



Florida Fish and Wildlife Conservation Commission
Division of Law Enforcement

LAW ENFORCEMENT INTELLIGENCE

GENERAL ORDER	EFFECTIVE DATE	RESCINDS/AMENDS	APPLICABILITY
58	June 09, 2020	September 2, 2014	All Members

References

28 CFR Part 23, Intelligence Unit Standard Operating Procedures Manual; CFA 19.01M, 19.02M

1 POLICY

- A** The Division's Intelligence Unit was established for the specific purpose of keeping agency members informed of actual or suspected organized criminal activity that has or is likely to occur and affect Florida's citizens and natural resources.
- B** It is the policy of the FWC Division of Law Enforcement to provide its members with guidelines, assistance and principles for the collection, analysis, and distribution of intelligence information.
- C** It is the policy of the FWC Division of Law Enforcement to gather information directed toward specific individuals or organizations where there is established criminal predicate or identifiable threat to the community or the natural resources of the state, and to collect information with due respect for an individual's civil rights and disseminate it only to a requester who has a specific *Need-to-Know* or *Right-to-Know*, as defined in the Intelligence Unit Standard Operating Procedures Manual, Section V (B).
- D** While criminal intelligence duties and tasks may be assigned to specific personnel within the Division, all members are responsible for reporting information that may help identify criminal conspirators and perpetrators.
- E** The policy contained herein is intended to remain at all times consistent with the current language of 28 CFR Part 23.
- F Definitions**
 - (1) Criminal Intelligence** – Information collected by members relating to an identifiable person, group of persons, vehicle, vessel, location, or business in an effort to anticipate, prevent, or monitor possible criminal activity.
 - (2) Reasonable Suspicion or Criminal Predicate** is established when information exists which establishes sufficient facts to give a trained law enforcement or criminal investigative agency officer, investigator, or employee a basis to believe that there is a reasonable possibility that an individual or organization is involved in a definable criminal activity or enterprise
 - (3) Strategic Intelligence** – Information concerning existing patterns or emerging trends of

criminal activity designed to assist in criminal apprehension and crime control strategies, for both short- and long-term investigative goals.

- (4) **Tactical Intelligence** – Information regarding a specific criminal event that can be used immediately by operational units to further a criminal investigation, plan tactical operations and provide for officer safety.
- (5) **Threshold for Criminal Intelligence** – The threshold for collecting information and producing criminal intelligence shall be the “reasonable suspicion” standard in 28 CFR Part 23.

2 RESPONSIBILITIES

A The Division will:

- (1) Adopt procedures for the prevention and suppression of criminal activities.
- (2) Ensure all sworn members have the proper training to effectively report and receive information.
- (3) Fully cooperate in criminal investigations and intelligence operations.

B Responsibilities of sworn members:

- (1) Gather and report information in support of the intelligence function in a timely manner.
- (2) Information designated for use by the Intelligence Unit should be referred to the Intelligence Unit using the designated reporting measures.
- (3) Take the necessary law enforcement action, if so warranted.
- (4) Report intelligence-related activities/information and joint operations to the appropriate Regional Intelligence Officer (RIO) to be submitted in the quarterly report.
- (5) Anyone sending an email with intelligence or related information should begin the subject line of the email with the words “Intel Exempt.”

C Responsibilities of the Intelligence Unit include, but are not limited to, the following:

- (1) Assist sworn members with collecting information and “connecting the dots,” if applicable.
- (2) Manage information as outlined in the Intelligence Unit Standard Operation Procedures Manual.
- (3) Receive, analyze and disseminate intelligence.
- (4) Review and analyze external sources of information to ensure the intelligence information collected is limited to actual or suspected criminal conduct or that it relates to activities that present a threat to our communities and natural resources of the state.
- (5) Develop and maintain up-to-date intelligence to include updating the Intel Portal, maintaining stolen boat data and providing trend analysis yearly.
- (6) Arrange for dissemination of information and intelligence as appropriate.
- (7) Recognize and report trends around the state.
- (8) Disseminate tactical intelligence in a timely manner.
- (9) Provide intelligence support to sworn members.
- (10) Assist federal, state and local law enforcement agencies.
- (11) Coordinate with the Training Section to provide specialized training regarding intelligence for Division members.

- (12) Ensure that the statewide intelligence system complies with all applicable state and federal regulations.

D Responsibilities of the Regional Intelligence Officer (RIO):

- (1) Primary contact for field officers in assigned region for requesting intelligence.
- (2) Conduct outreach and maintain contact with federal, state, regional, and local intelligence and investigative units to ensure effective and efficient collection, assessment, and sharing of intelligence and information.
- (3) Provide a quarterly intelligence report to the Intelligence Unit in Tallahassee as specified in the Intelligence Unit Standard Operating Procedures Manual.
- (4) Provide training, as requested, to the regions detailing each member's role in the intelligence process.
- (5) Coordinate local intelligence with the FWC Investigations Section.
- (6) Keep local chain-of-command informed of intelligence and information.

