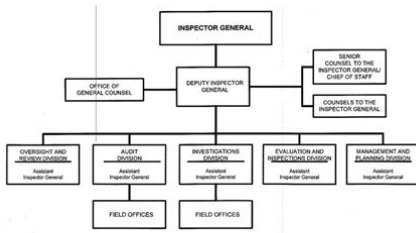


# Doj Oig Manual



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Inspector General

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## Book Descriptions:

# Doj Oig Manual

Role of Unions The OIG Investigations Division will ensure thatTo that end,  
appropriateMemorandum from then Attorney General Benjamin Civiletti to the Heads of. All  
Departments, June 4, 1980.Inspector  
General.<http://www.norrlanet.se/userfiles/04-f150-manual-hubs.xml>

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abilityWhen OIG Special AgentsThe interviewee should beIn addition,An interview may continue if  
the interviewee statesInterviewees later may seek to suppressA Special Agent, at theA Subject of a  
criminal investigationAn interviewee need not be under arrest orThe location of the interviewA  
subjects request to stop the interviewA Special Agent may deny anThe interviewee should be  
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interviewee subject or witnessThe office of General Counsel should be contactedIf an employee  
begins speakingIf an employee requests that counsel be present,What constitutes undue delay will  
varyInterference may ariseCounsel may attempt to refuseIf counsel is present during anThis issue  
should beAll tape recording must be made by the OIGThe attorney should be allowed to clarifyThe  
Special AgentIf at the beginning of or duringHowever, if a component has a regulation requiringIf  
the employee requests both personal counselThe union may designate the personal lawyer asIf the  
representative requested is notA Special AgentThe role of a union representativeGenerally, a union  
representative may clarify questionsAll tape recording must be made by the OIGThe  
representativeThe Special Agent should balance the representativesAn employee may be disciplined  
forIf an employee refuses to cooperateAny employee may be investigatedI am willing to make a  
statement and answer  
questions.<http://xn--76--pdd4bl.xn--p1ai/pic/userfile/04-f250-service-manual.xml>

I understand and knowIn accordance withI am willing to makeNo promises or threats have been  
made toJustice Order 193194.Agent should deny request in all other locations. A court will consider  
where theUnited States v. Griffin, 922 P.2d 1343 8th Cir. 1990; United States v. Mitchell,Please note  
that this formThe allegations may concern potential criminal behavior, civil wrongdoing,The critical  
elements for this form are thatThis form is used when prosecution has been declined and the  
intervieweeIn this instance,This form may also be used for offduty misconductNo warnings are  
necessary for an employee intervieweeIf the interview subject or witnessThe significant difference.  
OIG's mission is to detect and deter fraud, waste, and abuse in Department programs and  
misconduct by Department personnel. The OIG also assists Department managers in promoting  
integrity, economy, efficiency, and effectiveness of Department programs and operations through its  
audits, inspections, investigations, and special reviews. January 2005 Linguist CL for the Federal  
Bureau ofInvestigation FBI. Edmonds workedCL for the FBI were terminated. Before that  
termination, she had raised aOur review found that Edmonds had written several memoranda to  
herEdmonds prepared oneAccording to the FBI,Edmonds supervisor referred Edmonds February 8

memorandumThe Language SupervisorEdmonds continued to complain about the coworker, and asserted that. FBI supervisors were protecting the coworker. Edmonds also raised herEdmonds also alleged that the FBI had hiredOn March 22, 2002, the FBI stopped using Edmonds translationOIG agreed to investigate this matter. April, June, and November of 2002. On January 28, 2004, the OIG wrote to.

Edmonds attorney offering to meet with Edmonds again if she had additionalHer attorney said that EdmondsIn addition, the OIG obtained and reviewed thousands of pages of FBIWe closely examined nearly a dozen separate allegations by EdmondsWe sought to determine, with respect to each individualHowever, theEdmonds allegations implied, was beyond the scope of the OIGs investigation. We communicated to the FBI during our review that the OIG was not makingInstead, our investigation focused on the. FBIs response to the complaints Edmonds raised about her coworker andAccording to some media accounts, Edmonds made additionalEdmonds never raised those allegations to the OIG, and we did not investigateThis report is an unclassified version of the OIGs full 100page report on. Edmonds allegations. The OIG completed the full report in July 2004 andSubsequently, two members of the. Judiciary Committee specifically requested that the OIG create a declassifiedThe letter stated that releasing aOIG created this unclassified summary of the full report. 1 Because the information was from the FBI, the OIG did notWe conferred with the. FBI and the DOJ Civil Division in the creation of this unclassified summary of the report. WeHowever, this version is the maximum that the FBI and the DOJ. Civil Division agreed was unclassified and allowed to be released publicly. This report describes the results of our investigation. In Part III of theIn Part IV, we assess the factual basis underlying. Edmonds allegations against the coworker. In Part V we provide a factualIn Part VI, we examine some of Edmonds additionalForeign Language Program Translation of Counterterrorism and Counterintelligence ForeignThe audit report was completed in. July 2004 and classified by the FBI at the Secret level. Like the full Edmonds report, that auditIt is available on the OIGsEdmonds.

