

22 May 2003

Military Intelligence
Processing Walk-Ins

***This regulation supersedes USAREUR Regulation 381-22, 17 May 1999.**

For the CG, USAREUR/7A:

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Summary. This regulation pertains to handling and processing walk-ins of intelligence interest. The policy in this regulation was previously published in USAREUR Regulation 381-22.

Applicability. This regulation applies to USAREUR major subordinate and tenant commands (AE Reg 10-5, app A) and the United States Army Installation Management Agency, Europe Region Office.

Supplementation. Commanders will not supplement this regulation without USAREUR G2 (AEAGB-SAD-CI) approval.

Forms. AE and higher-level forms are available through the Army in Europe Publishing System (AEPUBS).

Records Management. Records created as a result of processes prescribed by this regulation must be identified, maintained, and disposed of according to AR 25-400-2. Record titles and descriptions are available on the Army Records Information Management System website at <https://www.arims.army.mil>.

Suggested Improvements. The proponent of this regulation is the USAREUR G2 (AEAGB-SAD-CI, DSN 370-6756/6667). Users may suggest improvements to this regulation by sending DA Form 2028 to the USAREUR G2 (AEAGB-SAD-CI), Unit 29351, APO AE 09014-9351.

Distribution. B (AEPUBS).

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1. PURPOSE

This regulation establishes policy, procedures, responsibilities, and guidance for handling and processing walk-ins.

2. REFERENCES

- a. AR 25-400-2, The Army Records Information Management System (ARIMS).
- b. AR 381-12, Subversion and Espionage Directed Against the U.S. Army (SAEDA).
- c. AR 381-20, The Army Counterintelligence Program.
- d. AR 381-47, (S) US Army Offensive Counterespionage Activities (U).
- e. Director of Central Intelligence Directive (DCID) 4/1, Intelligence Programs and Budgets.
- f. DCID 5/1, Coordination of US Clandestine Foreign Intelligence Activities Abroad.

3. EXPLANATION OF ABBREVIATIONS AND TERMS

a. Abbreviations.

66th MI Gp	66th Military Intelligence Group
CI	counterintelligence
DCID	Director of Central Intelligence directive
DSN	Defense Switched Network
FIS	foreign intelligence service
G2	Deputy Chief of Staff, G2, USAREUR
HUMINT	human intelligence
MI	military intelligence
MP	military police
POC	point of contact
SCO	USAREUR Subcontrol Office, Office of the G2, HQ USAREUR/7A
STU-III	secure telephone unit, third generation
U.S.	United States

b. Terms.

asylum seeker

A person who has departed his or her country of nationality or habitual residence and who is unable to return to that country because of a well-founded fear of being persecuted for reasons of race, religion, nationality, membership in a particular social group, or political opinion; who does not possess another citizenship; and who has not acquired resident status in the country of present domicile.

defector

A person who unlawfully and voluntarily leaves control of a country that has views contrary to those of the United States and allows him- or herself to come under the control of U.S. authorities.

walk-in

A person who voluntarily contacts a U.S. Army person or facility in person in writing, by telephone, or through another person or agency in order to provide information of significant value to the United States; or a disaffected person (one who is discontent and resentful, especially against authority) who presents him- or herself to a U.S. installation in a foreign country and who appears willing to accept recruitment in place or requests asylum or assistance in escaping from the control of his or her government.

NOTE: Persons defined above may fall into more than one category.

4. RESPONSIBILITIES

a. Commanders of USAREUR major subordinate and tenant commands (AE Reg 10-5, app A) and area support groups will publish unit procedures for handling walk-ins. These procedures must meet the requirements in this regulation. Commanders should consult their local 66th Military Intelligence Group (66th MI Gp) representative when implementing walk-in procedures.

NOTE: Local conditions in each command (for example, at locations where no U.S. Army intelligence units are available) may require variations to some procedures.

b. The 66th MI Gp will--

- (1) Publish specific procedures for military intelligence (MI) detachments on handling and processing walk-ins.
- (2) Respond immediately to requests from units for assistance in handling and processing walk-ins.
- (3) Coordinate with other U.S. intelligence activities as appropriate.
- (4) Ensure walk-ins are processed quickly and in a proper manner.

(5) Immediately notify the Office of the G2, HQ USAREUR/7A, when a walk-in of importance contacts U.S. personnel (AEAGB-SAD-CI (DSN 370-6756/6667 during duty hours, DSN 370-6802 after duty hours)). Walk-ins of importance include those who have perishable information or information concerning immediate threats to the United States or the U.S. Forces.

c. The USAREUR Subcontrol Office (SCO), Office of the G2, will--

- (1) Serve as the POC for counterintelligence (CI) agents and human intelligence (HUMINT) collectors to report walk-ins in the European theater.
- (2) Serve as the sole link between MI detachments and the United States intelligence community.

d. MI representatives will be responsible for processing and interviewing walk-ins.

5. REPORTING WALK-IN CONTACTS

a. Unit Contact. Units contacted by a walk-in will immediately call the nearest MI detachment or military police (MP) station.

b. Individual Contact. Individuals contacted by a walk-in will refer the walk-in to the nearest MI detachment or MP station.

c. Written Contact. Units and individuals contacted by a walk-in through notes, letters, or other written material will provide the material to the nearest MI or MP representatives.

d. Entry-Control-Point Contact. Personnel controlling installation access (MP, contract guard, host-nation guard) who are contacted by a walk-in will notify the responsible MP desk and request assistance. The MP desk will send an MP patrol to the entry-control point. After performing a cursory search of the individual and his or her belongings, the MP will transport the individual to the MP station. On arrival at the station, the individual will be isolated in a room not accessible to the general public. The MP will notify the servicing MI detachment of the walk-in and allow the MI detachment to debrief the walk-in. The MP will not attempt to gather information from the individual.

