

OIG'S PATRIOT ACT REVIEW

DOCUMENT REQUEST: DOJ-OIG REQUEST of JULY 27, 2006

SUBJECT: Any list or log OGC maintains of the various changes and revisions to the NSL "ponies" posted on NSLB's Intranet web site

FBI TRACKING # : OIG REQ-PAR (07-27-06) - ITEM #8

PACKET: #1

{AUGUST 3, 2006}

DATE	TYPE of DOCUMENT	SUBJECT	TOTAL PAGES	BATE STAMP #s
UNDATED	COVER	COVER TO RESONSE #7	1	001
b6 b7C 02/06	[REDACTED] to FBI_ALL CDCS	FW: MODEL NSL ECS (DOCUMENTS 1,3,5,7,9,11,13, AND 15 ON OUR WEBSITE)	3	002-004
00/00/06	EC to OGC	PONY OF EC OF NSL ECS (DOCUMENTS 1,3,5,7,9,11,13, AND 15 ON OUR WEBSITE)	5	005-009
00/00/06	EC to OGC	PONY OF EC OF NSL ECS (DOCUMENTS 1,3,5,7,9,11,13, AND 15 ON OUR WEBSITE)	5	010-014
00/00/06	EC to OGC	PONY OF EC OF NSL ECS (DOCUMENTS 1,3,5,7,9,11,13, AND 15 ON OUR WEBSITE)	5	015-019
00/00/06	EC to OGC	PONY OF EC OF NSL ECS (DOCUMENTS 1,3,5,7,9,11,13, AND 15 ON OUR WEBSITE)	5	020-024
00/00/06	EC to OGC	PONY OF EC OF NSL ECS (DOCUMENTS 1,3,5,7,9,11,13, AND 15 ON OUR WEBSITE)	4	025-028
00/00/06	EC to OGC	PONY OF EC OF NSL ECS (DOCUMENTS 1,3,5,7,9,11,13, AND 15 ON OUR WEBSITE)	4	029-032

DATE	TYPE of DOCUMENT	SUBJECT	TOTAL PAGES	BATE STAMP #s
00/00/06	EC to OGC	PONY OF EC OF NSL ECS (DOCUMENTS 1,3,5,7,9,11,13, AND 15 ON OUR WEBSITE)	5	033-037
00/00/06	EC to OGC	PONY OF EC OF NSL ECS (DOCUMENTS 1,3,5,7,9,11,13, AND 15 ON OUR WEBSITE)	5	038-042
00/00/06	EC to OGC	PONY OF EC OF NSL ECS (DOCUMENTS 1,3,5,7,9,11,13, AND 15 ON OUR WEBSITE)	4	043-046
TOTAL PAGES			14	

Response to #8
No log kept by OGC but these are
the latest changes.

[redacted] ignore an email I sent you a few days ago to make certain changes on these documents.

b6
b7C

Thanks. [redacted]



telephone
subscriber ECJuly200.

1



toll record
July2006.wpd (28.

3



email
July2006.wpd (19 K

5



transactional record
ECJuly200...

7



RFPA
July2006.wpd (19 K

9



1681u(a)
July2006.wpd (21 KI

11



1681u(b) ECjuly
2006.wpd (21 K...

13



1681v
july2006.wpd (20 K

15

SENSITIVE BUT UNCLASSIFIED

SENSITIVE BUT UNCLASSIFIED

~~SECRET~~

FEDERAL BUREAU OF INVESTIGATION

Precedence: ROUTINE

Date: 00/00/2006

To: General Counsel

Attn: Julie Thomas
Deputy General Counsel, NSLB

[COUNTERTERRORISM/
COUNTERINTELLIGENCE/CYBER]

Attn: [UNIT]

[REQUESTING OFFICE]

Attn: SSA [SQUAD SUPERVISOR]
SA [CASE AGENT]

[OFFICE OF ORIGIN]

Attn: SA [CASE AGENT]
[SQUAD] [X]

[DELIVERING DIVISION]
(if using personal service)

Attn: SSA [SQUAD SUPERVISOR]
[SQUAD] [X]

From: [DRAFTING DIVISION]

[APPROVING OFFICIAL]

Contact: [CASE AGENT, telephone number (000) 000-0000]

Approved By: [ADIC NAME (IF APPLICABLE)]

[SAC NAME]

[ASAC NAME]

[CDC NAME]

[SSA NAME]

Drafted By: [LAST, FIRST, MIDDLE NAME: INITIALS]

Case ID #: ~~(S)~~ [CASE FILE NUMBER] (Pending)

Title: ~~(S)~~ [SUBJECT]

[AKA] [ALIAS (IF APPLICABLE)]

IT/FCI - [FOREIGN POWER];

OO: [OFFICE OF ORIGIN]

Synopsis: (U) Approves the issuance of an ECPA National Security Letter (NSL) for telephone subscriber information; provides reporting

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To: [DELIVERING DIVISION] From: [DRAFTING DIVISION]
Re: (S) [CASE FILE NUMBER, 00/00/2006]

data; and, if necessary, transmits the NSL for delivery to the wire communications service provider.

(S) Derived From: G-3
Declassify On: [10 years from date of EC]

[FULL/PRELIMINARY] Investigation Instituted: (S) [00/00/2006]

Reference: (S) [CASE FILE NUMBER Serial XXX]

Enclosures: (U) Enclosed for [DELIVERING DIVISION of OFFICE OF ORIGIN, depending on whether service is personal or through restricted delivery service or fax] is an NSL dated [00/00/2006], addressed to [COMPANY POC NAME], [TITLE (if available)], [COMPANY NAME], [COMPANY ADDRESS - NO P.O. BOX], [CITY, STATE - NO ZIP CODE if using personal service], requesting telephone subscriber information.

Details: (S) A [FULL/PRELIMINARY] [INTERNATIONAL TERRORISM/FOREIGN COUNTERINTELLIGENCE] investigation of subject, a [U.S. PERSON/NON-USPER], was authorized in accordance with Attorney General Guidelines because [Give a full explanation of the justification for opening and maintaining the investigation on the subject; barebones facts will not suffice and will cause the request to be rejected for legal insufficiency]. This telephone subscriber information is being requested to [Fully state the relevance of the requested records to the investigation].

(S) This electronic communication documents the [APPROVING OFFICIAL's] approval and certification of the enclosed NSL. For mandatory reporting purposes, the enclosed NSL seeks subscriber information on [NUMBER OF] telephone number(s) from [telephone company #1]; the [NUMBER OF] telephone number(s) from [telephone company #2], etc.

