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## U.S. IMMIGRATION AND CUSTOMS ENFORCEMENT ICE Policy System

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### **DIRECTIVE TITLE: CRIMINAL INVESTIGATOR (GS-1811 SERIES) CAREER PATH**

- 1. PURPOSE and SCOPE.** To establish a policy on the career progression of criminal investigators, General Schedule 1811s (GS-1811), from entry-level GS-5 to the GS-15 grade level within U.S. Immigration and Customs Enforcement (ICE).
  - 1.1.** This Directive applies in its entirety to GS 1811 criminal investigators in the Offices of the Assistant Secretary (OAS), Investigations (OI), Professional Responsibility (OPR), International Affairs (OIA), and Intelligence (INTEL). All other ICE GS-1811 criminal investigators are eligible and encouraged to apply for GS-1811 positions within these programs and, if selected, will be covered by the career path and criteria defined in this Directive.
  - 1.2.** This Directive is not retroactive for any permanently selected incumbent GS-1811 criminal investigator employee with respect to retention of the position that he or she held as of the effective date of this Directive (this policy does not affect any training requirements for current 1811s).
- 2. AUTHORITIES/REFERENCES.** Title 5 Code of Federal Regulations Part 335 entitled, "Promotion and Internal Placement."
- 3. SUPERSEDED/CANCELLED POLICY/SUMMARY OF CHANGES.** This Directive is the originating and establishing directive for the criminal investigator career path.
- 4. BACKGROUND.** With the establishment of the Department of Homeland Security, ICE was formed by the consolidation of GS-1811 criminal investigators from the former Department of Justice, Immigration and Naturalization Service (INS), the Department of the Treasury, U.S. Customs Service (USCS), and the Federal Protective Service. In each of those organizations there were different policies and practices regarding the promotion of criminal investigators to supervisory and managerial positions. This Directive establishes a policy within ICE that outlines the 1811 criminal investigator career path in OAS, OI, OPR, OIA, and INTEL.
- 5. DEFINITIONS.** The following definitions are provided for the purposes of this Directive.
  - 5.1. 1811.** A GS-1811 criminal investigator.

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- 5.2. **Criminal Investigator Training Program (CITP).** CITP is basic criminal investigator conducted at the Federal Law Enforcement Training Center (FLETC).
- 5.3. **Headquarters (HQ).** Any organizational unit with a HQ organization code with the exception of the FLETC; the Law Enforcement Support Center (LESC); the National Firearms and Tactical Training Unit (NFTTU) field assignments, such as Ft. Benning, Altoona, and future NFTTU field locations; field-based Organized Crime Drug Enforcement Task Force (OCDETF) Coordinators; and any other traditional, non-HQ assignment that is designated by a HQ organizational code.
- 5.4. **ICE Special Agent Training (ICESAT).** ICESAT is the ICE specific criminal investigator training at FLETC.
- 5.5. **Program Office Directors.** Program Office Directors are the OI, OPR, OIA, and INTEL Directors.
- 5.6. **SA-14 Test.** A competency-based assessment process for GS-13 1811 criminal investigators for promotion into GS-14 1811 criminal investigator positions in ICE.
- 5.7. **Selective Placement Factor.** A selective placement factor is part of the minimum requirements for a position, and applicants who do not meet it are ineligible for further consideration.

## 6. POLICY

- 6.1. ICE values the rotation of 1811 criminal investigators within OAS, OI, OPR, OIA, and INTEL and encourages the movement of 1811s within these operational programs as part of their career development.
- 6.2. **Experience.** An 1811 must satisfactorily complete a minimum of 52 weeks as an 1811 in each grade, GS-5 through GS-13, in order to move to the next higher grade in the career ladder.
- 6.3. **GS-13 lateral reassignments.** Lateral reassignments as a GS-13 1811 are available at FLETC and in foreign locations as provided for by this section.
  - 1) To be considered for a lateral reassignment to the position of GS-13 instructor at FLETC, management may select an 1811 who has served at the GS-13 grade level for a minimum of 36 months at its discretion to ensure the efficiency of the service or other business reason.
  - 2) To be considered for a lateral reassignment to a GS-13 position in a foreign location, management may select an 1811 who has served at the GS-13 grade level for a

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minimum of 24 months at its discretion to ensure the efficiency of the service or other business reason.

- 6.4. **Promotion to GS-14.** The SA-14 Test will be the method used to select permanent GS-14 1811s within OAS, OI, OPR, OIA, and INTEL. The SA-14 Test may also be used to select temporary GS-14 1811s. Temporary GS-14 1811s may also be selected by vacancy announcements.
- 6.5. **GS-14 RAC Position.** To be eligible for an OI second line supervisor RAC position, an 1811 must have at least 12 months of experience as a permanent GS-14 or higher 1811 supervisor or temporary GS-15 1811 supervisor.
- 6.6. **Return to a domestic position.** Foreign-based GS-14 1811s and permanent/temporary GS-15 1811s who have not already completed an HQ tour of 36 consecutive months must do so before being eligible for a lateral domestic field reassignment as an 1811 at the GS-14 1811 grade level or above.
- 6.7. **Additional Qualifications.** To be considered for a field senior supervisory position (GS-15 1811), ICE may, as a selective placement factor, require an 1811 to have completed an HQ Tour (36 consecutive months) as an 1811 or have completed 36 consecutive months with OAS, OI, OPR, OIA, or INTEL at HQ. Service time spent in the field with these units will not be considered. An HQ Tour includes time completed at the former INS HQ, former USCS HQ, ICE HQ, or a combination of those agency HQs, so long as the total time spent at the HQ tour was 36 consecutive months as an 1811.
- 6.8. **1811 Appointments/Hires into OI, OIA, OPR, and INTEL.** An 1811 who is hired from outside ICE or from FPS and is assigned to OI, OIA, INTEL, or OPR must successfully complete ICESAT and CITP (or a FLETC certified equivalent if not previously completed) within one year of entry on duty in that position as condition of continued employment as an 1811.
- 6.9. **Budget.** For the purpose of this Directive, all relocations are subject to the availability of funds.

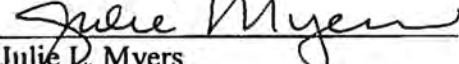
## 7. RESPONSIBILITIES

- 7.1. The Assistant Secretary has overall responsibility and discretion for the oversight and implementation of the GS-1811 career path in ICE. This authority may be delegated by the Assistant Secretary to the Deputy Assistant Secretary for Operations and the Deputy Assistant Secretary for Management. It may not be delegated below the Deputy Assistant Secretary level.
- 7.2. The Directors of OI, OPR, OIA, and INTEL, or the Deputy Assistant Secretary for Operations in the case of an 1811 assigned to OAS, are responsible for implementing this Directive within their respective program offices.

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8. **PROCEDURES.** None.
9. **ATTACHMENTS.** None.
10. **NO PRIVATE RIGHT STATEMENT.** This Directive is an internal policy statement of ICE. It is not intended to, and does not create any rights, privileges, or benefits, substantive or procedural, enforceable by any party against the United States; its departments, agencies, or other entities; its officers or employees; or any other person.

Approved   
Julie L. Myers  
Assistant Secretary  
U.S. Immigration and Customs Enforcement