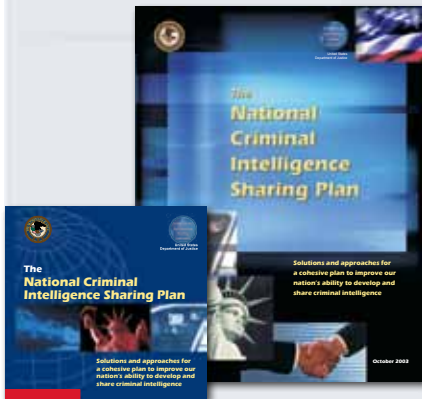




United States
Department of Justice

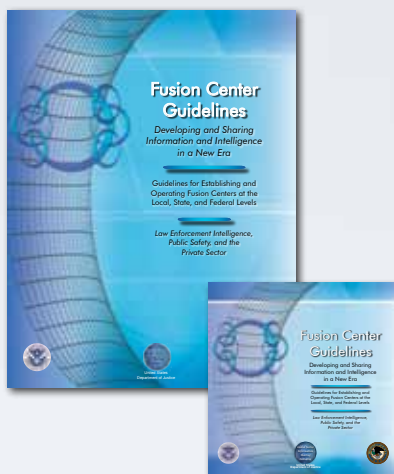
U.S. Department of Justice's Global Products Overview

The U.S. Department of Justice's (DOJ) Global Justice Information Sharing Initiative (Global) promotes standards-based electronic information exchange to provide the justice community with timely, accurate, complete, and accessible information in a secure and trusted environment. Global is a "group of groups" representing over 30 organizations spanning the entire criminal justice spectrum. Global established four working groups—the Criminal Intelligence Coordinating Council/Intelligence Working Group, the Infrastructure/Standards Working Group, the Security Working Group, and the Privacy and Information Quality Working Group—for the purpose of aiding in the successful sharing of information among criminal justice agencies. The four groups have collaborated with various organizations and entities and developed reports, documents, and CDs regarding information sharing in the topic areas of Intelligence, Infrastructure/Standards, Security, and Privacy and Information Quality.



National Criminal Intelligence Sharing Plan (NCISP)

The NCISP and its resource CD provide a comprehensive reference guide that can be used as a blueprint by law enforcement officials to develop or improve their intelligence functions and support their crime-fighting, public safety, and anti-terrorism efforts. The NCISP supports collaboration and fosters an environment in which all levels of law enforcement can work together to improve the safety of the nation. The NCISP includes model policies and guidelines for establishing, managing, or reviewing an agency's intelligence function.



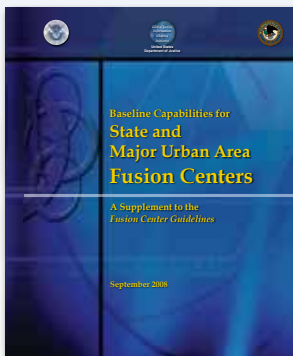
Fusion Center Guidelines

This document (and its associated resource CD) provides a comprehensive set of guidelines to utilize when establishing and operating a fusion center. The guidelines include integration of law enforcement, public safety, and the private sector into fusion centers and utilize the intelligence and fusion processes to develop and exchange information and intelligence among all applicable entities.

Baseline Capabilities for State and Major Urban Area Fusion Centers

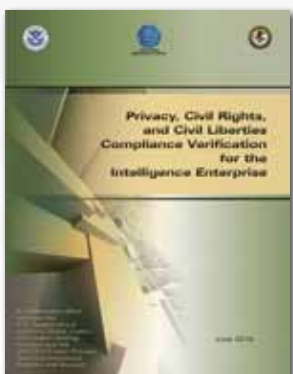
This document identifies the baseline capabilities for fusion centers and the operational guidance necessary to achieve each of the capabilities. The document serves as an addendum to the *Fusion Center Guidelines*. By achieving a baseline level of capability, fusion centers will have the necessary structures, processes, and tools in place to support the gathering, processing, analysis, and dissemination of terrorism, homeland security, and law enforcement information. Associated appendices include:

- *Critical Infrastructure and Key Resources (CIKR) Protection Capabilities for Fusion Centers*
- *Fire Service Integration for Fusion Centers*
- *Health Security: Public Health and Medical Integration for Fusion Centers*



Privacy, Civil Rights, and Civil Liberties Compliance Verification for the Intelligence Enterprise

This document was developed to assist intelligence enterprises in ensuring compliance with all applicable privacy, civil rights, and civil liberties protection laws, regulations, and policies, while sharing intelligence and information needed to safeguard America. Law enforcement agencies should use this resource to conduct periodic assessments of their intelligence enterprise. These assessments will assist in determining whether agency policies and procedures comprehensively address and implement privacy, civil rights, and civil liberties protections.



