

POLICE DEPARTMENT HANOVER PARK, ILLINOIS



DIRECTIVE: 251-P

REFERENCE STANDARDS:

SUBJECT: Terrorism Intelligence

PURPOSE: The purpose of this directive is to document a procedure for police officers to request and report intelligence information should they encounter a suspected terrorist or suspicious activity that may be terrorist related and the protocol to follow when dealing with a subject listed on the F.B.I. Terrorism Watch List.

POLICY: It is the policy of the Hanover Park Police Department to investigate, document, report and share any information related to Homeland Security with other branches of Law Enforcement.

I. DEFINITIONS

Statewide Terrorism & Intelligence Center (STIC)- a joint initiative of the Illinois State Police, the Federal Bureau of Investigations, the Illinois Association of Chiefs of Police, and the Illinois Terrorism Task Force in conjunction with their partners in Illinois' criminal justice community. STIC is located in the Illinois State Police Office of Counter-Terrorism. STIC coordinates the exchange of information between police officers and agents assigned to the FBI's Joint Terrorism Task Force. Analysts will query state and federal databases for information.

Terrorist Screening Center (TSC). The TSC is a component of the Violent Gang Terrorist Organizational File (VGTOF) which provides law enforcement with identifying information about violent criminal gangs and terrorist organizations and members. The records in the VGTOF on terrorist subjects originate from several sources via the National Counterterrorism Center (NCTC). The NCTC funnels information on terrorism subjects to the Terrorist Screening Center (TSC). The TSC has protocols which pertain to contacts made with subjects who are on the F.B.I.'s terrorist watch list.

II. PROCEDURE FOR SUSPECTED TERRORIST RELATED ACTIVITY

- A. A police officer in the course of his/her duties who has reasonable suspicion or criminal predicate to believe a person or a person's activities might be terrorist related shall do the following:
1. Notify DuComm of his/her exact location.
 2. Call for a Secondary unit, notify the on-duty supervisor and proceed with caution.

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3. Gather all available information for the subject and/or vehicle and/or associated persons and/or documents (e.g. Name, DOB, DLN, Passport, Visa, Registration, USDOT, any identification)
4. Run all available information thru local databases such as LEADS, JUST, NCIC, etc..
5. If possible while on scene, contact the Statewide Terrorism & Intelligence Center (STIC) and report the incident. Have all available information from the contact prior to contacting STIC. *See the STIC Officer Request Reference Sheet* (See Appendix A) If not feasible, contact STIC following the contact.
6. STIC will guide the officer thru the process, provide any relevant intelligence information to the officer and make necessary notifications when needed.
7. Take action as needed.
8. Complete an incident offense report documenting the above prior to the end of the tour of duty.

B. The on-duty supervisor will ensure that the following is completed:

1. Ensure that all of the above steps have been completed.
2. Make immediate notification thru the chain of command.
3. Forward copy of report to Command Staff and Crime Analyst

C. Examples of Suspicious Activity are as follows:

1. LEADS/NCIC hit on the name indicating terrorist links
2. Taking or possessing photos of buildings, people or critical infrastructure which may be likely targets.
3. Testing security systems/responder protocols
4. Using fraudulent or stolen identification such as driver's license vehicle registrations or immigration documents.
5. Using surveillance detection or evasive maneuvering techniques
6. Possessing incendiary devices
7. Threatening or assaulting government employees

III. PROTOCOL FOR SUBJECT LISTED ON THE F.B.I. TERRORIST WATCH LIST

A. A police officer in the course of his/her duties may come in contact with an individual listed in

the Terrorist Watch List. This occurs when the individual has been run thru NCIC/LEADS.

1. Notify DuComm of his/her exact location.
2. Call for a Secondary unit, notify the on-duty supervisor and proceed with caution.
3. The NCIC response will contain instructions for the officer to follow and will list a telephone number for the officer to call being 1-(866) 872-9001.
4. TSC will request information from the officer such as full name, date of birth and reason for suspicion of terrorism or cause of the traffic stop, etc.
5. TSC will then confirm a match of the subject and will either call the officer back immediately with further instructions for action to be taken or will contact the Joint Terrorism Task Force to obtain additional information.

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B. TSC assigns Handling Codes that will be provided for the officer on the NCIC response.

- *****DO NOT ADVISE THIS INDIVIDUAL THAT THEY ARE ON A TERRORIST WATCH LIST*****
- It is imperative that the Officer contacting the subject read the caveats and adhere to the NCIC instructions.
- Once information is collected by the contacting Police Officer, the data will then need to be forwarded to the TSC.

1. **HANDLING CODE 1: WARNING APPROACH WITH CAUTION:** This individual is associated with terrorism and is the subject of an arrest warrant, although it may not be retrievable via the searched identifiers. If an arrest warrant for the individual is returned in your search of NCIC, detain the individual pursuant to your department's procedures for dealing with an outstanding warrant and immediately contact the Terrorist Screening Center at (866) 872-9001 for additional direction.
2. **HANDLING CODE 2: WARNING APPROACH WITH CAUTION:** Please detain this individual for a reasonable amount of time for questioning. This individual is of investigative interest to law enforcement regarding association with terrorism. Immediately contact the Terrorist Screening Center at (866) 872-9001 for additional direction.
3. **HANDLING CODE 3: ***DO NOT ALERT THIS INDIVIDUAL TO THIS NOTICE.***** The person queried through this search may be an individual identified by intelligence information as having possible ties with terrorism. Contact the Terrorist Screening Center at (866) 872-9001 for additional identifying information available to assist you in making this determination. **DO NOT ARREST THIS INDIVIDUAL UNLESS THERE IS EVIDENCE OF A VIOLATION OF FEDERAL, STATE, OR LOCAL STATUTES.** Conduct logical investigation using techniques authorized in your jurisdiction and ask probing questions to determine if this individual is identical to the person of law enforcement interest. **WARNING APPROACH WITH CAUTION.**
4. **HANDLING CODE 4: ***DO NOT ALERT THIS INDIVIDUAL TO THIS NOTICE.**** The person queried through this search may be an individual identified by intelligence information as having possible ties with terrorism. Contact the Terrorist Screening Center at (866) 872-9001 for additional identifying information that may be available to assist you in making this determination. **DO NOT ARREST THIS INDIVIDUAL UNLESS THERE IS EVIDENCE OF A VIOLATION OF FEDERAL, STATE, OR LOCAL STATUTES.** Attempt to obtain sufficient identification information to positively identify this individual in a manner consistent with the techniques authorized in your jurisdiction. **WARNING APPROACH WITH CAUTION.**

C. The on-duty supervisor will ensure that the following is completed:

1. Ensure that all of the above steps have been completed.
2. Make immediate notification thru the chain the command.
3. Forward copy of report to Command Staff and Crime Analyst