Reports (IIR). The PG enhances the FBI's ability to provide raw intelligence information that is consistent with the content and format found throughout the US Intelligence Community (USIC). It is not, however, intended to be an FBI IIR Dissemination System (FIDS) user guide.

8. Policy Statement:

(U) The FBI is mandated by the President, Congress, the Attorney General, and the Office of the Director of National Intelligence (ODNI) to produce intelligence in support of its own investigative mission, national intelligence priorities, and the needs of other intelligence consumers. The IIR is a vehicle through which raw intelligence is shared within the FBI and throughout the intelligence and law enforcement communities. All FBIHQ and field components must make collected raw intelligence information available in the IIR format.

9. Scope:

(U) All FBIHQ divisions, field offices, and legal attaches (LEGATs) are to immediately adopt the FBI IIRPG for the reporting of raw intelligence.

b7E

b7E

[Redacted]

4/14/2011

10. Proponent:

(U) Directorate of Intelligence (DI)

11. Roles and Responsibilities:**11.1 (U) IIR Authors**

(U) All FBIHQ and field reporting elements will adhere to one process for the production of IIRs, as set forth in this PG. Intelligence Analysts, Language Analysts, Special Agents, and Task Force Officers (TFOs) are required to use the PG as a central source of information when drafting, coordinating, and disseminating IIRs.

11.2. (U) IIR Reviewers

(U) Individuals with responsibility for reviewing IIRs must ensure all IIRs adhere to the policies set forth in the FBI IIRPG. Examples of IIR reviewers in the field include Chief Reports Officers, Associate Chief Reports Officers, FIG supervisors, and Intelligence ASACs. Examples of IIR reviewers at FBIHQ include Reports Officers, Supervisory Intelligence Analysts, and Unit Chiefs.

11.3. (U) Legal Attaches (Legat)

(U) International Operations Division (IOD) is responsible for disseminating intelligence via IIR for Legats. Legats are encouraged to identify intelligence suitable for dissemination and forward it to IOD.

11.4. (U) Special Agents and TFOs

(U) Special Agents and TFOs have an affirmative responsibility to collect and provide information that addresses intelligence requirements while carrying out their normal case-based investigative duties. Special Agents and TFOs conducting case-based investigations have a significant opportunity to recognize and develop information of intelligence value that is responsive to established intelligence requirements and should be shared with others who have a need for that intelligence.

(U) It is critical for the FBI to continue to provide timely and accurate information to those who need it. Any FBI investigation could potentially contain intelligence of actionable and/or analytical value; therefore, investigators must become well versed in culling intelligence from their investigative efforts, even if such intelligence relates to another investigative program or has no direct impact on the specific investigation conducted by the Agent or TFO.

(U) All Agents and TFOs must determine if there is intelligence value to the information they collected that needs to be provided to the FIG for dissemination. It is the responsibility of every Special Agent and TFO to work with the FIG and provide intelligence for dissemination, whether that dissemination would be internal to the FBI or external to the law enforcement and US intelligence communities.

11.5. (U) DI

(U) The DI is responsible for the program management, oversight and standards for dissemination of the raw intelligence collected by the FBI. Consistent with its mission, the DI establishes policy to ensure the FBI disseminates high-quality IIRs in a timely manner to appropriate recipients. The DI serves as the Dedicated Intelligence Dissemination Official (DIDO) for IIRs and is also responsible for responding to Requests for Information (RFIs) in response to disseminated IIRs.

12. Exemptions:

(U) None.

13. Supersession:

13.1 (U) 0083D and 0083PG, FBI Intelligence Information Report Handbook (last updated 5/14/2008)

13.2 (U) Counterterrorism Division's Principles of Intelligence Information Report (IIR) Writing: A Reports Officer Guidebook (last updated 5/15/2006)

13.3 (U) Recall/Revision Policy EC [REDACTED]

b7E

b7E

4/14/2011

14. References, Key Words, and Links:

- 14.1. (U//FOUO) FBI IIRPG
- 14.2. (U//FOUO) Legal Review of IIRs
- 14.3. (U//FOUO) DI Policy Guide (not yet published)
- 14.4. (U) AGG-Dom
- 14.5. (U//FOUO) DIOG
- 14.6. (U) Attorney General's Guidelines for FBI National Security Investigations and Foreign Intelligence Collection
- 14.7. (U) Uniting and Strengthening America by Providing Appropriate Tools Required to Intercept and Obstruct Terrorism (USA Patriot Act) of 2001
- 14.8. (U) Intelligence Reform and Terrorism Prevention Act (IRTPA) of 2004
- 14.9. (U) Privacy Act of 1974, 5 U.S.C. 552a, et seq.
- 14.10. (U) Bank Secrecy Act, 31 U.S.C. 5318(q), et seq.
- 14.11. (U) Executive Order 12333 United States Intelligence Activities, as Amended
- 14.12. (U) Executive Order 12958 Classified National Security Information
- 14.13. (U) Executive Order 13356 Strengthening the Sharing of Terrorism Information To Protect Americans
- 14.14. (U) [Redacted]

b7E

14.15. (U) [Redacted]

15. Definitions:
See FBI IIRPG.

16. Appendices, Attachments, and Forms:
FBI IIRPG.

Final Approval

Name: Sean M. Joyce

Title: Executive Assistant Director

UNCLASSIFIED//FOUO

b7E

4/14/2011