Navigating Your Agency's Path to Intelligence-Led Policing

This document serves as an overview for implementing the intelligence-led policing (ILP) framework within a law enforcement agency and provides insight regarding the challenges of ILP implementation. Law enforcement executives can use this document as a resource to assist in the successful implementation of the ILP framework within their agency.

Guidelines for Establishing and Operating Gang Intelligence Units and Task Forces

This document provides guidance to agencies seeking to establish, operate, or participate in a gang task force or intelligence unit. The guidelines identified in this document are intended to assist local law enforcement agencies in building the requisite framework for a successful gang task force or intelligence unit.

Minimum Criminal Intelligence Training Standards

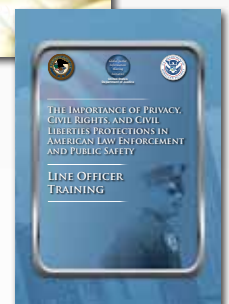
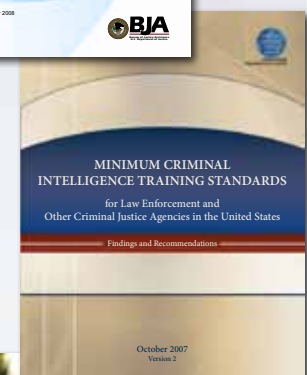
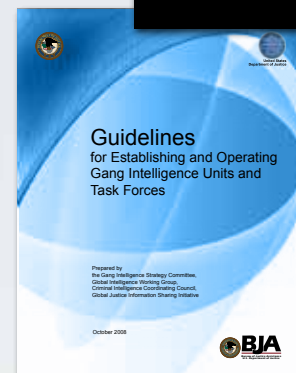
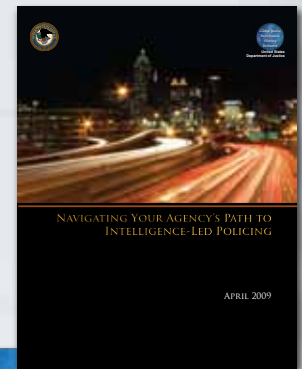
The training standards provide a blueprint for training facilities, law enforcement agencies, and personnel with respect to criminal intelligence training. These are not mandated standards but, rather, a guide for agencies and organizations to develop and/or enhance their intelligence function. The report contains recommended criminal intelligence training standards for six training classifications: Intelligence Analyst, Intelligence Manager, Law Enforcement Executive, General Law Enforcement Officer (Basic Recruit and In-Service), Intelligence Officer/Collector, and Train-the-Trainer. Version 2, published in October 2007, incorporates the Information Sharing Environment (ISE) and fusion center information.

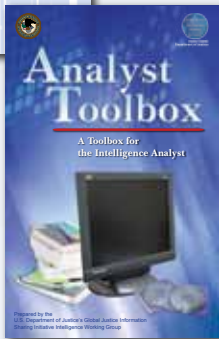
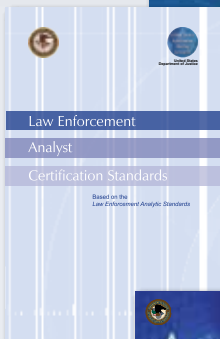
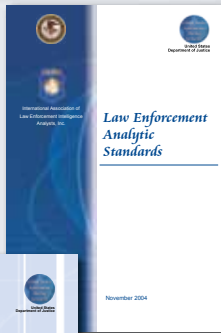
Findings and Recommendations of the Suspicious Activity Report (SAR) Support and Implementation Project

This document was developed to describe the all-crimes approach to gathering, processing, reporting, analyzing, and sharing of suspicious activity (SAR process) by local, state, and tribal law enforcement agencies. The report and its recommendations are important for the establishment of national guidelines that will improve the identification and reporting of suspicious activity and will allow for the timely sharing of SAR information with law enforcement agencies, fusion centers, and Joint Terrorism Task Forces (JTTF).

