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DATE 05-03-2011 BY 65179/DMH/BAW/STP/blsFEDERAL BUREAU OF INVESTIGATION
CORPORATE POLICY DIRECTIVE

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1. Policy Directive Title.	(U//FOUO) Confidential Human Source Validation Standards Manual
2. Publication Date.	2010-03-26
3. Effective Date.	2010-03-26
4. Review Date.	2013-03-26
5. Primary Strategic Objective. A1-Protect US from terrorist and foreign intelligence activity.	
6. Authorities: (U//FOUO) Memorandum from the President of the United States to the Attorney General, dated November 18, 2004 (directed the FBI to provide a comprehensive plan for CHS Validation) (U) [REDACTED] (U) Attorney General's Guidelines Regarding the Use of FBI Confidential Human Sources, dated December 13, 2006. (U) Attorney General's Guidelines for Domestic FBI Operations, dated December 1, 2008. (U) FBI Domestic Investigations and Operations Guide, dated December 16, 2008.	
7. Purpose: (U) To promulgate the CHS Validation Standards Manual (CHSVSM).	
8. Policy Statement: 1. (U//FOUO) All FBI employees, detailees, contractors, task force officers, and others responsible for performing CHS Validation activities in furtherance of the mission of the FBI shall comply with the policies and procedures contained in the CHSVSM, which is consistent with the laws, rules and regulations governing FBI investigations, operations, programs and activities. 2. (U//FOUO) All Special Agents, professional staff, detailees, contractors, task force officers and others responsible for performing CHS Validation activities in furtherance of the mission of the FBI shall successfully complete all assigned training courses derived from the AGG-Dom, the DIOG, and the CHSVSM. 3. (U//FOUO) All updates and modifications to the CHSVSM shall be coordinated by the DI Division Policy Officer (DPO), the Corporate Policy Office, Resource Planning Office, and approved internally by the DI Assistant Director. 4. (U//FOUO) Unless otherwise specifically stated in the AGG-Dom, DIOG or FBI policy, SACs may delegate, as appropriate, approval authorities for CHS Validation activities as described in the CHSVSM.	
9. Scope: (U//FOUO) These standards and the policy contained in the CHSVSM apply to all FBI employees, detailees, contractors, task force officers, and others responsible for performing CHS Validation activities in furtherance of the mission of the FBI.	
10. Proponent: (U) Assistant Director, Directorate of Intelligence (U) Federal Bureau of Investigation	
11. Roles and Responsibilities: 1. (U) FBIHQ Assistant Director (AD) DI through Validation Program Managers 1.1. (U//FOUO) Must approve all updates to the CHSVSM upon coordination through the FBI policy cycle. 1.2. (U//FOUO) Must coordinate DOJ approval of updates to the CHSVSM. 1.3. (U//FOUO) Must promulgate and update, as necessary, a program implementation guide which supplements the DIOG. The program implementation guide, and any updates thereto, must be	

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- approved by the Executive Assistant Director having oversight over the program upon coordination through the FBI policy cycle.
- 1.4. (U//FOUO) Must coordinate the development of CHSVSM training and set employee course completion deadlines (if applicable).
 - 1.5. (U//FOUO) In consultation with the Office of the General Counsel (OGC), must submit update requests to the policies and procedures contained in the CHSVSM to the Corporate Policy Office (CPO) for coordination.
 - 1.6. (U//FOUO) In consultation with the Office of Integrity and Compliance (OIC), must develop [redacted] to ensure employee compliance with the policy and procedures contained in the CHSVSM.
2. (U) FBI Employees, Detailees, Contractors, Task Force Officers and Others
- 2.1. (U//FOUO) Must comply with the policies and procedures contained in the CHSVSM.
 - 2.2. (U//FOUO) Must timely and successfully complete all assigned training courses derived from the policies and procedures contained in the CHSVSM.
3. (U) FBIHQ and Field Division Heads and Supervisors
- 3.1. (U//FOUO) Must ensure their employees implement the policies and procedures contained in the CHSVSM.
 - 3.2. (U//FOUO) Must promptly assign CHSVSM training courses to their employees and ensure their employees timely and successfully complete the assigned training courses.
 - 3.3. (U//FOUO) Must monitor employee compliance with the policies and procedures contained in the CHSVSM.
4. (U) CPO
- 4.1. (U//FOUO) Must maintain the most current version of the CHSVSM on its website, coordinate modification requests to the CHSVSM, and update the CHSVSM as such requests are approved.
 - 4.2. (U//FOUO) Must develop and maintain a centralized portal for employee feedback of the policies and procedures contained in the CHSVSM.
5. (U) FBIHQ and Field Office Training Coordinators
- 5.1. (U//FOUO) Must monitor timely and successful completion of CHSVSM training courses for all employees in their respective FBIHQ and Field Divisions (if applicable).
 - 5.2. (U//FOUO) Must provide training tracking information to the DI Division Policy Officer (DPO) on a regular basis to be determined by the DI DPO.
6. (U) OGC
- 6.1. (U//FOUO) Must ensure the CHSVSM is in compliance with the AGG-Dom, the DIOG and all applicable legal authorities governing FBI investigations, operations, programs and activities.
 - 6.2. (U//FOUO) Must review all requested modifications to the policies and procedures contained in the CHSVSM.
7. (U) Inspection Division
- 7.1. (U//FOUO) Must update all inspection auditing and monitoring policies and procedures to ensure appropriate oversight of the implementation of the CHSVSM.
8. (U) OIC
- 8.1. (U//FOUO) Must review all requested modifications to the policies and procedures contained in the CHSVSM to ensure compliance with laws, rules and regulations governing FBI investigations, operations, programs and activities.
 - 8.2. (U//FOUO) In coordination with DI AD and Validation Program Managers, must facilitate the development of [redacted] to ensure employee compliance with the policy and procedures contained in the CHSVSM.
9. (U//FOUO) For additional, detailed roles and responsibilities associated with the laws, rules and regulations, including the policies and procedures contained within the CHSVSM, governing FBI investigations, operations, programs, and activities, see Section 5 of the CHSVSM.

12. Exemptions:

(U) None

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13. Supersession:

(U//FOUO) *Confidential Human Source Validation Standards Manual*, dated August 31, 2007.

14. References, Key Words, and Links:

(U//FOUO) See *Confidential Human Source Validation Standards Manual*, Appendix G.

(U) [REDACTED]

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(U) *Attorney General's Guidelines Regarding the Use of FBI Confidential Human Sources*, dated December 13, 2006.

(U) *Attorney General's Guidelines for Domestic FBI Operations*, dated December 1, 2008.

(U) *FBI Domestic Investigations and Operations Guide*, dated December 16, 2008.

15. Definitions:

(U//FOUO) See *Confidential Human Source Validation Standards Manual*, Section 2.

16. Appendices, Attachments, and Forms:

(U//FOUO) *Confidential Human Source Validation Standards Manual*

Final Approval

Name: John S. Pistole

Title: Deputy Director

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