

MEMO# 17858

August 4, 2004

FEDERAL BUREAU OF INVESTIGATION AND DEPARTMENT OF HOMELAND SECURITY SUSPICIOUS ACTIVITY REPORTING CRITERIA

[17858] August 4, 2004 TO: PRIMARY CONTACTS - MEMBER COMPLEX No. 75-04 BOARD OF GOVERNORS No. 51-04 CEOS TECHNOLOGY ADVISORY COMMITTEE No. 21-04 BCP SUBCOMMITTEE SMALL FUNDS COMMITTEE No. 44-04 OPERATIONS COMMITTEE No. 16-04 SEC RULES COMMITTEE No. 68-04 RE: FEDERAL BUREAU OF INVESTIGATION AND DEPARTMENT OF HOMELAND SECURITY SUSPICIOUS ACTIVITY REPORTING CRITERIA As explained in a memorandum sent to you earlier this week¹, the Institute will send you any information it receives that may assist in the protection of your organization against terrorist activity. As such, attached is a joint Federal Bureau of Investigation (FBI) and Department of Homeland Security memorandum that provides contact information for reporting suspicious or criminal activity to your local FBI Joint Terrorism Task Force and the Homeland Security Operations Center or the National Infrastructure Coordination Center. Additionally, the memorandum provides a list of the elements each suspicious activity report should contain as well as a sample of the types of suspicious activities potentially indicative of pre-operational terrorist planning. If you or members of your organization have questions, please contact Don Boteler (202- 326-5845) or Peter Salmon (202-326-5869) at the Institute. Lawrence R. Maffia Executive Vice President & COO Attachment (in .pdf format) Note: Not all recipients receive the attachment. To obtain a copy of the attachment, please visit our members website (<http://members.ici.org>) and search for memo 17858, or call the ICI Library at (202) 326-8304 and request the attachment for memo 17858. ¹ See Institute Memorandum No. 17856 to Primary Contacts - Member Complex No. 74-04, Board of Governors No. 50-04, CEOs, Technology Advisory Committee No. 20-04, BCP Subcommittee, Small Funds Committee No. 43-04, Operations Committee No. 15-04 and SEC Rules Committee No. 67-04, dated August 3, 2004.