(U) Arrangements should be made with the wire communications service provider to provide the records [personally to an employee of the DELIVERING DIVISION OR through use of a delivery service or secure fax to OFFICE OF ORIGIN] within [NUMBER OF] business days of receipt of this request. The wire communications

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To: [DELIVERING DIVISION] From: [DRAFTING DIVISION]
Re: ~~(S)~~ [CASE FILE NUMBER, 00/00/2006]

service provider should neither send the records through routine mail service nor utilize the name of the subject of the request in any telephone calls to the FBI.

DISCLOSURE PROVISIONS

[Certification and Activation of the Nondisclosure Requirement: There is no longer an automatic prohibition that prevents the recipient of a National Security Letter from disclosing that the FBI has requested the information. To activate the nondisclosure requirement, the senior FBI official approving this EC must use Option 1 below and include in the EC (but not in the NSL) a brief statement of facts that justify the nondisclosure requirement. Option 2 is to be used in all cases where Option 1 is not used.]

[Option 1 - Invoking Nondisclosure Requirement]

(U) In accordance with 18 U.S.C. § 2709(c) I, the senior official approving this EC, certify that a disclosure of the fact that the FBI has sought or obtained access to the information sought by this letter may endanger the national security of the United States, interfere with a criminal, counterterrorism, or counterintelligence investigation, interfere with diplomatic relations, or endanger the life or physical safety of a person.

(S) Brief statement of the facts justifying my certification in this case:

[Option 2 - Declining to invoke the nondisclosure requirement]

(U) I, the senior official approving this EC, have determined that the facts of this case do not warrant activation of the nondisclosure requirements under the applicable National Security Letter statute.

[Include the next 2 paragraphs in all ECs]

(U) Information received from a wire communication service provider may be disseminated in accordance with the Attorney

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To: [DELIVERING DIVISION] From: [DRAFTING DIVISION]
Re: ~~(S)~~ [CASE FILE NUMBER, 00/00/2006]

General Guidelines on National Security Investigations and Foreign Intelligence Collection and, and, with respect to dissemination to an agency of the United States, only if such information is clearly relevant to the authorized responsibilities of such agency.

(U) Any questions regarding the above can be directed to [CASE AGENT, telephone number (000) 000-0000].

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~~SECRET~~

To: [DELIVERING DIVISION] From: [DRAFTING DIVISION]
Re: ~~(S)~~ [CASE FILE NUMBER, 00/00/2006]

LEAD (s):

Set Lead 1:

GENERAL COUNSEL

AT WASHINGTON, DC

(U) NSLB is requested to record the appropriate information needed to fulfill the Congressional reporting requirements for NSLs.

Set Lead 2: (Info)

[COUNTERTERRORISM/COUNTERINTELLIGENCE/CYBER]

AT WASHINGTON, DC

(U) At [Unit] Read and Clear

Set Lead 3:

[DELIVERING DIVISION - if using personal service]

AT [CITY, STATE]

(U) Deliver the enclosed NSL as indicated above. Upon receipt of requested information, [DELIVERING DIVISION] is requested to submit results to the [DRAFTING DIVISION] and [OFFICE OF ORIGIN, if applicable].

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FEDERAL BUREAU OF INVESTIGATION

Precedence: ROUTINE

Date: 00/00/2006

To: General Counsel

Attn: Julie Thomas
Deputy General Counsel, NSLB

[COUNTERTERRORISM/
COUNTERINTELLIGENCE/CYBER]

Attn: [UNIT]

[REQUESTING OFFICE]

Attn:SSA [SQUAD SUPERVISOR]
SA [CASE AGENT]

[OFFICE OF ORIGIN]

Attn: SA [CASE AGENT]
[Squad] [X]

[DELIVERING DIVISION]
(if using personal service)

Attn: SSA [SQUAD SUPERVISOR]
[Squad] [X]

From: [DRAFTING DIVISION]

[APPROVING OFFICIAL]

Contact: [CASE AGENT, telephone number (000) 000-0000]

Approved By: [ADIC NAME (IF APPLICABLE)]

[SAC NAME]

[ASAC NAME]

[CDC NAME]

[SSA NAME]

Drafted By: [LAST, FIRST, MIDDLE NAME: INITIALS]

Case ID #: ~~(S)~~ [CASE FILE NUMBER] (Pending)

Title: ~~(S)~~ [SUBJECT]

[AKA] [ALIAS IF APPLICABLE]

[IT/FCI - FOREIGN POWER];

[OO: OFFICE OF ORIGIN]

Synopsis: (U) Approves the issuance of an ECPA National Security Letter (NSL) for toll billing records; provides reporting data; and,

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To: [DELIVERING DIVISION] From: [DRAFTING DIVISION]
Re: (S) [CASE FILE NUMBER, 00/00/2006]

if necessary, transmits the NSL for delivery to the wire communications service provider.

(S) Derived From: G-3
Declassify On: [10 years from date of EC]

[FULL/PRELIMINARY] Investigation Instituted: (S) [00/00/2006]

Reference: (S) [CASE FILE NUMBER Serial XXX]

Enclosures: (U) Enclosed for [DELIVERING DIVISION or OFFICE OF ORIGIN, depending on whether service is personal or through restricted delivery service or fax] is an NSL dated [00/00/2006], addressed to [COMPANY POC NAME], [TITLE (if available)], [COMPANY NAME], [COMPANY ADDRESS - NO P.O. BOX], [CITY, STATE - NO ZIP CODE if using personal service], requesting the name, address, length of service and local and long distance toll billing records for the phone number(s) listed.

Details: (S) A [FULL/PRELIMINARY] [INTERNATIONAL TERRORISM/FOREIGN COUNTERINTELLIGENCE] investigation of subject, a [USPER/NON-USPER], was authorized in accordance with the Attorney General Guidelines because [Give a full explanation of the justification for opening and maintaining the investigation on the subject; barebones facts will not suffice and will cause the request to be rejected for legal insufficiency]. These toll billing records are being requested to [Fully state the relevance of the requested records to the investigation].

(S) This electronic communication documents the [APPROVING OFFICIAL's] approval and certification of the enclosed NSL. For mandatory reporting purposes, the enclosed NSL seeks local and long distance toll billing records for [NUMBER OF] telephone number(s) from [telephone company #1]; [NUMBER OF] telephone number(s) from [telephone company #2], etc. [In the case of multiple phone numbers to the same telephone company, if you know how many different persons attach to those phone numbers, please state. If request is for person(s) other than the subject of the investigation or in addition to the subject of the investigation, please state USP

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~~SECRET~~

To: [DELIVERING DIVISION] From: [DRAFTING DIVISION]
Re: (S) [CASE FILE NUMBER, 00/00/2006]

status of those persons. In other words, do your best to give as much information as you can, for congressional reporting purposes.]

