




**U.S. Customs and
Border Protection**

DEC 04 2013

MEMORANDUM FOR: Directors, Field Operations
Director, Preclearance Operations
Office of Field Operations

Director, Field Operations Academy
Director, Advance Training Center
Office of Training and Development

FROM:  Acting Executive Director **(b) (6), (b) (7)(C)**
Admissibility and Passenger Programs

SUBJECT: Amendment to the Follow up Guidance for Photo Comparison
during Inspection Muster

The Admissibility and Passenger Programs within the Office of Field Operations (OFO) recently issued a muster "Follow up Guidance for Photo Comparison during Inspection" which mandated CBP officers to follow the specific steps to identify impostors attempting entry to the United States. The purpose of this memorandum is to clarify the previously issued muster and provide tools to utilize in the detection of impostors to travel documents at primary inspection booths.

Following the specific steps outlined in the referenced muster to **(b) (7)(E)**
(b) (7)(E) is still one of the most effective tools in the detection
of impostors. OFO continues to require CBP officers to **(b) (7)(E)**
(b) (7)(E)
(b) (7)(E) The passport may be held in
the hand of the officer's choosing when making the comparison.

It is critical for the security of the United States that CBP officers diligently utilize consistent techniques in the detection of impostors for all arriving travelers. Directors, Field Operations; Port Directors; CBP managers, supervisors, and officers are all responsible to ensure that the CBP mission to prevent the travel of malafide travelers is executed.

Please ensure that this memorandum is disseminated to all ports of entry within your jurisdiction. Should you have any questions or require additional information, please contact **(b) (6), (b) (7)(C)** Program Manager at **(b) (6), (b) (7)(C)** Acting Director, Enforcement Programs at **(b) (6), (b) (7)(C)**

~~For Official Use Only
Law Enforcement Sensitive~~

Muster

Week of Muster: Immediate

Topic: Amendment of Follow up Guidance for Photo Comparison during Inspection

Headquarters POC: (b) (6), (b) (7)(C)

Office: Admissibility and Passenger Programs

Recently, the Office of Field Operations (OFO) disseminated a memorandum and muster entitled "Mandatory Requirement for Photo Comparison during Inspection". This follow up muster is intended to provide step by step guidance utilizing a systematic approach for (b) (7)(E) (b) (7)(E). It is critical that officers consistently follow the mandatory inspection steps to ensure that OFO is able to carry out our mission to prevent inadmissible travelers from entering the United States.

CBP officers will be required to follow the specific steps listed below in order to identify impostors attempting entry to the United States:

- (b) (7) (E)
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The above mandatory impostor detection steps will be required elements for every inspection conducted by CBP officers. Those officers assigned to NEXUS, SENTRI, and FAST lanes will continue to inspect passport or other acceptable travel documents and will be required to utilize the same impostor detection steps listed above. CBP personnel posted at egress areas will be required to follow the same procedures when encountering Global Entry travelers exiting the Federal Inspection Services (FIS) area.

CBP supervisors and managers are required to ensure that CBP officers are accomplishing the necessary steps to allow the detection of all travelers who are impostors to the documents they are presenting. As previously stated, failure to follow the mandatory impostor detection steps will be immediately addressed by management and may result in disciplinary action.



**U.S. Customs and
Border Protection**

SEP 13 2013

MEMORANDUM FOR: Directors, Field Operations
Director, Preclearance Operations
Office of Field Operations (b) (6), (b) (7)(C)

FROM: Acting Executive Director (b) (6), (b) (7)(C)
Admissibility and Passenger Programs

SUBJECT: Mandatory Requirement for (b) (7)(E) during Inspection

The Office of Field Operations (OFO) is mandated to identify and prevent inadmissible travelers from entering the United States. Impostor detection is a critical element to ensure CBP officers are correctly identifying inadmissible travelers and is a crucial part of the inspectional process. OFO has identified several best practices to ensure maximum detection of impostors by CBP officers. One of the most effective tools in detecting impostors is (b) (7)(E)

(b) (7)(E)

(b) (7)(E) This mandatory requirement is applicable to all primary and secondary inspections.

If the inspecting officer has any doubt that the person is not the true bearer of the document or if the officer is unable to (b) (7)(E) the officer must refer the traveler to secondary and ensure the traveler is securely escorted to the secondary inspection area per port policy.

It is critical that officers diligently carry out the above mandatory inspectional requirement to ensure that OFO is performing our mission of preventing inadmissible travelers from entering the United States. Performance deficiencies and instances of failure to follow this mandatory photo comparison requirement should be immediately addressed and corrected by port management.

Please disseminate this memorandum to all ports within your area of responsibility and ensure that it is mustered immediately upon receipt. If you have any questions or require additional information concerning this memorandum, please have a member of your staff contact (b) (6), (b) (7)(C) (b) (6), (b) (7)(C) Program Manager at (b) (6), (b) (7)(C) Acting Director, Enforcement Programs Division, Admissibility and Passenger Programs, at (b) (6), (b) (7)(C)

Muster

Week of Muster: Immediate

Topic: Mandatory Requirement for Photo Comparison during Inspection

Headquarters POC: (b) (6), (b) (7)(C)

Office: Admissibility and Passenger Programs

The Office of Field Operations (OFO) is mandated to identify and prevent inadmissible travelers from entering the United States. Impostor detection is a critical element to ensure CBP officers are correctly identifying inadmissible travelers and is a crucial part of the inspectional process. OFO has identified several best practices to ensure maximum detection of impostors by CBP officers. One of the most effective tools in detecting impostors is (b) (7)(E)

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Muster

Week of Muster: Immediate

Topic: Follow up Guidance for Photo Comparison during Inspection

Headquarters POC: (b) (6), (b) (7)(C)

Office: Admissibility and Passenger Programs

On September 13, 2013, the Office of Field Operations (OFO) disseminated a memorandum and muster entitled "Mandatory Requirement for Photo Comparison during Inspection". This follow up muster is intended to provide step by step guidance utilizing a systematic approach for

(b) (7)(E)

It is critical that officers consistently follow the mandatory inspection steps to ensure that OFO is able to carry out our mission to prevent inadmissible travelers from entering the United States.

CBP officers will be required to follow the specific steps listed below in order to identify impostors attempting entry to the United States.

(b) (7)(E)

The above mandatory impostor detection steps will be required elements for every inspection conducted by CBP officers. Those officers assigned to NEXUS, SENTRI, and FAST lanes will continue to inspect passport or other acceptable travel documents and will be required to utilize the same impostor detection steps listed above. CBP personnel posted at egress areas will be required to follow the same procedures when encountering Global Entry travelers exiting the Federal Inspection Services (FIS) area.

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Please disseminate this muster to all ports within your area of responsibility. If you have any questions or require additional information concerning this memorandum, please have a member of your staff contact (b) (6), (b) (7)(C) Program Manager at (b) (6), (b) (7)(C) Acting Director, Enforcement Programs Division, Admissibility and Passenger Programs, at (b) (6), (b) (7)(C)