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FEDERAL BUREAU OF INVESTIGATION
CORPORATE POLICY DIRECTIVE

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1. Policy Directive Title.	Civil Rights Policy Implementation Guide
2. Publication Date.	2010-10-18
3. Effective Date.	2010-10-18
4. Review Date.	2013-10-18
5. Primary Strategic Objective. A2-Combat criminal activity that threatens the safety and security of society.	
6. Authorities: Attorney General's Guidelines for Domestic FBI Operations (AGG-Dom), dated December 1, 2008. FBI Domestic Investigations and Operations Guide (DIOG) dated December 16, 2008.	
7. Purpose: To promulgate the <u>Civil Rights Policy Implementation Guide (PG)</u> .	
8. Policy Statement: 1. All FBI employees, detailees, contractors, task force officers, and others responsible for performing criminal investigative operations and intelligence collection activities in furtherance of the mission of the FBI shall comply with the policies and procedures contained in the Civil Rights PG, which is consistent with the laws, rules and regulations governing FBI investigations, operations, programs, and activities. 2. All Special Agents, professional staff, detailees, contractors, task force officers, and others responsible for performing criminal investigative operations and intelligence collection 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 Civil Rights PG. 3. All updates and modifications to the Civil Rights PG shall be coordinated by the Division Policy Officer (DPO), the Corporate Policy Office, Resource Planning Office, and approved internally by the Criminal Investigative Division Assistant Director. 4. Unless otherwise specifically stated in the AGG-Dom, DIOG or FBI policy, SACs may delegate, as appropriate, approval authorities for authorized investigative operations and intelligence collection activities and methods as described in the DIOG and the Civil Rights PG.	
9. Scope: This directive and the policies and procedures contained in the Civil Rights PG apply to all FBI employees, detailees, contractors, task force officers, and others responsible for performing criminal investigations.	

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10. Proponent:

Assistant Director, Criminal Investigative Division
Federal Bureau of Investigation

11. Roles and Responsibilities:

1. FBIHQ Assistant Director (AD) Criminal Investigative Division and Operational Program Managers
 - 1.1. Must promulgate and update, as necessary, a program implementation guide which supplements the DIOG. The program implementation guides, and any updates thereto, must be approved by the Executive Assistant Director having oversight over the program upon coordination through the FBI policy cycle.
 - 1.2. In consultation with the Office of General Counsel, must submit update requests to the policies and procedures contained in the Civil Rights PG to the Corporate Policy Office for coordination.
 - 1.3. In consultation with the Office of Integrity and Compliance, must develop monitoring mechanisms to ensure employee compliance with the policy and procedures contained in the Civil Rights PG.
2. FBI Employees, Detailees, Contractors, Task Force Officers, and Others
 - 2.1. Must comply with the policies and procedures contained in the Civil Rights PG.
 - 2.3. Must timely and successfully complete all assigned training courses derived from the policies and procedures contained in the DIOG and Civil Rights PG.
3. FBIHQ and Field Division Heads and Supervisors
 - 3.1. Must ensure their employees implement the policies and procedures contained in the DIOG and Civil Rights PG.
 - 3.2. Must promptly assign DIOG and Civil Rights PG training courses to their employees and ensure their employees timely and successfully complete the assigned training courses.
 - 3.3. Must monitor employee compliance with the policies and procedures contained in the DIOG.
4. AD Criminal Investigative Division
 - 4.1. Must approve all updates to the Civil Rights PG upon coordination through the FBI policy cycle.
 - 4.2. Must coordinate DOJ approval of updates to the DIOG Classified Annex.
 - 4.3. Must coordinate the development of Civil Rights PG training and set employee course completion deadlines (if applicable).
5. Corporate Policy Office (CPO)
 - 5.1. Must maintain the most current version of the PG on its website, coordinate modification requests to the Civil Rights PG, and update the Civil Rights PG as such requests are approved.
 - 5.2. Must develop and maintain a centralized portal for employee feedback of the policies and procedures contained in the Civil Rights PG.
6. FBIHQ and Field Office Training Coordinators
 - 6.1. Must monitor timely and successful completion of PG training courses for all employees in their respective FBIHQ and Field Divisions (if applicable).
 - 6.2. Must provide training tracking information to the Division Policy Officer (DPO) on a regular basis to be determined by the DPO.
7. General Counsel - National Security Law Branch (NSLB)
 - 7.1. Must ensure the PG is in compliance with the AGG-Dom, the DIOG and all applicable legal authorities governing FBI investigations, operations, programs, and activities.
 - 7.2. Must review all requested modifications to the policies and procedures contained in the Civil Rights PG.
8. Inspection Division
 - 8.1. Must update all inspection auditing and monitoring policies and procedures to ensure appropriate

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oversight of the implementation of the Civil Rights PG.

9. Office of Integrity and Compliance

9.1. Must review all requested modifications to the policies and procedures contained in the ___ PG to ensure compliance with laws, rules and regulations governing FBI investigations, operations, programs, and activities.

9.2. In coordination with AD Criminal Investigative Division and Operational Program Managers, must facilitate the development of monitoring mechanisms to ensure employee compliance with the policy and procedures contained in the Civil Rights PG.

For additional, detailed roles and responsibilities associated with the laws, rules and regulations, including the policies and procedures contained within the Civil Rights PG, governing FBI investigations, operations, programs, and activities, see Section 1 and 2 of the Civil Rights PG.

12. Exemptions:

None

13. Supersession:

Civil Rights Program Manual – 07/31/2007; Civil Rights Program Reference Guide – 03/2006; Civil Rights Program Performance Measures – 8/17/2005; EC – 66-HQ-A1343001-C Administrative Procedures Reporting Requirements Policy Changes – 5/19/2005; EC – 319W-HQ-A1487699-CID, DOJ, Civil Rights Division, Criminal Section, Paralegal/Investigators Initiative – 5/17/2006

14. References, Key Words, and Links:

See Appendix G in the Civil Rights PG

15. Definitions:

See Appendix G in the Civil Rights PG

16. Appendices, Attachments, and Forms:

Appendix A: Sources of Additional Information

Appendix B: CRP Classifications and Federal Statutes

Appendix C: Suggested Questions for Human Trafficking Assessments and Predicated Investigations

Appendix D: Suggested Questions for FACE Assessments and Predicated Investigations

Appendix E: Statutes Associated with Civil Rights Investigations

Appendix F: Contact Information

Appendix G: Key Words and Acronyms

Appendix H: Superseded Documents

Final Approval

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Title: Executive Assistant Director

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