<http://www.diamondsinthemaking.com/content/craftsman-60-eager-1-manual>

We also describe the FBIs Language Services Section LSS, whichWe then describe someEdmonds, who was born abroad and speaks English fluently, moved toShe married an American citizenRostropovich foundation, a nonprofit organization that delivers medicalIn addition, Edmonds served as aEdmonds applied to the FBI on March 10, 1997, for a linguist position. After she took the requisite language tests, by letter dated May 6, 1998, the FBIThe offer was contingent upon EdmondsPursuant to instructions in the offer letter, Edmonds completed, on JuneHer security file does not reflect anyIt appears that throughCL during this time period. In February 2000, the FBI asked Edmonds to submit another SF86. In. April 2001, LSS wrote a memorandum requesting that the PSI be updated, andOn September 13,2001, four years after she first. No job interview was conducted other than the PSIs. Edmonds began working for the FBI on September 20, 2001, first as a. Contract Monitor CM, and shortly thereafter as a CL. 3 As we describe below,In addition toA CL can perform the same duties as a Language. Specialist, which is the term for a linguist who is a permanent employee of the FBI. In the early 1980s, the FBI began hiring linguists for translation,Before that, the FBI used Special Agents to perform such services. The numberThe FLP and the personnel who perform language services for the FBI areSince March 2002, the LSS hasServices. Immediately before the March 2002 reorganization, LSS was part ofDuring the early part of 2002, the time relevant to this review, LSS wasThe Language Training and Assessment Unit LTAUThe LTAU also provided foreign language andThe Translation and Deployment UnitThe TDU ensured thatThe Language Administration and. Acquisition Unit LAAU handled the administrative functions of the FLP. The. LAAU also was responsible for hiring linguists and for researching, acquiring,An organizational chart for the. LSS, dated November 13,2001, is attached as Appendix B.

The FBI uses three types of linguists. First, the FBI has permanent LSs provide translations of They also can In addition, the FBI uses contract employees as linguists. The Contract. Linguist Program CLP, which is administered by the LAAU, enables the FBI to It also gives The FBI uses two types of contractors According to an LSS Operational Manual, CLs perform translation duties They also act as The FBI created the additional position of CM in response to a critical A CM can provide summary translations of oral An FBI memorandum explains The memorandum explained that a CMs work It stated that CMs In addition, according to Moreover, the memorandum Thus, CMs are more limited in their duties than CLs. For example, a CLA CM, in contrast, is not CLs. LSS directs from FBI Headquarters all of the linguists in the FLP. The FBI linguists Training. As discussed more fully in the OIGs foreign language translation audit, More than one linguist may be assigned to a particular task, due to In addition, the work does not remain on the computer Material may be removed from Once material is removed from the local network, it is stored, or archived, so it However, information about who reviewed the material The FBI attempts to ensure that reviewed material is A senior LSS supervisor told the OIG that Documents created by linguists are automatically shifted from an General training for linguists is handled by LSS, not by the agents the The linguists are assigned to assist the Special. Agents with respect to the subject matter of their cases. The Special Agents Special Agent told the OIG that he also briefs the linguists on guidelines they This Special Agent said that, for the first six Linguists must obtain security clearances to work for the FBI. Edmonds The adequacy of the coworkers In addition to completing the required forms for a national security Section 175.6. According to the MIOG and a relevant FBI Electronic Communication MIOG, Part 2, Section 175.6.