The Importance of Privacy, Civil Rights, and Civil Liberties Protections in American Law Enforcement and Public Safety training video

This training video assists local, state, and tribal law enforcement line officers in understanding their role in the protection of privacy, civil rights, and civil liberties as they perform their everyday duties. This video may be used during roll call and in-service training, incorporated into agency distance-learning capabilities, and used to complement other agency privacy-related training efforts.





Law Enforcement Analytic Standards

Jointly developed by Global and the International Association of Law Enforcement Intelligence Analysts (IALEIA), the *Law Enforcement Analytic Standards* provide minimum standards for intelligence analysis to ensure intelligence products are accurate, timely, factual, and relevant. The standards apply both to products that result from analysis and to the personnel who create the analytical products.

Law Enforcement Analyst Certification Standards

This document, based on the *Law Enforcement Analytic Standards*, contains recommended standards for intelligence analyst certification programs and the analyst certifying process. The first part of the document provides guidance for agencies and organizations that offer analyst certification, and the second part offers guidance regarding instituting an analyst certification process. The result of applying these standards within an agency or organization will be the institutionalization of the law enforcement analyst as a professional position within the law enforcement field.

Analyst Toolbox

This document, developed as a result of the *National Criminal Intelligence Sharing Plan*, represents the results of extensive Web-based, open source research and a collection of systems that are currently being utilized by local, state, tribal, and federal law enforcement agencies. Agencies may use this toolbox when developing an analytic function to ensure that analysts are adequately equipped to perform their official functions within a law enforcement agency.

Common Competencies for State, Local, and Tribal Intelligence Analysts

Collaboratively developed by the CICC Training Committee and the U.S. Department of Homeland Security State, Local, and Tribal (SLT) Training Working Group, this document identifies common analytic competencies that should be exhibited by state, local, and tribal intelligence analysts working in state or major urban area fusion centers or similar analytic law enforcement entities. These competencies are essential for analysts to effectively perform their job duties and are required in their unique operating environments. A common set of competencies supports better communication, interoperability, information sharing, and collaboration among intelligence and law enforcement professionals at all levels of government.

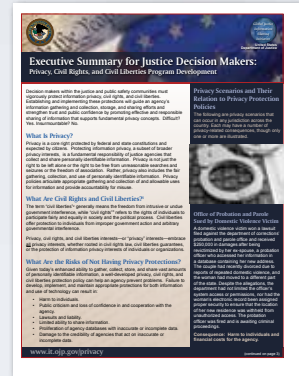
Global Privacy Resources

To support justice agencies in their efforts to implement privacy, civil rights, and civil liberties policies and protections, Global published the *Global Privacy Resources* booklet as a road map to guide justice entities through the diverse privacy policy development and implementation products available today. This user-friendly booklet provides a visual illustration to help agencies determine **which** products to use **when** and **for what purpose** at each stage of an entity's privacy program: (1) Educate and Raise Awareness, (2) Assess Agency Privacy Risks, (3) Develop the Privacy Policy, (4) Perform a Policy Evaluation, (5) Implement and Train, and (6) Conduct an Annual Review.



Executive Summary for Justice Decision Makers: Privacy, Civil Rights, and Civil Liberties Program Development

This executive summary is both an awareness resource for justice executives and an informational tool for training. The easy-to-read flyer is designed to make the case for privacy policy development and underscore the importance of promoting privacy protections within justice agencies. Included is an overview on basic privacy concepts; the intersection between privacy, security, and information quality; privacy risks; and steps to establish privacy protections through a privacy program cycle.



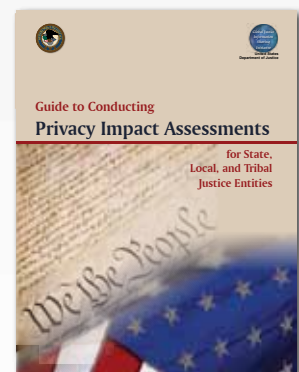
7 Steps to a Privacy, Civil Rights, and Civil Liberties Policy

Designed for both justice executives and agency personnel, this document raises awareness and educates readers on the seven basic steps involved in the preparation for development of a privacy, civil rights, and civil liberties policy (as recommended in the *Privacy, Civil Rights, and Civil Liberties Policy Development Guide for State, Local, and Tribal Justice Entities*). Each step describes the practical tasks associated with preparing for, drafting, and implementing a privacy policy. Also featured is an overview of the core concepts (or chapters) that an agency should address in the written provisions of a privacy policy (as recommended in the *Privacy, Civil Rights, and Civil Liberties Policy Development Template for State, Local, and Tribal Justice Entities*).