(U) Arrangements should be made with the wire communications service provider to provide the records [personally to an employee of the DELIVERING DIVISION OR through use of a delivery service or secure fax to OFFICE OF ORIGIN] within [NUMBER OF] business days of receipt of this request. The wire communications service provider should neither send the records through routine mail service nor utilize the name of the subject of the request in any telephone calls to the FBI.

DISCLOSURE PROVISIONS

[Certification and Activation of the Nondisclosure Requirement: There is no longer an automatic prohibition that prevents the recipient of a National Security Letter from disclosing that the FBI has requested the information. To activate the nondisclosure requirement, the senior FBI official approving this EC must use Option 1 below and include in the EC (but not in the NSL) a brief statement of facts that justify the nondisclosure requirement. Option 2 is to be used in all cases where Option 1 is not used.]

[Option 1 - Invoking Nondisclosure Requirement]

(U) In accordance with 18 U.S.C. § 2709(c) I, the senior official approving this EC, certify that a disclosure of the fact that the FBI has sought or obtained access to the information sought by this letter may endanger the national security of the United States, interfere with a criminal, counterterrorism, or counterintelligence investigation, interfere with diplomatic relations, or endanger the life or physical safety of a person.

(S) Brief statement of the facts justifying my certification in this case:

[Option 2 - Declining to invoke the nondisclosure requirement]

(U) I, the senior official approving this EC, have determined that the facts of this case do not warrant activation of

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To: [DELIVERING DIVISION] From: [DRAFTING DIVISION]
Re: ~~(S)~~ [CASE FILE NUMBER, 00/00/2006]

the nondisclosure requirements under the applicable National Security Letter statute.

[Include the next 2 paragraphs in all ECs.]

(U) Information received from a wire communication service provider may be disseminated in accordance with the Attorney General Guidelines on National Security Investigations and Foreign Intelligence Collection and, with respect to dissemination to an agency of the United States, only if such information is clearly relevant to the authorized responsibilities of such agency.

(U) Any questions regarding the above can be directed to [CASE AGENT, telephone number (000) 000-0000].

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~~SECRET~~

To: [DELIVERING DIVISION] From: [DRAFTING DIVISION]
Re: (S) [CASE FILE NUMBER, 00/00/2006]

LEAD (s):

Set Lead 1:

GENERAL COUNSEL

AT WASHINGTON, DC

(U) NSLB is requested to record the appropriate information needed to fulfill the Congressional reporting requirements for NSLs.

Set Lead 2: (Info)

[COUNTERTERRORISM/COUNTERINTELLIGENCE/CYBER]

AT WASHINGTON, DC

(U) At [Unit] Read and Clear

Set Lead 3:

[DELIVERING DIVISION - if using personal service]

[AT [CITY, STATE]

(U) Deliver the attached NSL as indicated above. Upon receipt of information from the wire communications service provider, [DELIVERING DIVISION] is requested to submit results to the [DRAFTING DIVISION] and [OFFICE OF ORIGIN, if applicable].

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FEDERAL BUREAU OF INVESTIGATION

Precedence: ROUTINE

Date: 00/00/2006

To: General Counsel

Attn: Julie Thomas
Deputy General Counsel, NSLB

[COUNTERTERRORISM/
COUNTERINTELLIGENCE/CYBER]

Attn: [UNIT]

[REQUESTING OFFICE]

Attn:SSA [SQUAD SUPERVISOR]
SA [CASE AGENT]

[OFFICE OF ORIGIN]

Attn: SA [CASE AGENT]
[Squad] [X]

[DELIVERING DIVISION]
(if using personal service)

Attn: SSA [SQUAD SUPERVISOR]
[Squad] [X]

From: [DRAFTING DIVISION]

[APPROVING OFFICIAL]

Contact: [CASE AGENT, telephone number (000) 000-0000]

Approved By: [ADIC NAME (IF APPLICABLE)]

- [SAC NAME]
- [ASAC NAME]
- [CDC NAME]
- [SSA NAME]

Drafted By: [LAST, FIRST, MIDDLE NAME: INITIALS]

Case ID #: ~~(S)~~ [CASE FILE NUMBER] (Pending)

Title: ~~(S)~~ [SUBJECT]
[AKA] [ALIAS IF APPLICABLE]
[IT/FCI - FOREIGN POWER];
[OO: OFFICE OF ORIGIN]

Synopsis: (U) Approves the issuance of an ECPA National Security Letter (NSL) for toll billing records; provides reporting data; and,

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~~SECRET~~

To: [DELIVERING DIVISION] From: [DRAFTING DIVISION]
Re: (S) [CASE FILE NUMBER, 00/00/2006]

if necessary, transmits the NSL for delivery to the wire communications service provider.

(S) Derived From: G-3
Declassify On: [10 years from date of EC]

[FULL/PRELIMINARY] Investigation Instituted: (S) [00/00/2006]

Reference: (S) [CASE FILE NUMBER Serial XXX]

Enclosures: (U) Enclosed for [DELIVERING DIVISION or OFFICE OF ORIGIN, depending on whether service is personal or through restricted delivery service or fax] is an NSL dated [00/00/2006], addressed to [COMPANY POC NAME], [TITLE (if available)], [COMPANY NAME], [COMPANY ADDRESS - NO P.O. BOX], [CITY, STATE - NO ZIP CODE if using personal service], requesting the name, address, length of service and local and long distance toll billing records for the phone number(s) listed.

Details: (S) A [FULL/PRELIMINARY] [INTERNATIONAL TERRORISM/FOREIGN COUNTERINTELLIGENCE] investigation of subject, a [USPER/NON-USPER], was authorized in accordance with the Attorney General Guidelines because [Give a full explanation of the justification for opening and maintaining the investigation on the subject; barebones facts will not suffice and will cause the request to be rejected for legal insufficiency]. These toll billing records are being requested to [Fully state the relevance of the requested records to the investigation].

(S) This electronic communication documents the [APPROVING OFFICIAL's] approval and certification of the enclosed NSL. For mandatory reporting purposes, the enclosed NSL seeks local and long distance toll billing records for [NUMBER OF] telephone number(s) from [telephone company #1]; [NUMBER OF] telephone number(s) from [telephone company #2], etc. [In the case of multiple phone numbers to the same telephone company, if you know how many different persons attach to those phone numbers, please state. If request is for person(s) other than the subject of the investigation or in addition to the subject of the investigation, please state USP

~~SECRET~~

~~SECRET~~

To: [DELIVERING DIVISION] From: [DRAFTING DIVISION]
Re: (S) [CASE FILE NUMBER, 00/00/2006]

status of those persons. In other words, do your best to give as much information as you can, for congressional reporting purposes.]

(U) Arrangements should be made with the wire communications service provider to provide the records [personally to an employee of the DELIVERING DIVISION OR through use of a delivery service or secure fax to OFFICE OF ORIGIN] within [NUMBER OF] business days of receipt of this request. The wire communications service provider should neither send the records through routine mail service nor utilize the name of the subject of the request in any telephone calls to the FBI.

