

## Security and Integrity

Jan P. Lane is the Chief of the Office of Security and Integrity (OSI). In March 2007, the USCIS Director announced the creation of OSI to enhance existing USCIS functions that focus on management integrity, individual integrity, and securing USCIS employees, facilities, information and operations.

Since the establishment of the Office of Security and Integrity (OSI), the office has undertaken a comprehensive review of its functional areas and completed its initial strategic planning process. OSI has reorganized its functions in alignment with the Department of Homeland Security's Office of Security functional areas and lines of business integration and management directives.



In keeping with the Department of Homeland Security's Office of Security business line integration, the head of Office of Security and Integrity (OSI), as the component Chief Security Officer, is organizationally placed at a senior level and included as part of the USCIS strategic leadership team. Further expansion of professional full-time security and investigative personnel at field office locations will provide OSI with the reach and capability to meet its expanded mission requirements and the ability to carry out its significant role in safeguarding the integrity of USCIS' immigration system.

The Office of Security and Integrity (OSI) is staffed with full-time professional federal and contract employees. The Deputy Chief Security Officer (CSO) provides security oversight for more than 220 offices, integrating all core security disciplines; coordinates and develops local security policy and serves as the principal security advisor to senior management. The Deputy CSO leads a team of multi-disciplined security specialists, located nationwide within USCIS' four geographic regions, district offices, service centers and other key facilities.

The USCIS Command Center provides situational awareness, timely information and the USCIS Common Operational Picture to senior leaders and operational managers within USCIS, Department of Homeland Security and across the federal government. USCIS Command Center personnel maintain classified and unclassified communications systems and are on-duty 24 hours a day, seven days a week, responding to internal and external taskings and information sharing as appropriate.

There are seven additional divisions within the Office of Security and Integrity.

The **Physical Security Division** is responsible for establishing active and passive measures designed to prevent unauthorized access to personnel, equipment, facilities, assets and documents and to mitigate the disruption of the USCIS mission. The division is responsible for physical security policy review, development and oversight and provides direct support to USCIS headquarters facilities and to the Regional and Field Security Officers.

The **Personnel Security Division**, headquartered in Burlington, VT, screens all federal and contract employees and applicants for Suitability, Security and National Security Information access in accordance with adjudicative authorities; initiates all background investigations for USCIS federal and contract applicants nationwide and initiates all reinvestigations for current USCIS federal and contract employees.

**The Administrative Security Division:**

- o provides security policy oversight and programs for protecting information received from the intelligence community
- o develops policy, programs and standards to ensure the protection of collateral classified and sensitive but unclassified/controlled and unclassified information
- o manages the internal security counterintelligence program and the operations security program

**The Investigations Division:**

- o receives complaints of alleged USCIS employee misconduct, corruption and fraud
- o plans, organizes and conducts investigations of allegations involving any employee not subject to investigation by the Department of Homeland Security's Office of Inspector General
- o develops investigative procedures and techniques
- o provides policy guidance to investigators and employees assigned to conduct field management inquiries

**The Internal Review Division:**

- o facilitates Government Accountability Office and Office of the Inspector General review of USCIS functions
- o conducts internal reviews of USCIS operations and offices
- o develops and/or monitors Corrective Action Plans for recommendations until completion
- o assesses risks or vulnerabilities within USCIS functions  
manages the Internal Self-Inspection, Tracking and Evaluation program to
- o assess USCIS office compliance with established policies and procedures

The **Policy, Planning and Human Resources and Resource Management Division** provides administrative support to all Office of Security and Integrity staff with responsibility for planning and budgeting functions, internal personnel actions, acquisitions, training, asset management and external communication.

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