

*Maryland-National Capital Park Police  
Prince George's County Division*

**DIVISION DIRECTIVE**

TITLE <b>LIAISON/NOTIFICATION OF FEDERAL LAW ENFORCEMENT AGENCIES</b>			PROCEDURE NUMBER <b>PG405.3</b>
SECTION <b>Operational Procedures</b>	DISTRIBUTION <b>A</b>	EFFECTIVE DATE <b>06/15/04</b>	REVIEW DATE <b>06/15/06</b>
REPLACES <b>PG405.3 "Liaison/Notification Of Federal Law Enforcement Agencies", issued 05/01/02</b>			
RELATED DIRECTIVES <b>PG405.0, 405.1, 406.0</b>	REFERENCES <b>CALEA 2, 46</b>	AUTHORITY <b>Commander Larry M. Brownlee, Sr.- Division Chief</b>	

**I. PURPOSE**

The purpose of the directive is to facilitate effective cooperation and liaison between members of this Division, the United States Secret Service, the Bureau of Alcohol, Tobacco and Firearms, and other Federal Law Enforcement Agencies.

**II. POLICY**

It will be the policy of this Division to foster effective cooperation between this Division and Federal Law Enforcement Agencies whenever circumstances indicate that such cooperation would be appropriate.

**III. LIAISON/NOTIFICATION WITH FEDERAL LAW ENFORCEMENT AGENCIES**

**A. United States Secret Service**

The following guidelines have been supplied by the United States Secret Service in order to assist members of this Division in determining when it would be appropriate to initiate liaison with the U.S. Secret Service.

**1. Protective Information**

- Information pertaining to a threat, plan, or attempt by an individual, a group, or an organization to physically harm or kidnap the persons protected by the United States Secret Service, or any other high government official. Subject to

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the direction of the Secretary of the Treasury, the United States Secret Service is authorized, by Title 18, U.S. Code, Section 3056, to protect the person of the President of the United States, the members of his immediate family, the President-elect, the Vice President or other officer next in the order of succession to the Office of the President, and the families unless the members decline such protection; protect the person of a former President and his wife during their lifetime, the person of the widow of a former President until her death or remarriage, and minor children of a former President until they reach sixteen years of age, unless such protection is declined; protect the person of a visiting head of a foreign government and, at the direction of the President, other distinguished foreign visitors to the United States. The Secret Service is also authorized to furnish protection to persons who are determined from time to time by the Secretary of Treasury, after consultation with the advisory committee, as being major presidential or vice presidential candidates who should receive such protection, unless the candidate has declined such protection.

- a. Information pertaining to threats, incidents, or demonstrations against foreign diplomatic missions (embassies, chanceries, consulate).
- b. Information pertaining to individuals, groups or organizations who have plotted, attempted, or carried out assassinations or kidnappings of senior officials of domestic or foreign governments.
- c. Information concerning the use of bodily harm, assassination, or kidnappings as a political weapon. This should include training and techniques used to carry out the act.
- d. Information pertaining to persons who insist upon personally contacting high government officials for redress of imaginary grievances, etc.
- e. Information pertaining to any person who makes oral or written statements about high government officials in the following categories:
  - 1) Threatening statements.
  - 2) Irrational statements.
- f. Information pertaining to terrorists (individuals, groups) and their activities (bombings).
- g. Information pertaining to the ownership or concealment by

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individuals or groups of caches of firearms, explosives, or other implements of war, when it is believed that their intended use is for other than legal purposes.

- h. Information regarding Anti-American or Anti-U.S. Government demonstrations in the United States or overseas.
- i. Information regarding civil disturbances. (Information pertaining to individuals or groups expressing legitimate criticism of, political opposition to, the policies and decisions of government or government officials is not desired or being solicited by the United States Secret Service).

2. Counterfeiting and Forgery Information

- a. Information regarding counterfeiting of United States or foreign obligations, i.e., currency, coins, stamps, bonds, United States Treasury checks, Treasury securities, Department of Agriculture Food Stamp coupons, etc.
- b. Information relating to the forgery, alteration, and fraudulent negotiation of United States Treasury checks, U.S. Government bonds, and Government Travel Requests (GTR's).

