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	66F-LS-A66869		242	
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	[REDACTED]		173	b7A
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	281-SJ-C37321		36	
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	245K-MP-C55044		283	
	[REDACTED]		70	
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To:	ALL FIELD OFFICES	From:	CRIMINAL INVESTIGATIVE	
Author:	[REDACTED]	Approver:	ASHLEY GRANT D	b6
Topic:	TO REITERATE CASE INITIATION AND REPORTING			b7C
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Precedence: ROUTINE

Date: 08/20/2003

To: All Field Offices

Attn: All ADICs

All SACs

All OC Squad Supervisors

/14/2011

FBIHQ, Manuals Desk

From: Criminal Investigative
Organized Crime Section, Rm 3012
Contact: Section Chief WK Williams [REDACTED]

Approved By: Ashley Grant D [REDACTED]

Williams WK [REDACTED]

Drafted By: [REDACTED] paer

Case ID #: 66F-HQ-A1246974-G
66F-HQ-C1384970

Title: ORGANIZED CRIME PROGRAM - CASE
INITIATION CRITERIA AND REPORTING
REQUIREMENTS FOR ORGANIZED CRIME
INVESTIGATIONS

Synopsis: To reiterate case initiation and reporting
requirements for all organized crime investigations.

Details: THE FBI STRATEGIC PLAN

The "FBI Strategic Plan: "1998-2003" was developed to focus the FBI's investigative and national security programs on definitive and identifiable results. According to the strategy, the FBI has a responsibility and an obligation to assess the major Organized Crime (OC) problems facing the United States (U.S.) and to develop proactive programs that seek to diminish the most serious OC threats. The strategic plan calls for the FBI to [REDACTED]

[REDACTED] The FBI objectives in OC investigations are [REDACTED]

[REDACTED] The OC section has identified the following OC organizations as national priorities: La Cosa Nostra, Italian Organized Crime, Asian Criminal Enterprises, Eurasian Criminal Enterprises, and African Criminal Enterprises.

CRITERIA FOR CASE INITIATION.

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In order for FBIHQ to ensure that organized crime investigations are compatible with the requirements of the FBI Strategic Plan, the following are criteria for initiating FBI organized crime investigations:

1) The SAC, or the SAC's designee, may authorize the opening of any organized crime investigation involving an organization, or affiliate, identified on the OCTL as a priority. The opening communication should clearly identify the organized crime threat organization and articulate the nature of the relationship of the subjects of the investigation to the threat organization.

2) The SAC, or the SAC's designee, may authorize the opening of any organized crime investigation involving an organization not on the OCTL if the organization is a significant national or international organization. The opening communication should clearly describe the national scope of the targeted organization and articulate the nature of the relationship of the subjects of the investigation to the target organization.

3) The SAC, or the SAC's designee, may authorize the opening of any organized crime investigation involving a local organization, cell, group or individual which, if targeted, is anticipated to lead to a significant national or international organization or to an organization identified on the organized crime threat list. The opening communication should specifically explain how the investigation is expected to lead to a significant national or international organization or organization on the organized crime threat list as well as clearly describe the national scope of the intended organizational target.

4) The SAC, or the SAC's designee, may authorize the opening of any organized crime investigation involving an organization which is significant in size, violence, or with significant impact on the local community and will not divert a significant amount of office resources from ongoing investigations linked to the OCTL. The opening communication should specifically describe the impact of the organization on the local community and should include a statement which indicates that resources will not be diverted from investigations linked to the OCTL.

Field divisions with any element of an organization which is identified on the OCTL, and operating within their respective territories, will be expected to prioritize their organized crime investigative resources to adequately address the problem.

REPORTING REQUIREMENTS FOR ORGANIZED CRIME INVESTIGATIONS

REPORTING CASE INITIATIONS

All OC case investigation opening ECs must be uploaded into the Automated Case Support (ACS) System with an administrative lead set for the appropriate supervising OC unit

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at FBIHQ. ECs to open OC investigations should include the following information:

- 1) identify and summarize the pertinent background information on the organization and the significance to the national OC priorities;
- 2) identify and summarize the predicate racketeering offenses conducted by the organization; the method of their operations; the scope of the organization;
- 3) identify and summarize the pertinent background information of known subjects, to include their relationship to the organization;
- 4) identify and summarize the money laundering activities and the details of the illicit proceeds obtained by the organization;
- 5) identify and summarize any corruption issues involving this organization;
- 6) identify and summarize the methods of communication the organization utilizes to circumvent law enforcement investigation including foreign language capabilities;
- 7) identify and summarize [redacted] any anticipated international travel; any FBIHQ involvement [redacted]
- 8) summarize the investigative plan and objectives for the next 180 days; identify and summarize the capabilities of LE to infiltrate this organization through source development, sensitive investigative techniques, intelligence community reporting, [redacted] or any other overt/covert investigative techniques; and,
- 9) identify and summarize the sources of the case opening criteria (REIs, confidential sources, historical case information, referrals, etc);

All opening ECs must be uploaded into ACS with an Administrative Lead set for the appropriate supervising unit at FBIHQ.

REPORTING INVESTIGATIVE PROGRESS

Implementation of the Strategic Plan has placed a greater emphasis on program management by FBIHQ supervisors to ensure that organizations on the OCTL are adequately addressed and FBI's OC resources are properly being utilized. In order to accomplish this, periodic reporting requirements are necessary to advise FBIHQ of the progress of ongoing investigations and any significant case developments. To fulfill these requirements for FBIHQ, and to keep the impact of additional reporting requirements on the workloads of all case agents to a minimum, one of the following procedures may be followed to satisfy case reporting requirements:

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1) During the course of any investigation, there are numerous, routinely prepared case documents which either provide an investigative summary or document significant developments in the investigation. The reporting requirement to FBIHQ may be satisfied by uploading such documents with an administrative lead set for the appropriate supervising OC unit at FBIHQ. Documents of interest to FBIHQ for program management would include:

a) ECs or other documents containing case summaries or significant case developments;

b) [REDACTED]

c) ECs (operational plans) prepared [REDACTED]

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d) Prosecutive reports or informal case progress reports to the U.S. Attorney's Office;

e) ECs authorizing pen registers or requesting Elsur checks in anticipation of Title III coverage;

f) Legat leads;

g) Official press releases;

h) Case status reports prepared for the management of the assisting agencies in joint investigations; and,

i) Case-closing ECs to summarize the adjudication of the investigation.

2) Significant developments in investigations which should be brought to the attention of FBIHQ include the following:

a) significant arrests;

b) significant search warrants;

c) significant seizures of contraband or money;

d) significant changes in the direction of the investigation;

e) anticipated complaints, indictments, informations, and court dispositions.

3) If no significant development has occurred in the investigation for a 180-day period or FBIHQ has not been advised through ACS of a summary communication or significant development for a 180-day period, a summary EC must then be prepared advising FBIHQ of the status of the investigation and the planned investigative activity for the next 180 days. If no investigative activity has occurred during two consecutive 180-day periods, FBIHQ will recommend closing unless strong

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justification is provided for the investigation to remain pending.

The case initiation EC and all subsequent progress or closing communications must be disseminated to all offices and/or Legats with an investigative interest. Communications directed to Legats must designate copies for the OC Section, CID, and the appropriate section in the Office of International Operations.

LEAD(s):

Set Lead 1: (Adm)

ALL RECEIVING OFFICES

All organized crime personnel should be advised of the contents of this communication.

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