

Addendum 1:

CONDUCT INVESTIGATIONS (60%)

- Independently obtain and develop investigative leads utilizing different methods (informants, sources of information, fragmentary evidence, referrals, public records, etc.) conduct investigations, gather and disseminate intelligence, evidence and information relating to ICE program activities by effectively utilizing interrogation, debriefing and other means of information collection in order to expose criminal acts and/or obtain prosecution under U.S. and Salvadoran Law.
- Identify, cultivate and manage confidential informants.
- Prioritize investigative pursuits in support of the ERO Security Alliance for Fugitive Enforcement (SAFE) task-force to identify, locate and apprehend subjects named in criminal arrest warrants and are present in the United States or Central American Region as fugitives and without appropriate migratory status. Investigations will also focus coordination efforts to direct their removal to EI Salvador and provide sufficient time to conduct appropriate enforcement actions with the Central National Police, Attorney General's Office, courts, jails, prisons and other justice institutions, as appropriate.
- Other investigations could target transnational organized crime networks, alien smuggling, extra-territorial prosecution, aliens engaged in narcotics trafficking, sham marriages, documented false claims to U.S. citizenship, fraudulent adoptions (child trafficking), and visa fraud.
- When required, conduct investigations as part of coordinated multi-national and multi-agency investigative operation.
- Serve as an advisor to the ICE Country Attache, Assistant Attache and personnel from other posts on investigative issues, provide recommendations on the full range of ICE investigations, and deliver continuity to investigations and operations.
- Prepare detailed written reports related to investigative findings which will be used in court proceedings for the prosecution of criminal violations in the U.S. and El Salvador. Ensure that these reports are accurate and are written to an acceptable law enforcement standard. Disseminate information to appropriate ICE offices, entities, systems and databases.

REMOVAL/REPATRIATIONS MANAGEMENT AND COORDINATION (25%)

- Conduct investigations, interview witnesses, obtain criminal history and other documentary information within AOR for ICE Chief Counsels, Officers and Agents relating to aliens in removal proceedings with the purpose of sustaining charges of deportability and relating to the verification of identity.
- Develop investigative strategies and solutions for removal and other immigration related challenges, present tentative decisions and solutions for supervisor's approval.
- Provide coordination and support to ICE Air Operation repatriation missions conducted in El Salvador. Interact with all Salvadoran repatriation institutions and International Airport authorities in order to distribute flight itineraries, vet passenger manifests, and support ICE Air Operations and field offices in logistical planning.
- Bi-laterally coordinate sensitive "High Profile Removal" cases which often require transfers of custody of dangerous subjects with arrest warrants to host government police institutions.
- Coordinate with Assistant Attache for Removals primarily for all activities relating to removals from the United States traveling transiting through the Area of Responsibility (AOR).
- Bi-laterally coordinate removals of medical cases needing immediate or long-term care management.
- Establish, cultivate and maintain relationships with the different GOES agencies and other Federal and local U.S. enforcement agencies that will facilitate and allow ICE to pursue its investigative and repatriations mission.

DEVELOP AND CONDUCT CERTIFIED FORENSIC DOCUMENT TRAINING (10%)

- Receive law-enforcement sensitive, forensic and specialty document training from the ICE Homeland Security Investigations Forensic Laboratory (HSI-FL) (which is accredited by the American Society of Crime Laboratory Directors/Laboratory Accreditation Board (ASCLD/LAB) and covers documents as issued by USCIS, CBP, US Department of State and U.S. Social Security Administration.
- Achieve proficiency and certification to provide this forensic training and conduct courses that support the HSI-FL training objectives and availability of its specialty resource.
- Consult with the managers and supervisors of private sector (airlines, transportation companies) and public sector (host

government law enforcement, immigration and diplomatic officials, etc.) institutions who investigate claims of identity, nationality, citizenship, residency and travel to assess training needs and develop programs to match specific needs for respective personnel.

- Continually evaluate training methods and materials to maintain and improve course effectiveness and update curriculum as needed.

- Document training sessions and identify real-world applications of training leading to successful implementation.

LIAISON ACTIVITIES/MISCELLANEOUS (5%)

- When required, interprets/translates information for ICE and other post officials.

- Reviews and analyzes host country statutes and drafts reports for ICE management personnel.

- Escorts high ranking officials of the U.S. and foreign governments.

- Advise superiors of new, emerging, and potentially adverse situations. Takes steps to prevent or minimize unwarranted and unfavorable criticism of ICE.

- Performs other duties as assigned.

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