

FEDERAL BUREAU OF INVESTIGATION

Precedence: ROUTINE

Date: 09/01/2005

To: Charlotte Division

Attn: [REDACTED]

Director's Office

Attn: AD Cassandra Chandler
Office of Public Affairs
Attn: SC Michael Kortan
Public Affairs Section
Attn: UC [REDACTED]
Community Relations Unit
Attn: [REDACTED]

From: Office of the General Counsel
Administrative Law Unit/ Room 7338
Contact: [REDACTED]

Approved By: [REDACTED] *plc*
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Drafted By: [REDACTED] *ssw*

Case ID #: 188A-CE-C80124-CA (Pending) *Serial 78*
188A-HQ-C1243327 (Pending) *Serial 1497*

Title: COMMUNITY OUTREACH PROGRAM
CITIZENS' ACADEMY ALUMNI NAME PROPOSAL

Synopsis: This electronic communication (EC) responds to a request by the Charlotte Division for guidance from the Office of General Counsel (OGC) regarding the use of the FBI name and initials within the name of the Charlotte Division's local Citizens' Academy Alumni Chapter. Subject to the limitations set forth below, the use of the name "FBI" within the official name of a Citizens' Academy Alumni Association is legally unobjectionable.

Reference: [REDACTED]
66F-HQ-C1384970 Serial 6228

Details: The Charlotte Division has indicated that a group of private citizens who are alumni of the Charlotte's Division Citizens' Academy, are requesting to use the name "FBI Citizens' Academy Alumni Association of North Carolina" (hereinafter, "Association") as their association name. The Association is an entity which is separate from the FBI and operates independently of the FBI.

File 1210

To: Charlotte Division From: Office of the General Counsel
Re: 188A-CE-124-CA, 09/01/2005

Pursuant to Bureau policy revisions set forth in ECs dated October 4, 2002 and January 21, 2004, and subject to the limitations set forth below, the name "FBI Citizens' Academy Alumni Association of North Carolina" as the official name of the Association is legally unobjectionable, and may be approved at the discretion of the SAC of the Charlotte Division. This guidance has been coordinated with the Community Outreach Unit of the FBI's Office of Public Affairs.

The SAC of the Charlotte Division should determine that the Association is an appropriate group to use the name "FBI Citizens' Academy Alumni Association of North Carolina." Further, the SAC should continue to monitor the Association's use of the name "FBI Citizens' Academy Alumni Association of North Carolina" to ensure that the use of the name by the Association is appropriate.

The name "FBI Citizens' Academy Alumni Association of North Carolina" may be used on the letterhead of the Association, and in the Association's correspondence; provided that the Association takes effective steps to assure that its status as a separate, private organization is apparent and unambiguous.

The Association may not otherwise use the FBI seal, logo or insignia on Association letterhead, in the Association's correspondence, or in the Association's title.

Any use of the name or initials of the FBI by the Association may not mislead members of the public to assume that the Association is a part of the FBI. Specifically, the Association must agree not to use its relationship to the FBI to advance any fundraising or lobbying efforts.

The Association shall use a prominent disclaimer on all print and electronic media, confirming that the Association is not a part of the FBI.

If the Association desires to create an Association emblem, the proposed design of the emblem should be submitted to OGC for prior review. OGC review of the proposed design is required to ensure that the FBI is not placed in a position of appearing to endorse the Association as part of the FBI. Copies or derivations of the FBI seal will not be approved.

FBI approval to use the FBI name and/or initials in the Association's title is subject to withdrawal at any time in the FBI's sole discretion.

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Re: 188A-CE-0124-CA, 09/01/2005

Questions regarding other desired uses for the name
"FBI Citizens' Academy Alumni Association of North Carolina"
should be directed to OGC.

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Re: 188A-CE-124-CA, 09/01/2005

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LEAD(s):

Set Lead 1: (Discretionary)

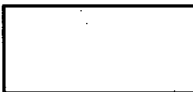
DIRECTOR'S OFFICE

AT OPA, DC

For action consistent with the guidance contained in
this EC.

♦♦

cc:



Ms. Chandler



Mr. Kortan



ALU Tickler

ALU Library: AgA/Support to Outside Organizations/Citizens'
Academies.

ALU Library: FaP/FBI Seal-Indicia-Badges