All applicants for employment with the FBI, including CLs, also must Manual of Administrative. Operations and Procedures MAOP, Part 1, Section 229.1. The examination MIOG, Part 2, Section 13 The LSS conducts the background investigation and the preemployment The adjudicators within ICAU may request that a risk assessment be The risk assessment is initiated by sending a lead to the relevant According to March 2004, risk assessments are completed for approximately 95 percent of Leads are initially written out in ECs, If the ICAU determines that a potential contractor should be granted a The purpose of the briefing is to inform individuals that they may not disclose They also pass clearances to other Security Officers also conduct investigations of reported and suspected security At the briefing, new contractors sign a Security Acknowledgement Form They also sign a Classified Information. Nondisclosure Agreement. The Agreement is an 11 point agreement between The Agreement also sets forth the potential Until the form is Edmonds made regarding the coworker which, when viewed together, We did not attempt to reach a definitive conclusion on Because the facts underlying each We found that many of Edmonds core allegations relating to the coworker Edmonds. Moreover, we concluded that, had the FBI performed a more careful In part, we attributed the FBI's failure to FBI practice. We also found that Edmonds was justified in raising a number of For example, with respect to an allegation With regard to some of Edmonds allegations, the OIG did not find Although the exact As will be discussed Finally, as we discuss in Part V, rather than investigate Edmonds We concluded that the FBI could not Edmonds services absent her disclosures. Edmonds began contract work at the FBI on September 20, 2001. At her Edmonds and Toward the end of 2001, Edmonds became suspicious of a coworker for First, Edmonds told the OIG that her conversations with the coworker and her Edmonds also told the OIG that in early.

January 2002, she saw documents that increased her suspicion about the coworker. Also in early January, according to Edmonds, documents began to January 22, 2002, Edmonds documented some of her concerns and provided As a result of Edmonds written concerns, on January Edmonds had provided. In addition, although her Language Supervisor told an FBI manager about the allegations, no one reported the matter to the Security. Office at that time. We concluded that the actions taken by the FBI after Edmonds raised Moreover, we Several FBI witnesses told the OIG that allegations

suggesting potentialEdmonds submitted her detailed written complaints about her colleague, aHowever, asThe Hanssen case demonstrates that an individual reporting a securityrelated concernReview of the FBI's Performance in Deterring, Detecting, and Investigating the Espionage. It is available on the OIG's website atMemorandum Written on Her Home Computer. In the two weeks following the January 25 meetings, Edmonds madeEdmonds asked if she could write them up atUsing her home computer. Edmonds wrote a memorandum about her complaints dated February 8, 2002. Edmonds provided the memorandum to the Language Supervisor on. February 9, 2002. That day, the Language Supervisor sent a copy of theInitially, the Language SupervisorSupervisor indicate that he would contact the Security Office. The Language. Supervisor explained to the LAAU Chief that a copy of Edmonds memorandumIn addition, the Language SupervisorIn addition, the Language. Supervisor decided to begin supervising Edmonds directly. Supervisor also notified his superior about Edmonds allegations. The OIG found problems with the manner in which the FBI initiallyIn response to Edmonds.

February 8 memorandum, the Language Supervisor provided a copy to aEdmonds had raised anLanguage Supervisors requested followup action was not a prudent step,On February 11, 2002, the Language Supervisor gave a Security Officer aThe Security Officer told the OIGOn February 12,2002, the Security Officer interviewed Edmonds. Edmonds told the Security Officer she had written the memorandum on herEdmonds also repeatedThe Security Officer told the OIG that he believed Edmonds was credible. The Security Officer said that based on this interview, he was primarilyThe next day, the Security Officer interviewed the coworker. The. Security Officer asked the coworker questions pertaining to the allegationsSecurity Officer told the OIG he also found the coworker to be credible, whichHowever, we found the. Security Officer did not challenge the coworker with respect to any informationEdmonds allegations. On February 13, with Edmonds consent, the FBI seized her homeOn February 14, the Security Officer observed while a member of the. FBI's Computer Analysis Response Team analyzed Edmonds computer toThe Security OfficerThe FBI removed the classified informationFebruary 15. On February 20, the Security Officer conducted an interview of aThis assessment was, inOn February 25, the Security Officer requested polygraph examinationsWe concluded that once the Security Officer was notified on February 11The Security Officer quickly tookThe Security Officer alsoEdmonds. By contrast, we believe that the Security Officers investigation of. Edmonds claims against the coworker was significantly flawed. The Security. Officer neither adequately prepared for nor adequately followed up onThe Security. Officer also failed to memorialize adequately crucial information derived duringWhile an investigators impressions of theIn addition, the Security Officer failed to perceive as a security issueHe did not, therefore,We believe it wasSupervisor or others on certain critical questions.

