



**DEPARTMENT OF THE ARMY**  
HEADQUARTERS, 25TH INFANTRY DIVISION  
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APVG-CG

26 JAN 2023

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: 25th Infantry Division (25ID) Policy Letter #11 – Intelligence Oversight

1. References:

- a. Executive Order (EO) 12333 (United States Intelligence Activities).
- b. Department of Defense Directive (DoDD) 5148.13 (Intelligence Oversight).
- c. DoD Manual (DoDM) 5240.01 (Procedures Governing the Conduct of DoD Intelligence Activities).
- d. Army Regulation (AR) 381-10 (US Army Intelligence Activities).

2. Applicability. This policy applies to 25ID intelligence components and personnel conducting intelligence activities as defined in AR 381-10. 25ID intelligence components include:

- a. G-2 and S-2 offices.
- b. Security offices when carrying out intelligence activities.
- c. Military Intelligence units.
- d. Units conducting intelligence training.
- e. Contractors when conducting intelligence activities.
- f. Any other 25ID entity when conducting intelligence activities.

3. Intent. The intent of this policy is to describe how 25ID will implement intelligence oversight (IO) to ensure the proper conduct of 25ID intelligence activities.

4. Policy. IO is a program designed to enable intelligence components to effectively carry out their authorized missions, while protecting the constitutional rights and privacy of U.S. persons.

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5. Responsibilities.

a. The Assistant Chief of Staff (ACoS), G2 will:

(1) Maintain an IO standard operating procedure (SOP) that describes the proper conduct of intelligence according to law, policy, and regulations. The IO SOP will establish measures necessary to ensure U.S. person information is properly collected, retained, and disseminated according to procedures 2, 3, and 4 of DoDM 5240.01.

(2) Ensure G2 intelligence files are reviewed annually per AR 381-10, paragraph 3-2.

(3) Periodically inspect 25ID intelligence components to ensure compliance with this policy and the 25ID IO SOP.

(4) Provide one intelligence professional to serve as the primary division Intelligence Oversight Officer (IOO), and one to serve as the alternate division IOO. Division IOOs must have experience and rank commensurate with their responsibilities.

b. Commanders/Supervisors of intelligence components will:

(1) Ensure intelligence components adhere to, and intelligence activities are consistent with, the 25ID IO SOP.

(2) Address any unique IO requirements in a separate written policy.

(3) Include intelligence oversight in the organizational inspection program.

(4) Ensure intelligence files are reviewed annually per AR 381-10.

(5) Ensure personnel conducting, supervising, or providing staff oversight of intelligence activities receive IO training according to AR 381-10, paragraph 14-1.

c. Brigade and Battalion commanders of intelligence components will:

(1) Appoint a primary and alternate IOO via an appointment memorandum. IOOs must be an intelligence professional with experience and rank commensurate with their responsibilities and the size of the unit.

(2) Ensure IOOs are granted access to all unit intelligence activities.

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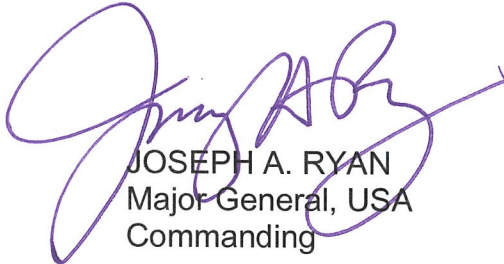
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d. IOOs will:

- (1) Advise commanders and staff on IO policies and procedures.
- (2) Perform duties in accordance with the 25ID IO SOP.
- (3) Deliver tailored unit IO training according to AR 381-10, paragraph 14-1.

6. Reporting Violations or Questionable Activities. Anyone who believes they have knowledge of a violation of any intelligence policy, or of a questionable intelligence activity as defined in AR 381-10, will report this incident immediately through their chain of command to the 25ID IOO or the 25ID Inspector General no later than four business days after identification of the incident. Personnel may also report directly to the Army General Counsel, the DoD General Counsel, the Department of the Army Inspector General, or the DoD Senior Intelligence Oversight Official.

7. Proponent. The 25ID G2X is the proponent for this policy. Questions should be directed to the 25ID G2X at 315-437-1382.



JOSEPH A. RYAN  
Major General, USA  
Commanding

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