DISCLOSURE PROVISIONS

[Certification and Activation of the Nondisclosure Requirement: There is no longer an automatic prohibition that prevents the recipient of a National Security Letter from disclosing that the FBI has requested the information. To activate the nondisclosure requirement, the senior FBI official approving this EC must use Option 1 below and include in the EC (but not in the NSL) a brief statement of facts that justify the nondisclosure requirement. Option 2 is to be used in all cases where Option 1 is not used.]

[Option 1 - Invoking Nondisclosure Requirement]

(U) In accordance with 18 U.S.C. § 2709(c) I, the senior official approving this EC, certify that a disclosure of the fact that the FBI has sought or obtained access to the information sought by this letter may endanger the national security of the United States, interfere with a criminal, counterterrorism, or counterintelligence investigation, interfere with diplomatic relations, or endanger the life or physical safety of a person.

(S) Brief statement of the facts justifying my certification in this case:

[Option 2 - Declining to invoke the nondisclosure requirement]

(U) I, the senior official approving this EC, have determined that the facts of this case do not warrant activation of

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~~SECRET~~

To: [DELIVERING DIVISION] From: [DRAFTING DIVISION]
Re: (S) [CASE FILE NUMBER, 00/00/2006]

the nondisclosure requirements under the applicable National Security Letter statute.

[Include the next 2 paragraphs in all ECs.]

(U) Information received from a wire communication service provider may be disseminated in accordance with the Attorney General Guidelines on National Security Investigations and Foreign Intelligence Collection and, with respect to dissemination to an agency of the United States, only if such information is clearly relevant to the authorized responsibilities of such agency.

(U) Any questions regarding the above can be directed to [CASE AGENT, telephone number (000) 000-0000].

~~SECRET~~

~~SECRET~~

To: [DELIVERING DIVISION] From: [DRAFTING DIVISION]

Re: (S) [CASE FILE NUMBER, 00/00/2006]

LEAD (s):

Set Lead 1:

GENERAL COUNSEL

AT WASHINGTON, DC

(U) NSLB is requested to record the appropriate information needed to fulfill the Congressional reporting requirements for NSLs.

Set Lead 2: (Info)

[COUNTERTERRORISM/COUNTERINTELLIGENCE/CYBER]

AT WASHINGTON, DC

(U) At [Unit] Read and Clear

Set Lead 3:

[DELIVERING DIVISION - if using personal service]

[AT [CITY, STATE]

(U) Deliver the attached NSL as indicated above. Upon receipt of information from the wire communications service provider, [DELIVERING DIVISION] is requested to submit results to the [DRAFTING DIVISION] and [OFFICE OF ORIGIN, if applicable].

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~~SECRET~~

FEDERAL BUREAU OF INVESTIGATION

Precedence: ROUTINE

Date: 00/00/2006

To: General Counsel

Attn: Julie Thomas
Deputy General Counsel, NSLB

[COUNTERTERRORISM/
COUNTERINTELLIGENCE/CYBER]

Attn: [UNIT]

[REQUESTING OFFICE]

Attn: SSA [SQUAD SUPERVISOR]
SA [CASE AGENT]

[OFFICE OF ORIGIN]

Attn: SA [CASE AGENT]
[SQUAD] [X]

[DELIVERING DIVISION]
(if using personal service)

Attn: SSA [SQUAD SUPERVISOR]
[SQUAD] [X]

From: [DRAFTING DIVISION]

[APPROVING OFFICIAL]

Contact: [CASE AGENT, telephone number (000) 000-0000]

Approved By: [ADIC NAME (IF APPLICABLE)]

[SAC NAME]

[ASAC NAME]

[CDC NAME]

[SSA NAME]

Drafted By: [LAST, FIRST, MIDDLE NAME: INITIALS]

Case ID #: (S) [CASE FILE NUMBER] (Pending)

Title: (S) [SUBJECT]

[AKA] [ALIAS (IF APPLICABLE)]

[IT/FCI - FOREIGN POWER]

OO: [OFFICE OF ORIGIN]

Synopsis: (U) Approves the issuance of an ECPA National Security Letter (NSL) for email subscriber information; provides reporting

~~SECRET~~

~~SECRET~~

To: [DELIVERING DIVISION] From: [DRAFTING DIVISION]
Re: (S) [CASE FILE NUMBER, 00/00/2006]

data; and, if necessary, transmits the NSL for delivery to the electronic communications service provider.

(S) Derived From: G-3
Declassify On: [10 years from date of EC]

FULL/PRELIMINARY Investigation Instituted: (S) [00/00/2006]

Reference: (S) [CASE FILE NUMBER Serial XXX]

Enclosures: (U) Enclosed for [DELIVERING DIVISION or OFFICE OF ORIGIN, depending on whether service is personal or through a restricted delivery service or fax] is an NSL dated [00/00/2006], addressed to [COMPANY POC NAME], [TITLE (if available)], [COMPANY NAME], [COMPANY ADDRESS - NO P.O. BOX], [CITY, STATE - NO ZIP CODE if using personal service], requesting the name, address, and length of service for the e-mail address holder(s) listed.

Details: (S) A [FULL/PRELIMINARY] [INTERNATIONAL/FOREIGN COUNTERINTELLIGENCE] investigation of the subject, a [USPER/NON-USPER], was authorized in accordance with the Attorney General Guidelines because [Give a full explanation of the justification for opening and maintaining an investigation of the subject; barebones facts will not suffice and will cause the request to be rejected for lack of legal sufficiency]. This electronic subscriber information is being requested to [Fully state the relevance of the requested records to the investigation].

(U) This electronic communication documents the [APPROVING OFFICIAL's] approval and certification of the enclosed NSL. For mandatory reporting purposes, the enclosed NSL seeks subscriber information on [NUMBER OF] [e-mail/IP address(es)] from [ISP #1]; [NUMBER OF] [e-mail/IP address(es)] from [ISP #2], etc.

(U) Arrangements should be made with the electronic communication service provider to provide the records [personally to an employee of the DELIVERING division OR through use of a delivery service or secure fax to OFFICE OF ORIGIN] within [NUMBER OF] business days of receipt of this request. The electronic communication service provider should neither send the records

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~~SECRET~~

To: [DELIVERING DIVISION] From: [DRAFTING DIVISION]
Re: ~~(S)~~ [CASE FILE NUMBER, 00/00/2006]

through routine mail service nor utilize the name of the subject of the request in any telephone calls to the FBI.