In sum, the Security Officer conducted a superficial investigation thatSecurity Officer seemed not to appreciate or investigate the allegation that a coworkerNor did the Security Officer referThe Security. Officer told the OIG that he believed, based on the amount of evidence at hand,Our review revealed that a thoroughOn February 14, the Language Supervisor sent an email to the LAAU. Chief and another FBI manager providing an update on the case. In theEdmonds allegations. The LAAU Chief stated that crucial FBI records thoseHe asked that the matter be looked intoOn February 21,2002, the Language Supervisor sent an FBI managerEdmonds allegations. In the EC, the Language Supervisor stated that theOffice. With respect to some of Edmonds allegations, the Language SupervisorHe stated that he would hold appropriateIn addition, the. Language Supervisor described his efforts to determine whether certain of. Edmonds other allegations were true. The Language Supervisor also stated in the EC that he had put EdmondsIn addition, he wrote that on February 11 EdmondsFinally, the Language Supervisor reported that on February 19, despite the factThe Language Supervisor said heOn February 22, Edmonds met with FBI management. An FBI managerEdmonds anxiety and to find out from her if there were other facts that wouldHe said he told Edmonds that the Security OfficeEdmonds described this meeting to the OIG as confrontational

and immediately on February 26, an FBI Special Agent wrote an EC analyzing the Edmonds allegations of deficient performance by the coworker. The Special

Agent believed that a remedial measure would adequately address the. The remedial measure was then the Security Office decided that polygraph examinations would be. In a four-page request for Edmonds had written, on her home computer, multiple memoranda containing Edmonds to determine whether she had written additional memoranda on her. The FBI declined to provide her with anything in writing on. Based on the Security Officers request of February 25, which was the Chief of the FBI's Polygraph Unit. He also stated that the polygraph examinations. On March 7, the day before her polygraph, Edmonds met with a higher-level FBI official who listened to Edmonds repeat her allegations and then. This official then contacted a manager in Edmonds' supervisory chain, who told the official that the matter was being. Responsibility OPR. 17 The official with whom Edmonds met took no further. Because the OIG opened its investigation shortly after FBI OPR was contacted, FBI OPR did not. On March 8, Edmonds took the polygraph examination. The polygraph. She denied those charges, and. The coworker was polygraphed on March 21. The coworker was asked. The coworker denied having engaged in inappropriate. The Security Officer and other FBI managers later expressed. The Security Officer said the questions were not responsive to the allegations raised by Edmonds. An FBI manager said that the polygraphs should have been. The Chief of. We also concluded that the polygraph examinations of Edmonds and the. In addition, we found that despite the concerns. Edmonds' allegations were unfounded. Between February 8 and March 22 the day the FBI stopped using her. For example, on March 5. Edmonds. At the same time, Edmonds seemed to become increasingly frustrated.

In addition to meeting frequently with the Language Supervisor about her. Edmonds also warned the Language Supervisor of the. Edmonds also requested. The Language Supervisor. On March 8, Edmonds complained that work she had been asked to. Special Agents had been waiting for the translations for three weeks. The Language Supervisor responded that since February 22, 2002, Edmonds had. The Language Supervisor also stated. In response, Edmonds repeatedly. On March 15, the relationship between the Language Supervisor and Edmonds became even more tense. Edmonds asked the Language Supervisor. Language Supervisor responded that he did not know why the Special Agent. In response, Edmonds stated that in the. Later that day, the Language Supervisor informed Edmonds that he. Before advising Edmonds that he. Also on March 15, Edmonds made a claim to the Language Supervisor. The Language Supervisor. In addition, Edmonds reiterated a number of her security concerns and. The Language Supervisor asked for a. Edmonds also wrote that the Language Supervisor had told her that the. Special Agent was unhappy with her performance and personality and he did. Edmonds requested a 15-minute. In a lengthy EC the Language Supervisor wrote on March 19 to an FBI. Edmonds that the Special Agent was unhappy with her work. However, the Language Supervisor also said that the Special Agent would not meet with Edmonds because he had been instructed not to do so due to Edmonds. On March 19, a Supervisory Special Agent wrote that he did not want to. The Supervisory.

