

MEMORANDUM OF ACTIVITY

From [REDACTED] was [REDACTED] the NTC [REDACTED] [REDACTED] was assigned work on [REDACTED] Project ([REDACTED] Project)¹. [REDACTED] was already linking persons in TECS to [REDACTED], and had created a Memorandum of Information Received (MOIR)² on [REDACTED] in TECS. [REDACTED] was only supposed to research and document [REDACTED] finding in the Targeting Framework³. [REDACTED] was instructed not to put individuals on the Watchlist, but instead document them for nomination. TECS records were created to identify the nomination while it was being reviewed.

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After a meeting between the NTC, DHS Privacy Office and DHS Office for Civil Rights and Civil Liberties, it was determined that individuals could only be “watchlisted” based on an association with a known or suspected terrorist already “watchlisted” in the TSDB – not based on their affiliation with [REDACTED] (or any [REDACTED] organization).

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When [REDACTED] returned to [REDACTED] continued to do two things. First, [REDACTED] continued to enter subjects into TECS based on their affiliation with [REDACTED]. Second, [REDACTED] continued to enter subjects into TECS under the authority [REDACTED] had been granted while [REDACTED], and referenced the NTC event. Since [REDACTED] left [REDACTED]; however, the [REDACTED] had moved in other directions, and new guidelines had been established. [REDACTED] was unaware of the new protocols and objectives, and entered numerous records into TECS which were not in compliance. During this time, [REDACTED] nominated some individuals to the Watchlist, but [REDACTED] nominations were declined because there were [REDACTED] – only links to the [REDACTED] organization.

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The proper process for a CBP officer to nominate a subject to the Watchlist requires the officer to submit the nomination to his supervisor (GS-13 or above). After reviewing the nomination, the supervisor can forward it to the NTC, or they can refuse to submit it. A CBP supervisor does not have to forward nominations they feel are not worthy of submission. According to [REDACTED] how to create a TECS record for NTC purposes is a Standardized Operating Procedure.

¹ [REDACTED]

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² A Memorandum of Information Received (MOIR) is a TECS record which documents information an officer found, [REDACTED]

³ Targeting Framework is the case management system for the National Targeting Center

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