B. Bureau of Alcohol, Tobacco and Firearms (ATF)

- 1. ATF enforcement responsibilities include Federal Firearms and explosive statutes, regulations and federal criminal violations concerning the production and distribution of distilled spirits. ATF may also be contacted in reference to violations involving tobacco products (such as cigarettes for which taxes have not been paid).
- 2. ATF also has tracing capabilities for domestic and imported firearms and retains files on weapons that require Federal registration under Title II of the Gun Control Act of 1968.

C. Federal Bureau of Investigation (FBI)

When federal property or protected persons are involved in an incident the FBI must be notified. This notification will be made as soon as possible after the incident has been confirmed. The following incidents listed below require FBI notification by either COMSEC or the officer on the scene:

- Robbery or Burglary of a Federally insured institution (Credit Union)

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- Crime against a diplomat or member of his/her family, such as kidnapping
- Theft of Federally owned property
- Extortion by mail, phone, or involving interstate travel
- Bomb threats, plantings or actual bombings
- Any crime or intelligence matter affecting the internal security of the United States
- Civil rights violations
- When an in-custody NCIC inquiry reveals the individual is wanted by the FBI
- Theft of valuable works of art and burglaries over \$100,000 when the property is easily traceable because of its quantity or value

**IV. NOTIFICATION PROCEDURES**

**A. Routine Information**

1. When information included in the above guidelines is obtained by an officer of this Division and that information is not of such a nature as to require immediate liaison with other Federal Law Enforcement Agencies this information shall be included in the appropriate report.
  - a. The reporting officer shall note on the top of the form “Copy to Investigative Operations”. It shall then be the responsibility of Investigative Operations to make a timely notification to the appropriate agency.

**B. Situations Requiring Emergency Notification or Immediate Liaison**

1. When the information obtained by the member of our Division is of an emergency nature that member shall contact the appropriate Federal Agency directly by telephone. The member shall also make telephone notification to the Vice/Criminal Intelligence Section of the Prince George’s County Police Department and the on-call Investigator of the M-NCPPC Park Police.
2. The officer making such notifications will note in his/her report the date and time the notifications were completed. The officer will also note the Federal Agency that was notified and the name of the agent to which the notification was made. The name of the person notified in the Prince George’s County Police Department Vice/Criminal Intelligence Section will be noted in the report.

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C. Telephone Numbers

1. The Prince George's County Police Department Vice/Criminal Intelligence telephone number is (301) 883-6800 (ext.6852)
2. The U.S. Secret Service telephone number is (202) 406-6800.
3. The ATF telephone number for Prince George's County is (202) 927-3200 and the 24-hour number in Washington, D.C. is (202) 927-7777.
4. The FBI's telephone number for Prince George's County is (301) 572-5400 if no answer call (410) 265-8080.

D. National Guard

1. ~~Public Safety Article 14~~~~Article 41~~ of the ~~Maryland Code~~~~Annotated Code of Maryland~~ provides for the Governor to order the National Guard into service during times of public crisis, disaster, rioting, catastrophe, or similar public emergency.
2. By law, only the County Executive may request National Guard assistance through the Maryland State Police.
3. If it is determined by the highest ranking officer at the scene of an emergency situation or incident that the National Guard is necessary, the officer will consult with the on-duty supervisor, Operations Duty Officer, and the Assistant Chief, Field Operations.
4. If the consultation confirms the need for National Guard assistance, the Assistant Chief, Field Operations or Operations Duty Officer will notify the Chief, Park Police Division, and the Chief will notify the County Executive so that a request can be made to the Governor, via the Maryland Emergency Management and Civil Defense Agency and Adjutant General. The on-duty supervisor will ensure that the Media Relations Office is notified.
5. When authorized by the Governor, the Maryland National Guard will support local law enforcement activities, provide additional communications equipment, assist in evacuation operations and support other operations.

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