DISCLOSURE PROVISIONS

[Certification and Activation of the Nondisclosure Requirement: There is no longer an automatic prohibition that prevents the recipient of a National Security Letter from disclosing that the FBI has requested the information. To activate the nondisclosure requirement, the senior FBI official approving this EC must use Option 1 below and include in the EC (but not in the NSL) a brief statement of facts that justify the nondisclosure requirement. Option 2 is to be used in all cases where Option 1 is not used.]

[Option 1 - Invoking Nondisclosure Requirement]

(U) In accordance with 18 U.S.C. § 2709(c) I, the senior official approving this EC, certify that a disclosure of the fact that the FBI has sought or obtained access to the information sought by this letter may endanger the national security of the United States, interfere with a criminal, counterterrorism, or counterintelligence investigation, interfere with diplomatic relations, or endanger the life or physical safety of a person.

~~(S)~~ Brief statement of the facts justifying my certification in this case:

[Option 2 - Declining to invoke the nondisclosure requirement]

(U) I, the senior official approving this EC, have determined that the facts of this case do not warrant activation of the nondisclosure requirements under the applicable National Security Letter statute.

[Include the next 2 paragraphs in all ECs]

(U) Information received from an electronic communications service provider may be disseminated in accordance with the Attorney General Guidelines on National Security

~~SECRET~~

~~SECRET~~

To: [DELIVERING DIVISION]

From: [DRAFTING DIVISION]

Re: ~~(S)~~ [CASE FILE NUMBER, 00/00/2006]

Investigations and Foreign Intelligence Collection and, with respect to dissemination to an agency of the United States, only if such information is clearly relevant to the authorized responsibilities of such agency.

(U) Any questions regarding the above can be directed to [CASE AGENT, telephone number (000) 000-0000].

~~SECRET~~

~~SECRET~~

To: [DELIVERING DIVISION] From: [DRAFTING DIVISION]
Re: (S) [CASE FILE NUMBER, 00/00/2006]

LEAD (s):

Set Lead 1:

GENERAL COUNSEL

AT WASHINGTON, DC

(U) NSLB is requested to record the appropriate information needed to fulfill the Congressional reporting requirements for NSLs.

Set Lead 2: (Info)

[COUNTERTERRORISM/COUNTERINTELLIGENCE/CYBER]

AT WASHINGTON, DC

(U) At [Unit] Read and Clear

Set Lead 3:

[DELIVERING DIVISION - fif using personal service]

AT [CITY, STATE]

(U) Deliver the enclosed NSL as indicated above. Upon receipt of the information requested, [DELIVERING DIVISION] is requested to submit results to [DRAFTING DIVISION] and [OFFICE OF ORIGIN, if applicable].

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~~SECRET~~

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FEDERAL BUREAU OF INVESTIGATION

Precedence: ROUTINE

Date: 00/00/2006

To: General Counsel

Attn: Julie Thomas
Deputy General Counsel, NSLB

[COUNTERTERRORISM/
COUNTERINTELLIGENCE/CYBER]

Attn: [UNIT]

[REQUESTING OFFICE]

Attn: SSA [SQUAD SUPERVISOR]
SA [CASE AGENT]

[OFFICE OF ORIGIN]

Attn: SA [CASE AGENT]
[Squad] [X]

[DELIVERING DIVISION]
(if using personal service)

Attn: SSA [SQUAD SUPERVISOR]
[Squad] [X]

From: [DRAFTING DIVISION]

[APPROVING OFFICIAL]

Contact: [CASE AGENT, telephone number (000)000-0000]

Approved By: [ADIC NAME (IF APPLICABLE)]
[SAC NAME]
[ASAC NAME]
[CDC NAME]
[SSA NAME]

Drafted By: [LAST, FIRST, MIDDLE: INITIALS]

Case ID #: ~~(S)~~ [CASE FILE NUMBER] (Pending)

Title: ~~(S)~~ [SUBJECT]
[AKA [ALIAS] (IF APPLICABLE)]
[FCI/IT - FOREIGN POWER]
[OO: OFFICE OF ORIGIN]

Synopsis: (U) Approves the issuance of an ECPA National Security Letter (NSL) for electronic communications transactional records; provides reporting data; and, if necessary, transmits the NSL for delivery to the electronic communications service provider.

~~SECRET~~

~~SECRET~~

To: [DELIVERING DIVISION] From: [DRAFTING DIVISION]
Re: (S) [CASE FILE NUMBER, 00/00/2006]

(S)

Derived From : G-3
Declassify On: [10 Years from date of EC]

[FULL/PRELIMINARY] Investigation Instituted: (S) [00/00/2006]

Reference: (S) [CASE FILE NUMBER SERIAL XXX]

Enclosure(s): (U) Enclosed for [DELIVERING DIVISION or OFFICE OF ORIGIN, depending on whether service is personal or through restricted delivery service or fax] is an NSL dated [00/00/2006], addressed to [COMPANY POC NAME], [TITLE, (if available)], [COMPANY NAME], [COMPANY ADDRESS - NO P.O. BOX], [CITY, STATE - NO ZIP CODE if using personal service], requesting the names, addresses, lengths of service, and electronic transactional records for the [e-mail/IP] address holder(s) listed.

Details: (S) A [FULL/PRELIMINARY] [FOREIGN COUNTERINTELLIGENCE/ INTERNATIONAL TERRORISM] investigation of subject, a [U.S. PERSON/NON-U.S. PERSON], was authorized in accordance with the Attorney General Guidelines because [Give a full explanation of the justification for opening and maintaining the investigation on the subject. Barebones facts will not suffice and will cause the request to be rejected for legal insufficiency]. These electronic communications transactional records are being requested to [Fully state the relevance of the requested records to the investigation].

(S) This electronic communication documents the [APPROVING OFFICIAL's] approval and certification of the enclosed NSL. For mandatory reporting purposes, the enclosed NSL seeks electronic communication transactional records on [NUMBER OF] [e-mail/IP address(es)] from [ISP #1]; [NUMBER OF] [e-mail/IP address(es)] from [ISP #2], etc. [In the case of multiple addresses to the same ISP, if you know how many different persons attach to those addresses, please state. If request is for person(s) other than the subject of the investigation or in addition to the subject of the investigation, please state USP status of those persons. In other words, do your best to give as much information as you can, for congressional reporting purposes.]

(U) Arrangements should be made with the electronic communications service provider to provide the records [personally to an employee of the DELIVERING division OR through use of a delivery service or secure fax to OFFICE OF ORIGIN] within [NUMBER OF] business days of receipt of this request. The electronic communications service provider should neither send the records through routine mail service nor utilize the name of the subject of the request in any telephone calls to the FBI.