3 PROCEDURES

A Criminal intelligence and information shall be submitted in one of the following formats.

- (1) Complete the Field Intelligence Support Form electronically on the Intelligence Portal.
- (2) Complete the Criminal Intelligence Report (FWC/DLE-622) and send it to the appropriate RIO.
- (3) Email the FWC Intelligence Unit at intel@myfwc.com.
- (4) Report the information through the appropriate Regional Communication Center as a Signal 14 India.
- (5) Report the Information to the Regional Intelligence Officer (RIO).
- (6) Complete the MCT Field Intelligence Report.

B Intelligence Portal

- (1) The Intelligence Portal serves as a resource for members to submit information to the Intelligence Unit. Additionally, the Intelligence portal is designed to allow members unrestricted access to current and archived Intelligence Bulletins, BOLOs, and Signal 14 India information as it pertains to specific regions.

C Notification Development – Sources of information can be obtained from many different areas.

- (1) Types of information include, but are not limited to:
 - (a) Commercial resource poaching.
 - (b) Habitual resource poaching.
 - (c) Captive wildlife violations.
 - (d) Vessel theft/fraud.
 - (e) Violations of protected species regulations and laws.
 - (f) Narcotic violations.
 - (g) Economic/financial crimes relating to resource violations.
 - (h) Economic/financial crimes relating to vessel theft/fraud.
 - (i) Fraud.

- (j) Criminal organization.
 - (k) Maritime security.
 - (l) Domestic security.
 - (m) Dignitary protection.
 - (n) Smuggling.
 - (o) Suspicious vehicles, vessels, persons and activities.
 - (p) Recent trends noticed that affect patrol operations such as changes in fishing, hunting, trespassing behaviors.
 - (q) Environmental crimes.
 - (r) Intelligence relating to the import and export of fish and wildlife into and out of Florida.
- (2) Sources of information include, but are not limited to:
- (a) Citizens – suspects, witnesses, complainants.
 - (b) Federal, state, and local law enforcement agencies/officers.
 - (c) Non-law enforcement government agencies.
 - (d) Media.
 - (e) Electronic sources.
 - (f) Intelligence groups.
 - (g) Observations.

D Security Level Classification Dissemination Criteria Release Authority

- (1) Information retained in the Investigative Database is classified in order to protect sources, investigations and the individual's right to privacy. Classification also indicates the internal approval which is required prior to the release of the information to persons outside the Division.
- (2) The classification of information and intelligence is subject to continual change. The passage of time, the conclusion of investigations, and other factors may affect the security classification assigned to particular documents. Documents within the intelligence files should be reviewed on an ongoing basis to ascertain whether a higher or lesser degree of document security is required to ensure that information is released only when and if appropriate.
- (3) Members who hold a security clearance issued by a federal agency (e.g. Federal Bureau of Investigation (FBI) or the Department of Homeland Security (DHS)) will handle classified information in accordance with the regulations of the agency that issued the clearance and applicable United States law.
- (4) **FWC Law Enforcement Sensitive (FWCLES)**
 - (a) Information pertaining to significant criminal activity currently under investigation or
 - (b) Informant identification information or
 - (c) Intelligence reports which require strict dissemination and release criteria.
 - (d) Dissemination is restricted to FWC law enforcement personnel having a specific need-to-know and right-to-know; as determined by an Intelligence Officer.
 - 1. **"Right-to-know" Requestor** has official capacity and statutory authority to the information being sought.

2. **"Need-to-know"** Requested information is pertinent and necessary to the requestor in initiating, furthering, or completing an investigation.

(5) Law Enforcement Sensitive (LES)

- (a) Criminal intelligence reports not designated as FWC law enforcement sensitive or
- (b) Information obtained through intelligence section channels that is not classified as FWC law enforcement sensitive and is for law enforcement use only.
- (c) Dissemination is restricted to law enforcement personnel.

(6) For Official Use Only (FOUO)

- (a) Reports that, at an earlier date, were classified FWC law enforcement sensitive or law enforcement sensitive and the need for high-level security no longer exists or
- (b) Non-confidential information prepared for/by law enforcement agencies.
- (c) Dissemination restriction is the same as for LES; however, release is limited to select individuals as determined by an Intelligence Officer.

(7) Public

- (a) Civic-related information to which, in its original form, the general public has access (i.e., public records) or
- (b) Media information (i.e., public reports, newspapers and magazine).
- (c) No formal restrictions for dissemination.

(8) Release Authority: Release of all evaluated intelligence products will be at the discretion of a designated Intelligence Officer.

4 FORMS

FORM NUMBER	FORM TITLE
FWC/DLE-045	Incident Summary Report