Guide to Conducting Privacy Impact Assessments for State, Local, and Tribal Justice Entities (PIA Guide)

Practitioners are provided a framework with which to examine the privacy implications of their information systems and information sharing collaborations so they can design and implement privacy policies to address vulnerabilities identified through the assessment process. Privacy policies emerge as a result of the analysis performed during the Privacy Impact Assessment (PIA) process. This guide includes a template that leads policy developers through a series of appropriate PIA questions that evaluate the process through which information is collected, stored, protected, shared, and managed. PIA questions reflect the same policy concepts as those in the *Privacy, Civil Rights, and Civil Liberties Policy Development Guide for State, Local, and Tribal Justice Entities*, further supporting privacy policy development.



Privacy



Privacy, Civil Rights, and Civil Liberties Policy Development Guide for State, Local, and Tribal Justice Entities (Privacy Guide)

This guidebook is a practical resource for SLT justice practitioners providing well-rounded instruction for the planning, education, development, and implementation of agency privacy protections. It educates readers on foundational privacy concepts, helps to clarify agency information exchanges, provides guidance on how to perform a legal analysis, and includes policy drafting tools, such as a policy template (described next), a glossary, legal citations, and sample policies.



Privacy, Civil Rights, and Civil Liberties Policy Development Template for State, Local, and Tribal Justice Entities (SLT Policy Development Template)

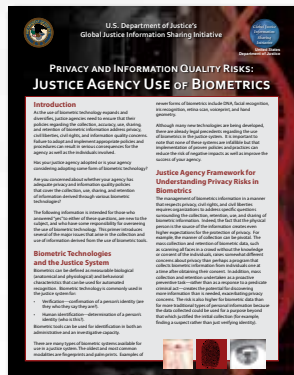
The SLT Policy Development Template, included in the Privacy Guide (described above), is a tool designed specifically to walk policy authors through each step of the policy language drafting process. The policy language (or “provisions”) suggested is grouped according to policy concepts, each representing a fundamental component of a comprehensive policy, including information collection, information quality, collation and analysis, merging, access and disclosure, redress, security, retention and destruction, accountability and enforcement, and training. Sample language is also provided for each recommended provision.



Policy Review Checklist

This checklist provides privacy policy authors, project teams, and agency administrators with a useful tool for evaluating whether the provisions contained within the agency’s privacy policy have adequately satisfied the core concepts recommended in the SLT Policy Development Template (described above). The checklist may be used during the drafting process to check work on the draft policy, during the final review of the policy, or during an annual review to determine areas that may need revisions.

Biometrics



Privacy and Information Quality Risks: Justice Agency Use of Biometrics

A highlight of this primer is the inclusion of two quick-reference charts designed to allow an agency to quickly gauge whether there is or will be a privacy or information quality risk associated with the agency’s biometric procedures—not only at the point of collection but through the entire process. Additionally, the primer provides a synopsis of biometric technologies and their use; summarizes biometric privacy and information quality issues; includes illustrative scenarios; and provides a listing of resources. Finally, readers are referred to an online repository (www.it.ojp.gov/biometricsprivacy) that provides a host of useful biometric privacy resources.

Information Quality

Information Quality: The Foundation for Justice Decision Making

With the rapid proliferation and evolution of new technologies, increased data sharing requires increased responsibility for information quality to ensure sound justice decision making. This fact sheet explores information quality as a multidimensional concept encompassing critical relationships among multiple attributes, such as timeliness, accuracy, and relevancy. Hypothetical scenarios are presented depicting situations of good and poor information quality, as well as suggestions on what agencies can do to improve the quality of their own information systems. Research and resource references are provided for further reading.