[Certification and Activation of the Nondisclosure Requirement: There is no longer an automatic prohibition that prevents the recipient of a

~~SECRET~~

2

NSL VIO-10183

~~SECRET~~

To: [DELIVERING DIVISION] From: [DRAFTING DIVISION]
Re: ~~(S)~~ [CASE FILE NUMBER, 00/00/2006]

National Security Letter from disclosing that the FBI has requested the information. To activate the nondisclosure requirement, the senior FBI official approving this EC must use Option 1 below and include in the EC (but not in the NSL) a brief statement of facts that justify the nondisclosure requirement. Option 2 is to be used in all cases where Option 1 is not used.]

DISCLOSURE PROVISIONS

[Option 1 - Invoking Nondisclosure Requirement]

(U) In accordance with 18 U.S.C. § 2709(c) I, the senior official approving this EC, certify that a disclosure of the fact that the FBI has sought or obtained access to the information sought by this letter may endanger the national security of the United States, interfere with a criminal, counterterrorism, or counterintelligence investigation, interfere with diplomatic relations, or endanger the life or physical safety of a person.

(S) Brief statement of the facts justifying my certification in this case:

[Option 2 - Declining to invoke the nondisclosure requirement]

(U) I, the senior official approving this EC, have determined that the facts of this case do not warrant activation of the nondisclosure requirements under the applicable National Security Letter statute.

[Include the next 2 paragraphs in all ECs.]

(U) Information received from an electronic communications service provider may be disseminated in accordance with the Attorney General Guidelines for FBI National Security Investigations and Foreign Intelligence Collection, and, with respect to dissemination to an agency of the United States, only if such information is clearly relevant to the authorized responsibilities of such agency.

(U) Any questions regarding the above can be directed to [CASE AGENT, telephone number (000) 000-0000].

SECRET

~~SECRET~~

To: [DELIVERING DIVISION] From: [DRAFTING DIVISION]
Re: (S) [CASE FILE NUMBER, 00/00/2006]

LEAD(s):

Set Lead 1: (Action)

GENERAL COUNSEL

AT WASHINGTON, DC

(U) NSLB is requested to record the appropriate information needed to fulfill the Congressional reporting requirements for NSLs.

Set Lead 2: (Info)

[COUNERTERRORISM/COUNTERINTELLIGENCE/CYBER]

AT WASHINGTON, DC

(U) At [Unit] Read and Clear.

Set Lead 3: (Action)

[DELIVERING DIVISION - if using personal service]

[AT CITY, STATE]

(U) Deliver the attached NSL as indicated above. Upon receipt of information from the electronic communication service provider, [DELIVERING DIVISION] is requested to submit results to [DRAFTING DIVISION] and [OFFICE OF ORIGIN, if applicable].

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~~SECRET~~

~~SECRET~~

FEDERAL BUREAU OF INVESTIGATION

Precedence: ROUTINE

Date: 00/00/2006

To: General Counsel

Attn: Julie Thomas
Deputy General Counsel, NSLB

[COUNTERTERRORISM/
COUNTERINTELLIGENCE/CYBER]

Attn: [UNIT]

[REQUESTING OFFICE]

Attn: SSA [SQUAD SUPERVISOR]
SA [CASE AGENT]

[OFFICE OF ORIGIN]

Attn: SA [CASE AGENT]
[SQUAD] [X]

[DELIVERING DIVISION]
(if using personal service)

Attn: SSA [SQUAD SUPERVISOR]
[SQUAD] [X]

From: [DRAFTING DIVISION]

[APPROVING OFFICIAL]

Contact: [CASE AGENT, telephone number (000) 000-0000]

Approved By: [ADIC NAME, IF APPLICABLE]
[SAC NAME]
[ASAC NAME]
[CDC NAME]
[SSA NAME]

Drafted By: [LAST, FIRST MIDDLE: INITIALS]

Case ID #: ~~(S)~~ [CASE FILE NUMBER] (Pending)

Title: ~~(S)~~ [SUBJECT]
[AKA] [ALIAS, IF APPLICABLE]
[IT/FCI - FOREIGN POWER]
[OO: OFFICE OF ORIGIN]

Synopsis: (U) Approves the issuance of an RFPA National Security Letter (NSL) for financial records; provides reporting data; and, if necessary, transmits the NSL for delivery to the financial institution.

~~(S)~~

Derived From : G-3
Declassify On: [10 years from date of EC]

~~SECRET~~

~~SECRET~~

To: [CTD/CD] From: [DRAFTING DIVISION]
Re: (S) [CASE FILE NUMBER, 00/00/2006]

[FULL/PRELIMINARY] Investigation Instituted: (S) 00/00/2006

Reference: (S) [CASE FILE NUMBER SERIAL XXX]

Enclosure(s): (U) Enclosed for [DELIVERING DIVISION or OFFICE OF ORIGIN, depending on whether service is personal or through restricted delivery service] is an NSL dated [00/00/2006], addressed to [COMPANY POC NAME], [TITLE (if available)], [COMPANY NAME], [COMPANY ADDRESS - NO P.O. BOX], [CITY, STATE - NO ZIP CODE if using personal service], requesting financial records of the customer listed.

Details: (S) A [FULL/PRELIMINARY] [FOREIGN COUNTERINTELLIGENCE/ INTERNATIONAL TERRORISM] investigation of subject, a [U.S. PERSON/NON-U.S. PERSON], was authorized in accordance with the Attorney General Guidelines because [Give a full explanation of the justification for opening and maintaining the investigation on the subject; barebones facts will not suffice and will cause the request to be rejected for legal insufficiency]. These financial records are being requested to [Fully state the relevance of the requested records to the investigation].

(S) This electronic communication documents the [APPROVING OFFICIAL's] approval and certification of the enclosed NSL. For mandatory reporting purposes, the enclosed NSL seeks financial records for [NUMBER OF] [individual(s)/account(s)] from [financial institution #1]; [NUMBER OF] [individual(s)/accounts] from [financial institution #2], etc. [In the case of multiple accounts to the same financial institution, if you know how many different persons attach to those accounts, please state. If request is for person(s) other than the subject of the investigation or in addition to the subject of the investigation, please state USP status of those persons. In other words, do your best to give as much information as you can, for congressional reporting purposes.]

(U) Arrangements should be made with the financial institution to provide the records [personally to an employee of the DELIVERING DIVISION OR through use of a delivery service or secure fax to OFFICE OF ORIGIN] within [NUMBER OF] business days of receipt of this request. The financial institution should neither send the records through routine mail service nor utilize the name of the subject of the request in any telephone calls to the FBI.

DISCLOSURE PROVISIONS

[Option 1 - Invoking Nondisclosure Requirement]

~~SECRET~~

2

NSL VIO-10187

~~SECRET~~

To: [CTD/CD]

From: [DRAFTING DIVISION]

Re: ~~(S)~~ [CASE FILE NUMBER, 00/00/2006]

(U) In accordance with 18 U.S.C. § 2709(c) I, the senior official approving this EC, certify that a disclosure of the fact that the FBI has sought or obtained access to the information sought by this letter may endanger the national security of the United States, interfere with a criminal, counterterrorism, or counterintelligence investigation, interfere with diplomatic relations, or endanger the life or physical safety of a person.

