

FEDERAL BUREAU OF INVESTIGATION

Precedence: ROUTINE

Date: 03/15/2007

To: San Francisco

✓From: San Francisco

Contact: SSA [redacted]

Approved By: [redacted]

Drafted By: [redacted]

Case ID #: 800A-SF-136738-SAR - 3

Title: GOALS AND OBJECTIVES

02/18/2007 - 08/20/2007

Synopsis: The goals and objectives for the [redacted]
[redacted] are outlined in this communication.

Details: [redacted] is San Francisco's [redacted]
[redacted] with investigative jurisdiction for the
entire San Francisco Division. The squad consists of [redacted]
Supervisory Special Agent, [redacted] Special Agents, [redacted] Task Force
officers and [redacted] Support Services Technician. The squad is based
in San Francisco headquarters city with Agents and Task Force
Officers sitting in San Francisco and the Oakland and San Jose
Resident Agencies. In addition to [redacted]

[redacted]
[redacted]
[redacted] Both of the Divisions
[redacted]
[redacted]

The purpose of this communication is to set forth set
specific, measurable, and obtainable goals and objectives for
[redacted] for the period 02/18/2007 through 08/20/2007. These
goals and objectives are outlined below:

Goal #1:

[redacted] in the United States and
against U.S. citizens and U.S. interests overseas.

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To: San Francisco From: San Francisco
Re: 800A-SF-136738-SAR, 03/15/2007

Objectives:

Provide [redacted]

b7E

Protect the critical infrastructure and population of Northern California through an effective threat response program along with the establish of critical infrastructure liaison.

Provide a timely response to any and all [redacted] to the San Francisco Division's populace or infrastructure.

b7E

Establish an effective [redacted] Northern California.

Maintain an effective [redacted] of the San Francisco Bay Area.

b7E

Establish an effective [redacted] systems of the area.

Increase [redacted] San Francisco Bay Area.

b7E

Maintain an effective [redacted] within the area.

Participate in [redacted] each year held by either the FBI, [redacted]

b7E

Coordinate closely with San Francisco [redacted] leads

Coordinate training on the new [redacted] for all [redacted] personnel.

b7E

Identify and train additional analysts to serve as the secondary administrators of the [redacted] for the division.

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Identify [redacted] training opportunities for agents and analysts to enhance their ability to [redacted]

b7E

Implement the [redacted]
for [redacted] on the LEO [redacted]

b7E

Develop a protocol for San Francisco Division for [redacted]

Performance Measures:

Resolve all routine [redacted] leads within [redacted]

b7E

Respond to any and all [redacted] which occur within the San Francisco Division, [redacted]

The [redacted] will meet monthly with members of the [redacted]

b7E

The [redacted] will meet monthly with members of the [redacted]

b7E

Attend quarterly meetings with the [redacted] located within the Division's territory.

Attend the quarterly [redacted] personnel.

b7E

Participate in at least [redacted] each year held by either the FBI, [redacted]

Goal #2:

Maintain a productive [redacted] in Northern California.

b7E

Objectives:

To: San Francisco From: San Francisco
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Organize and attend regular meetings with the [redacted]
[redacted]

b7E

Coordinate and prepare training programs for the [redacted]
[redacted]

Support [redacted]
[redacted]

b7E

Attend training designed to improve San Francisco [redacted]
capabilities.

Support Special Events both within the Division and in
other parts of the country as requested by the [redacted]

b7E

Support the [redacted]
[redacted]

Performance Measures:

Will attend bi-monthly meetings between FBI [redacted]
[redacted] Division's territory.

In coordination with [redacted]
[redacted]

b7E

Provide at least [redacted]
[redacted]
Northern California.

Support at least one national training course each year
on [redacted]

Support [redacted]
[redacted]

b7E

Plan and support at least [redacted]
San Francisco Division each year.

Goal #3:

Continue an effective [redacted]
[redacted]

b7E

in Northern California.

To: San Francisco From: San Francisco
Re: 800A-SF-136738-SAR, 03/15/2007

Objectives:

Work with the [redacted] at FBIHQ in order to purchase equipment and supplies necessary to continue the effectiveness of the program in the San Francisco Bay Area.

b7E

Continue the [redacted]

b7E

Establish an efficient response plan [redacted]

Performance Measures:

Prepare an annual budget for submission to [redacted]

b7E

Hold quarterly meetings of the [redacted] presenters during these meetings.

Participate in approximately [redacted]

[redacted] in the Bay Area.

b7E

Meet [redacted]

[redacted] the Northern California area.

Goal #4:

Coordinate and manage an effective and efficient [redacted] for the San Francisco Division.

b7E

Objectives:

Administer the San Francisco Division's [redacted]

[redacted] FBIHQ when necessary.

b7E

Provide training to the San Francisco Division's [redacted] on a regular basis.

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Provide training [redacted]

b7E

[redacted] the FBI's ability to respond and

Assist the [redacted] with the preparation and [redacted] courses within the Division.

b7E

Ensure that all [redacted] are advised of training opportunities both within the Division and those sponsored by the FBI Laboratory Division.

Performance Measures:

Prepare an annual budget for submission to the [redacted] at the FBI Laboratory.

b7E

Conduct quarterly reviews of expenditures in coordination with the San Francisco Division's financial management personnel.

Provide [redacted] training courses each year to [redacted] within the San Francisco Division.

Provide [redacted] training courses to [redacted] from the San Francisco Division's territory.

b7E

Assist the Division's [redacted] with the preparation and implementation of [redacted] courses within the Division.

Attend the annual [redacted] Team Leader Conference with at least [redacted]

b7E

Goal #5:

Coordinate and manage an effective and efficient [redacted] for the San Francisco Division.

b7E

Objectives:

Administer the San Francisco Division's [redacted] by documenting statistics, annual re-certification requirements, preparing the budget, maintaining adequate records of equipment purchases, personnel and reporting these to FBIHQ when necessary.

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Provide job-specific training to the San Francisco
Division's [redacted]

b7E

Facilitate timely equipment calibration and
maintenance.

[redacted]
[redacted]

b7E

Ensure that all [redacted] are advised of training
opportunities both within the Division and those sponsored by the
FBI Laboratory Division.

b7E

[redacted]
[redacted]

Performance Measures:

Prepare annual personnel sheets to document training
and annual recertification requirements.

Facilitate semi-annual equipment calibration and
maintenance of the [redacted]
[redacted] deemed necessary.

b7E

Provide monthly training to [redacted]

Attend at least [redacted]
[redacted] throughout the San Francisco Division's territory.

b7E

Attend the [redacted] Team Leader Conference with the
Assistant Team Leader and Supervisory Special Agent.

Goal #6:

Create, coordinate and manage an effective and
efficient Crisis Management Plan for the San Francisco Division.

Objectives:

To: San Francisco From: San Francisco
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Identify a [redacted] and associated components for the San Francisco Division.

b7E

Coordinate [redacted] training for the San Francisco Division.

b7E

Establish a revamped [redacted] in San Francisco Head Quarters city.

Performance Measures:

Obtain approval of San Francisco [redacted] from the FBIHQ [redacted]

Participate in [redacted] or [redacted]

b7E

Coordinate updated [redacted] training for San Francisco [redacted]

Obtain [redacted] training for key [redacted] personnel.

b7E