9 Elements of an Information Quality Program

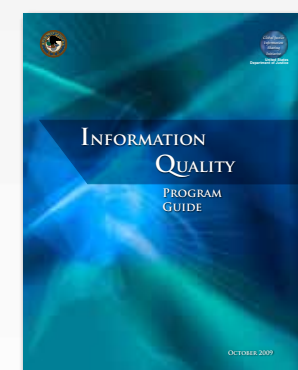
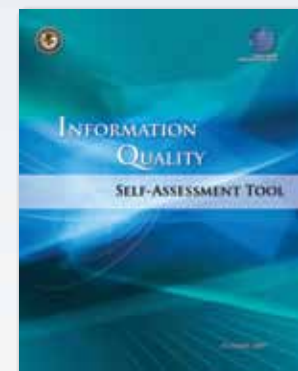
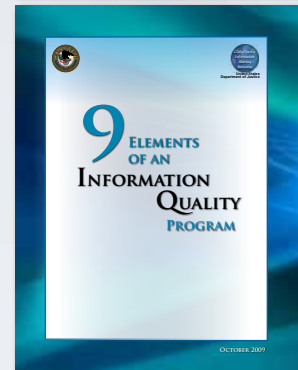
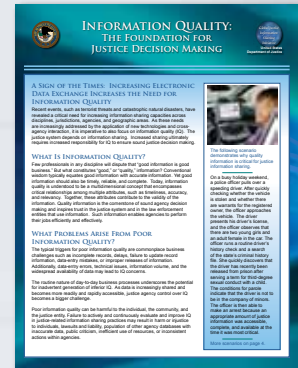
Developed for high-level, managerial, and administrative personnel within an organization, *9 Elements of an Information Quality Program* provides a brief outline of the nine key steps that should be followed when developing and implementing an agency-wide information quality (IQ) program.

Information Quality Self-Assessment Tool

A mandatory step for any agency in developing an agency-wide IQ program is the completion of an information quality self-assessment—the evaluation of agency information and reports associated with justice events. The *Information Quality Self-Assessment Tool* is a self-administered worksheet composed of a matrix of self-assessment questions within a process framework that can be tailored to agency-specific processes. This tool will assist agencies in determining their relative level of information quality and in establishing benchmarks for evaluation, improvement, and accountability.

Information Quality Program Guide

The *Information Quality Program Guide* presents a step approach to help managers of justice information in the development and implementation of an agency-wide IQ program. This guide will lead an agency through incremental steps to help identify the agency's information products, determine what IQ dimensions apply to those information products to ensure their information quality, evaluate whether agency business rules are being met by using the self-assessment tool, and identify what is necessary to fill in the gaps when the agency does not meet those requirements.





Global Reference Architecture—Framework

The *Global Reference Architecture (GRA) Framework* for service-oriented architecture (SOA) provides a comprehensive blueprint for implementing interoperable data sharing services and capabilities. The GRA Framework provides a set of resources for justice interoperability, including specifications, guidelines, and governance documentation.

- Framework
- Guidelines for Identifying and Designing Services
- Service Specification Guideline
- Specification
- Execution Context Guidelines
- ebXML Messaging Service Interaction Profile
- Web Services Service Interaction Profile
- Reliable Secure Web Services Service Interaction Profile
- Information Sharing Enterprise Statement of Participation
- Information Sharing Enterprise Service-Level Agreement

Security



Global Federated Identity and Privilege Management (GFIPM)

This executive summary provides a high-level overview for justice organizations that are looking for ways to provide secure access to information while enabling wide-scale information sharing over the Internet. This resource details the GFIPM framework, which provides mechanisms and tools for implementing a standards-based justice credential. Other GFIPM documents can be found at www.it.ojp.gov.



Applying Security Practices to Justice Information Sharing

Developed to educate justice executives and managers in basic foundational security practices that they can deploy within their enterprise and between multiple enterprises, this document and its companion CD contain background information, overviews of best practices, and guidelines for secure information sharing.



Implementing Privacy Policy in Justice Information Sharing: A Technical Framework

This resource provides a technical framework for implementing privacy policy rules in a form understandable to computers. The technical framework identifies an approach for protecting privacy that can be generally applicable to information sharing and readily implemented using existing information technology architectures, standards, and software tools.

Fusion Centers

The following resources are Global-supported documents, developed and endorsed by Global and its partners.

Fusion Center Technology Guide

This guide provides a methodology for fusion center directors and managers to use to facilitate technology planning and provides a practical perspective on the value of technology as an enabler to the fusion center mission.

