



DEPARTMENT OF THE ARMY  
UNITED STATES ARMY INTELLIGENCE AND SECURITY COMMAND  
501ST MILITARY INTELLIGENCE BRIGADE  
UNIT 15282  
APO AP 96205-5282

IADK-Z

12 JUL 2016

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Brigade Policy Letter #11 – Intelligence Oversight

1. References:

- a. INSCOM Policy Memo #41 (Intelligence Oversight) 21 July 2014
- b. AR 381-10 (U.S. Army Intelligence Activities) 3 May 2007

2. Purpose. To ensure that all personnel assigned or attached for duty at the 501<sup>st</sup> Military Intelligence Brigade are in compliance with the Intelligence Oversight Program.

3. Summary. All 501<sup>st</sup> MI BDE intelligence activities will be conducted in strict compliance with the US Constitution, applicable laws, Executive Orders (EO), and current DoD Directives. Each battalion, and the Brigade's HHC, will appoint a battalion Intelligence Oversight (IO) officer and company IO officers in writing. The BDE and BN IO officers will complete mandatory training for Intelligence Oversight Officers within 30 days of appointment and maintain an IO policy book to ensure compliance with all applicable laws, directives, and policies.

4. Specifics. All personnel assigned to the 501<sup>st</sup> MI BDE, to include Department of the Army and Korean Government Service (KGS) Civilian employees and contractors, will receive an initial IO brief within the 30 days of unit assignment and at least every 365 days thereafter. The battalion IO officers will also provide, at a minimum, an annual refresher training IAW AR 381-10. This training will be documented and retained on file for two years. Documentation will list the date of training, a copy of the training slides, personnel trained, a statement of understanding, and the name and contact information of the trainer.

a. All battalions and brigade staff sections will conduct annual files review requirement minimum once annually. Documentation to reflect accomplishment will be forwarded to the Brigade IO Officer. Upon completion of the annual files review, the Brigade IO Officer will submit a memorandum for record to the INSCOM IO Officer.

b. All personnel assigned to the 501<sup>st</sup> MI BDE are required to immediately report any AR 381-10 procedure 15 violations through their chain of command to the Brigade IO Officer, directly to the INSCOM IO Office, or to the INSCOM, Department of the Army, or Eighth Army Inspector General. Each report of questionable intelligence activity shall be investigated to determine the facts and assess whether the activity is legal and is consistent with applicable

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policy. Upon determining that a questionable intelligence activity has possibly occurred, the Brigade IO Officer will notify the INSCOM IO office, and provide weekly updates on the status of the investigation. Investigations shall be conducted expeditiously. No reprisal or adverse action may be taken against personnel for reporting.

c. All battalion IO officers will conduct quarterly surveys to ensure all members of the 501<sup>st</sup> MI BDE are trained and proficient in IO reporting and policies.

d. The 501<sup>st</sup> MI BDE Commander will assign a member of the 719<sup>th</sup> MI BN to serve as the Signals IO officer for the brigade.

e. The point of contact for this policy letter is the Brigade Intelligence Oversight Officer at DSN 315-723-9342.



DERRICK S. LEE  
COL, MI  
Commanding

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