~~(S)~~ Brief statement of the facts justifying my certification in this case:

[Option 2 - Declining to invoke the nondisclosure requirement]

(U) I, the senior official approving this EC, have determined that the facts of this case do not warrant activation of the nondisclosure requirements under the applicable National Security Letter statute.

[Include the next 2 paragraphs in all ECs.]

(U) Information received from an electronic communications service provider may be disseminated in accordance with the Attorney General Guidelines for FBI National Security Investigations and Foreign Intelligence Collection, and, with respect to dissemination to an agency of the United States, only if such information is clearly relevant to the authorized responsibilities of such agency.

(U) Any questions regarding the above can be directed to [CASE AGENT, telephone number (000) 000-0000].

~~SECRET~~

~~SECRET~~

To: [CTD/CD] From: [DRAFTING DIVISION]
Re: (S) [CASE FILE NUMBER, 00/00/2006]

LEAD(s):

Set Lead 1: (Action)

GENERAL COUNSEL

AT WASHINGTON, DC

(U) NSLB is requested to record the appropriate information needed to fulfill the Congressional reporting requirements for NSLs.

Set Lead 2: (Info)

[COUNTERTERRORISM/COUNTERINTELLIGENCE/CYBER]

AT WASHINGTON, DC

(U) At [Unit] Read and Clear

Set Lead 3: (Action)

[DELIVERING DIVISION - if using personal service]

[AT CITY, STATE]

(U) Deliver the attached NSL as indicated above. Upon receipt of information from the financial institution, [DELIVERING DIVISION] is requested to submit results to [DRAFTING DIVISION] and [OFFICE OF ORIGIN, if applicable].

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~~SECRET~~

4

NSL VIO-10189

~~SECRET~~

FEDERAL BUREAU OF INVESTIGATION

Precedence: ROUTINE

Date: 00/00/2006

To: General Counsel

Attn: Julie Thomas
Deputy General Counsel, NSLB

[COUNTERTERRORISM/
COUNTERINTELLIGENCE/CYBER]

Attn: [UNIT]

[REQUESTING OFFICE]

Attn: SSA [SQUAD SUPERVISOR]
SA [CASE AGENT]

[OFFICE OF ORIGIN]

Attn: SA [CASE AGENT]
[Squad] [X]

[DELIVERING DIVISION]
(if using personal service)

Attn: SSA [SQUAD SUPERVISOR]
[Squad] [X]

From: [DRAFTING DIVISION]

[APPROVING OFFICIAL]

Contact: [CASE AGENT, telephone number (000) 000-0000]

Approved By: [ADIC NAME (IF APPLICABLE)]
[SAC NAME]
[ASAC NAME]
[CDC NAME]
[SSA NAME]

Drafted By: [LAST FIRST MIDDLE NAME: INITIALS]

Case ID #: (S) [CASE FILE NUMBER] (Pending)

Title: (S) [SUBJECT]
[A.K.A.] [ALIAS (IF APPLICABLE)]
[IT/FCI - FOREIGN POWER]
OO: [OFFICE OF ORIGIN]

Synopsis: (S) Approves the issuance of an FCRA Section 1681u(a) National Security Letter (NSL) for financial institution listings; provides reporting data; and, if necessary, transmits the NSL for delivery to the credit reporting company.

~~SECRET~~

~~SECRET~~

To: [DELIVERING DIVISION] From: [DRAFTING DIVISION]
Re: (S) [CASE FILE NUMBER, 00/00/2006]

(S) Derived From : G-3
Declassify On: [10 years from date of EC]

[FULL/PRELIMINARY] Investigation Instituted: (S) [00/00/2006]

Reference: (S) [CASE FILE NUMBER Serial XXX]

Enclosure(s): (U) Enclosed for [DELIVERING DIVISION or OFFICE OF ORIGIN, depending on whether service is personal or through restricted delivery service or fax] is an NSL dated [00/00/2005], addressed to [COMPANY POC NAME], [TITLE (if available)], [COMPANY NAME], [COMPANY ADDRESS - NO P.O. BOX], [CITY, STATE - NO ZIP CODE if using personal service], requesting the names and addresses of financial institutions at which the listed consumer maintains or has maintained an account.

Details: (S) A [FULL/PRELIMINARY] [FOREIGN COUNTERINTELLIGENCE/ INTERNATIONAL TERRORISM] investigation of subject, a [U.S. PERSON/NON-U.S. PERSON], was authorized in accordance with the Attorney General Guidelines because [Give a full explanation of the justification for opening and maintaining the investigation of the subject; barebones facts will not suffice and will cause the request to be rejected for legal insufficiency.] This financial institution information is being requested to [Fully state the relevance of the requested records to the investigation].

(S) This electronic communication documents the [APPROVING OFFICIAL's] approval and certification of the enclosed NSL. For mandatory reporting purposes, the enclosed NSL seeks the financial institution listings for [NUMBER OF] individual(s) from [credit reporting company #1]; [NUMBER OF] individual(s) from [credit reporting company #2], etc. [If there are requests from multiple reporting companies for the same person, please state. If request is for person(s) other than the subject of the investigation or in addition to the subject of the investigation, please state USP status of those persons. In other words, do your best to give as much information as you can, for congressional reporting purposes.]

(U) Arrangements should be made with the credit reporting company to provide the records [personally to an employee of the DELIVERING DIVISION or through use of a delivery service or secure fax to OFFICE OF ORIGIN] within [NUMBER OF] business days of receipt of this request. The credit reporting company should neither send the records through routine mail delivery nor utilize the name of the subject of the request in any telephone calls to the FBI.

~~SECRET~~

~~SECRET~~

To: [DELIVERING DIVISION] From: [DRAFTING DIVISION]
Re: (S) [CASE FILE NUMBER, 00/00/2006]

DISCLOSURE PROVISIONS

[Certification and Activation of the Nondisclosure Requirement: There is no longer an automatic prohibition that prevents the recipient of a National Security Letter from disclosing that the FBI has requested the information. To activate the nondisclosure requirement, the senior FBI official approving this EC must use Option 1 below and include in the EC (but not in the NSL) a brief statement of facts that justify the nondisclosure requirement. Option 2 is to be used in all cases where Option 1 is not used.]

[Option 1 - Invoking Nondisclosure Requirement]

(U) In accordance with 18 U.S.C. § 2709(c) I, the senior official approving this EC, certify that a disclosure of the fact that the FBI has sought or obtained access to the information sought by this letter may endanger the national security of the United States, interfere with a criminal, counterterrorism, or counterintelligence investigation, interfere with diplomatic relations, or endanger the life or physical safety of a person.