Fusion Center Technology Resources Road Map

This document provides guidance on how information, technology infrastructure, applications, performance metrics, and business processes align with the core business capabilities of a fusion center. The document also leverages best practices of enterprise architecture, business process, information flow, and exchange identification to tie together existing fusion center planning and guidance documents.

Defining Fusion Center Technology Business Processes: A Tool for Planning

This document provides a suggested methodology for creating and documenting business processes within a fusion center. It includes templates for both the business process and the capabilities that support the process, to create an effective business process within the center.

Fusion Center Privacy Policy Development: Privacy, Civil Rights, and Civil Liberties Policy Template

This document assists agency/fusion center personnel in developing a privacy policy related to the information the agency/fusion center collects, receives, maintains, archives, accesses, and discloses to agency/fusion center personnel, governmental agencies, other Information Sharing Environment (ISE) participants, and other participating criminal justice and public safety agencies, as well as to private contractors and the general public.





U.S. Department of Justice Information Sharing Initiatives
www.it.ojp.gov

Provides timely and useful information on justice integration and relevant technological developments, with resources focused on leveraging technology to improve the effective exchange of information among members of the justice and public safety community.



National Criminal Intelligence Resource Center
www.ncirc.gov

Serves as a “one-stop shop” for local, state, tribal, and federal law enforcement to keep up with the latest developments in the field of criminal intelligence. This Web site contains information regarding law enforcement intelligence operations and practices.



Nationwide SAR Initiative (NSI)
nsi.ncirc.gov

Assists agencies in developing and increasing the effectiveness of their suspicious activity reporting (SAR) processes and counterterrorism activities and in participating in the NSI. The Web site contains information on relevant topics, such as the NSI Program Management Office (PMO), training, and implementation resources.



National Information Exchange Model
www.niem.gov

Designed to develop, disseminate, and support enterprise-wide information exchange standards and processes that can enable jurisdictions to effectively share critical information in emergency situations, as well as support the day-to-day operations of agencies throughout the nation.



Regional Information Sharing Systems® (RISS)
www.riss.net

The RISS Secure Intranet (RISSNET™) facilitates law enforcement communications and information sharing nationwide. RISS member agency personnel from local, state, tribal, and federal law enforcement agencies have online access to share intelligence and coordinate efforts against criminal networks that operate in many locations across jurisdictional lines.

Resource Order Form

Three Ways to Request Documents

For hard copies of any of the resources detailed in this overview, please complete the form and

- ❶ E-mail to global@iir.com
- ❷ Fax to (850) 422-3529
- ❸ Call (850) 385-0600

Global Resource Order Form

Name: _____

Title: _____

Phone: _____

E-mail: _____

Address: _____

City, State, Zip: _____

INTELLIGENCE	
	National Criminal Intelligence Sharing Plan
	National Criminal Intelligence Sharing Plan Overview CD
	Fusion Center Guidelines: Law Enforcement Intelligence, Public Safety, and the Private Sector
	Fusion Center Guidelines Resource CD
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	Critical Infrastructure and Key Resources (CIKR) Protection Capabilities for Fusion Centers
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	Health Security: Public Health and Medical Integration for Fusion Centers
	Privacy, Civil Rights, and Civil Liberties Compliance Verification for the Intelligence Enterprise
	Navigating Your Agency's Path to Intelligence-Led Policing
	Guidelines for Establishing and Operating Gang Intelligence Units and Task Forces
	Minimum Criminal Intelligence Training Standards for Law Enforcement and Other Criminal Justice Agencies in the United States
	Findings and Recommendations of the Suspicious Activity Report (SAR) Support and Implementation Project
	The Importance of Privacy, Civil Rights, and Civil Liberties Protections in American Law Enforcement and Public Safety training video
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	Law Enforcement Analyst Certification Standards
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About Global—The U.S. Department of Justice’s Global Justice Information Sharing Initiative (Global) serves as a Federal Advisory Committee to the U.S. Attorney General on critical justice information sharing initiatives. Global promotes standards-based electronic information exchange to provide justice and public safety communities with timely, accurate, complete, and accessible information in a secure and trusted environment. Global is administered by the U.S. Department of Justice, Office of Justice Programs, Bureau of Justice Assistance.

For more information on DOJ’s Global and its products, including those referenced in this document, visit www.it.ojp.gov or call (850) 385-0600.

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