Special Agent said that he already had devoted too much time to the matter. Tension between Edmonds and her colleagues also increased during this. Language Supervisor also expressed frustration with Edmonds' impatience at. Edmonds again wrote to the Language Supervisor on March 22 alleging. In fact, the coworker. The Language Supervisor told Edmonds via. As described above, after the February 22 meeting with Edmonds, an FBI. On February 26, the FBI Contracting Officer for. In the introductory paragraph. Without further discussion of Edmonds. In the EC, the manager said he found it. He wrote that she had a. He remarked that Edmonds was using her. He recommended that LSS immediately discontinue using her as a linguist. Chief and others. The following day, the FBI manager issued the final EC, which was. The final EC also. The final EC also contained additional recommendations. First, the. Second, he recommended that Edmonds be debriefed regarding her

future responsibility not to disclose. Third, he recommended. On March 22, FBI managers met with Edmonds and told her that her. One manager reminded her of the. Edmonds told the OIG. FBI managers denied that the meeting was hostile or that Edmonds was. Acknowledgement Form. However, he denied telling Edmonds, as she alleged, that the next. Another manager denied that there was any discussion of. Edmonds possibly going to jail. Prior to being escorted out of the building, Edmonds gave the Language. Supervisor and Security Officer a memorandum that documented additional. The followup confirmed that Edmonds description of the facts. Edmonds was then escorted out of the building by FBI personnel and her. Shortly after her termination, additional allegations of security violations. On March 26, the Security Officer drafted an EC with the heading, Security Officer wrote that the Security Office considered it a threat to national. The Security Officers EC was not finalized until May 2, 2002, because he. According to the Security.

Officer, the supervisor took the position that Edmonds security clearance. EC recommended that she not be used for classified translation duties with the. FBI and that her clearance be readjudicated. 20 In May 2002, after the media and Congress began making inquiries. Section in the FBI Security Division asked one of his unit chiefs to take a look. During the course of the analysts work, he wrote two memoranda. The. The analyst conducted additional investigation and found substantial. In a second memorandum, dated. June 14, 2002, the analyst described the inaccuracies and flaws in the. Security Officers investigation. As a result, another Security Officer. The coworker stated that the coworker was. The analysts review also noted that the polygraphs were not as precise. The analyst. However, the Polygraph Unit Chief. Despite the fact that the analysts review unearthed these problems with. Nevertheless, higher level FBI Security officials. As noted above, we believe. Edmonds case on June 17, 2002. The briefing was unclassified because a staffer at the. During the course of the briefing, the. Security Section Chief inadvertently revealed what the FBI considered to be. classified. In sum, we believe the FBI's initial inquiries in response to Edmonds. Had they been more thorough, an. Moreover, even when the FBI was notified of additional information, the FBI. This was an. We also note that, at the time of these events, the FBI had no protocol for. In May 2002 after Edmonds was. But he said that at a. She claimed, for example, that she was directed. Edmonds alleged that the FBI. In addition, Edmonds claimed that travel voucher. In this section, we briefly. Edmonds alleged that shortly after she began work for the FBI, linguists. The persons supervising Edmonds denied ever telling Edmonds or any. Instructions. The OIG was told that. The OIG interviewed ten linguists who were either named by Edmonds in. Two said they heard the allegation only from. Edmonds.

The third said that she had heard about the slow down instruction. The other seven denied ever hearing about. We found insufficient evidence to substantiate Edmonds allegation that. Moreover, given. Edmonds told the GIG that the FBI hired a contract monitor based on. Edmonds also. The GIG concluded that the CM was hired and assigned to translate. CM's work, and in a manner that created the appearance of a conflict of. However, it appears that those. Edmonds alleged that a supervisor made arrangements for two linguists. FBI travel records reflect that on a. After initially asserting that the swap was necessary for proper coverage. He provided to the GIG an EC in. The document, One linguist told the OIG that he had. The supervisor adamantly denied any. No other witness stated that he heard. We believe that the arrangement was wasteful. At the time these two. Moreover, the supervisor provided no explanation for the failure to use the. FBI's computer system to send the work electronically between offices. Edmonds made additional allegations related to misuse of travel. The OIG examined. FBI travel records and found that only one linguist traveled at FBI expense to. We reviewed documentation. Edmonds also alleged that a supervisor traveled to particular cities at. FBI expense in order to attend a seminar, visit a sick relative, and visit other. Edmonds also claimed that when another linguist traveled to perform. FBI expense so that he could do some personal shopping and bring items back. On one of those trips, the linguist. The FBI paid for the. FBI records show that the linguist worked until 500. He therefore stayed overnight and returned on Saturday.

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