6. PROCESSING WALK-INS

a. The least possible delay should occur before a CI agent or HUMINT collector assigned to an MI detachment or unit interviews the walk-in. Delays in processing a walk-in could cause the walk-in to change his or her mind about revealing valuable information.

b. Foreign intelligence services (FISs) may use walk-ins to infiltrate U.S. security, test U.S. procedures for handling walk-ins, and determine U.S. intelligence requirements. For this reason, personnel processing walk-ins should--

(1) Limit the walk-in's exposure to U.S. facilities, personnel, activities, and information.

(2) Limit discussions about walk-ins to "need to know" individuals. The information the walk-in provides must be guarded and classified appropriately. (As a minimum, any report produced from a walk-in source should be classified Confidential).

(3) Ensure telephone conversations about walk-ins are made using secure lines.

(4) Never tell walk-ins that someone "from intelligence" will talk to them. Walk-ins should be told that an appropriate individual will talk to them. Walk-ins who specifically request contact with U.S. or Allied intelligence services should be told that attempts will be made to contact the appropriate intelligence representative. The walk-in will not be told that an intelligence representative is not available.

(5) Not provide names, office designations, or other information about CI or HUMINT interviewers.

7. INTERVIEWING WALK-INS

a. General.

(1) Based on the availability of resources, the MI detachment operations officer will determine whether a CI agent or a HUMINT collector will conduct interviews of walk-ins. Personnel who are not CI agents or HUMINT collectors may only ask walk-ins for their name and their reason for contacting the unit or individual.

(2) No walk-in of intelligence interest will be turned away without an interview by a CI agent or a HUMINT collector, regardless of how unusual the walk-in's statements may be. Walk-ins, especially those with information on terrorism or the infrastructure and security forces of foreign nations, can help determine the security threat these nations present to the United States.

(3) When possible, interviews will be held in secure locations. Personnel interviewing walk-ins must be aware that the walk-in may be acting on behalf of an FIS or may be under the surveillance or scrutiny of an FIS.

b. Walk-Ins of Intelligence Interest. If the walk-in has intelligence information and is a defector, plans to defect, or intends to leave the country in the immediate future, the MI detachment operations officer will ensure that a HUMINT collector conducts a full debriefing of the walk-in after the initial report is taken from the walk-in. The MI detachment will immediately notify the USAREUR SCO for handling instructions.

(1) During duty hours, MI detachments may contact the USAREUR SCO.

(2) During non-duty hours, MI detachments may contact the G2 Liaison Officer at the USAREUR Operations Center (DSN STU-III 370-6802, civ (06221) 57-6802).

NOTE: The MI detachment will immediately notify the servicing criminal investigation division (CID) unit and the Office of the Provost Marshal, HQ USAREUR/7A (DSN 381-8112, civ 0621-730-8112), if information collected calls for an immediate law-enforcement or force-protection response.

c. Walk-Ins of No Intelligence Interest.

(1) If the walk-in has no intelligence information and does not intend to leave the country in the near future, MI detachments will--

- (a) Report the walk-in by secure telephone to the USAREUR SCO within 24 hours.
- (b) Provide a walk-in message within 3 workdays.

(2) Walk-ins volunteering information on criminal activities that is not of intelligence value will be referred to the appropriate U.S. Government or host-nation agency. If the walk-in refuses referral, the information will be obtained from the walk-in and immediately forwarded to the appropriate U.S. Government or host-nation agency.

(3) If a walk-in is seeking asylum, the MI detachment will immediately contact the USAREUR G2 (AEAGB-SAD-CI) for disposition instructions (DSN 370-6756/6667 during duty hours, DSN 370-6802 during non-duty hours).

d. Documents and Equipment.

(1) Documents and equipment of intelligence interest provided by walk-ins during interviews will be safeguarded and preserved for possible technical exploitation. Units will maintain custody records for items provided by walk-ins.

(2) Items relating to criminal activities will be provided to host-nation authorities at their request or if they take possession of the walk-in. The chain of custody must be maintained for these items.

e. Follow-Up Contact. MI detachment representatives will arrange to re-contact the walk-in on the following day. This allows the interviewer time to conduct necessary coordination and obtain further instructions.

8. HOST-NATION NOTIFICATION

a. Units will not notify host-nation authorities of the presence of a walk-in. The USAREUR G2 (AEAGB-SAD-CI) will make the notification or approve notification by other entities.

(1) Host-nation authorities who learn of the presence of a walk-in at a U.S. facility will not be denied access to or control of the walk-in and associated documents and equipment.

(2) If the walk-in requests to be put in contact with host-nation authorities, the unit will notify the USAREUR G2 (AEAGB-SAD-CI, DSN 370-6667/6756).

b. If host-nation authorities request access to a walk-in, the U.S. representative will--

(1) Ask why the request is being made.

(2) Obtain approval from the Special Activities Division, Office of the G2 (DSN 370-6667 during duty hours, DSN 370-6802 after duty hours), before allowing access.