~~(S)~~ Brief statement of the facts justifying my certification in this case:

[Option 2 - Declining to invoke the nondisclosure requirement]

(U) I, the senior official approving this EC, have determined that the facts of this case do not warrant activation of the nondisclosure requirements under the applicable National Security Letter statute.

[Include the next 2 paragraphs in all Ecs.]

(U) Information received herein from a credit reporting company may be disseminated in accordance with the Attorney General Guidelines for FBI National Security Investigations and Foreign Intelligence Collection, subject to the following statutory limitation. Dissemination of such information is limited to other Federal agencies as may be necessary for the approval or conduct of a foreign counterintelligence investigation, or, where the information concerns a person subject to the Uniform Code of Military Justice, to appropriate investigative authorities within the military department concerned as may be necessary for the conduct of a joint foreign counterintelligence investigation.

~~SECRET~~

~~SECRET~~

To: [DELIVERING DIVISION] From: [DRAFTING DIVISION]
Re: (S) [CASE FILE NUMBER, 00/00/2006]

(U) Any questions regarding the above can be directed to
[CASE AGENT, telephone number (000) 000-0000.]

~~SECRET~~

~~SECRET~~

To: [DELIVERING DIVISION] From: [DRAFTING DIVISION]
Re: (S) [CASE FILE NUMBER, 00/00/2006]

LEAD(s):

Set Lead 1: (Action)

GENERAL COUNSEL

AT WASHINGTON, DC

(U) NSLB is requested to record the appropriate information needed to fulfill the Congressional reporting requirements for NSLs.

Set Lead 2: (Info)

[COUNTERTERRORISM/COUNTERINTELLIGENCE/CYBER]

AT WASHINGTON, DC

(U) At [Unit] Read and Clear

Set Lead 3: (Action)

[DELIVERING OFFICE - if using personal service]

[AT CITY, STATE]

(U) Deliver the attached NSL as indicated above. Upon receipt of information from the credit reporting company, [DELIVERING DIVISION] is requested to submit results to [DRAFTING DIVISION] and [OFFICE OF ORIGIN, if applicable].

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~~SECRET~~

~~SECRET~~

FEDERAL BUREAU OF INVESTIGATION

Precedence: ROUTINE

Date: 00/00/2006

To: General Counsel

Attn: Julie Thomas
Deputy General Counsel, NSLB

[COUNTERTERRORISM/
COUNTERINTELLIGENCE/CYBER]

Attn: [UNIT]

[REQUESTING OFFICE]

Attn: SSA [SQUAD SUPERVISOR]
SA [CASE AGENT]

[OFFICE OF ORIGIN]

Attn: SA [CASE AGENT]
[Squad] [X]

[DELIVERING DIVISION]
(if using personal service)

Attn: SSA [SQUAD SUPERVISOR]
[Squad] [X]

From: [DRAFTING DIVISION]

[APPROVING OFFICIAL]

Contact: [CASE AGENT, telephone number (000) 000-0000]

Approved By: [ADIC NAME (IF APPLICABLE)]
[SAC NAME]
[ASAC NAME]
[CDC NAME]
[SSA NAME]

Drafted By: [LAST FIRST MIDDLE NAME: INITIALS]

Case ID #: (S) [CASE FILE NUMBER] (Pending)

Title: (S) [SUBJECT]
[A.K.A.] [ALIAS (IF APPLICABLE)]
[IT/FCI - FOREIGN POWER]
OO: [OFFICE OF ORIGIN]

Synopsis: (U) Approves the issuance of an FCRA Section 1681u(b) National Security Letter (NSL) for consumer identifying information; provides reporting data; and, if necessary, transmits the NSL for delivery to the credit reporting company.

~~SECRET~~

~~SECRET~~

To: [DELIVERING DIVISION] From: [DRAFTING DIVISION]
Re: (S) [CASE FILE NUMBER, 00/00/2006]

~~(S)~~ Derived From : G-3
Declassify On: [10 years from date of EC]

[FULL/PRELIMINARY] Investigation Instituted: (S) [00/00/2006]

Reference: ~~(S)~~ [CASE FILE NUMBER Serial XXX]

Enclosure(s): (U) Enclosed for [DELIVERING DIVISION or OFFICE OF ORIGIN, depending on whether service is personal or through restricted delivery service or fax] is an NSL dated [00/00/2006], addressed to [COMPANY POC NAME], [TITLE (if available)], [COMPANY NAME], [COMPANY ADDRESS - NO P.O. BOX], [CITY, STATE - NO ZIP CODE if using personal service], requesting consumer identifying information relating to the consumer listed.

Details: ~~(S)~~ A [FULL/PRELIMINARY] [FOREIGN COUNTERINTELLIGENCE/ INTERNATIONAL TERRORISM] investigation of subject, a [U.S. PERSON/NON-U.S. PERSON], was authorized in accordance with the Attorney General Guidelines because [Give a full explanation of the justification for opening and maintaining the investigation on the subject; barebones facts will not suffice and will cause the request to be rejected for legal insufficiency]. This consumer identifying information is being requested to [Fully state the relevant of the requested records to the investigation].

~~(S)~~ This electronic communication documents the [APPROVING OFFICIAL's] approval and certification of the enclosed NSL. For mandatory reporting purposes, the enclosed NSL seeks consumer identifying information for [NUMBER OF] individual(s) from [credit reporting company #1]; [NUMBER OF] individual(s) from [credit reporting company #2], etc. [If there are requests from multiple reporting companies for the same person, please state. If request is for person(s) other than the subject of the investigation or in addition to the subject of the investigation, please state USP status of those persons. In other words, do your best to give as much information as you can, for congressional reporting purposes.]

(U) Arrangements should be made with the credit reporting company to provide the records [personally to an employee of the DELIVERING DIVISION or through use of a delivery service or secure fax to OFFICE OF ORIGIN] within [NUMBER OF] business days of receipt of this request. The credit reporting company should neither send the records through routine mail service nor utilize the name of the subject of the request in any telephone calls to the FBI.

~~SECRET~~

~~SECRET~~

To: [DELIVERING DIVISION] From: [DRAFTING DIVISION]
Re: (S) [CASE FILE NUMBER, 00/00/2006]

DISCLOSURE PROVISIONS

[Certification and Activation of the Nondisclosure Requirement: There is no longer an automatic prohibition that prevents the recipient of a National Security Letter from disclosing that the FBI has requested the information. To activate the nondisclosure requirement, the senior FBI official approving this EC must use Option 1 below and include in the EC (but not in the NSL) a brief statement of facts that justify the nondisclosure requirement. Option 2 is to be used in all cases where Option 1 is not used.]

[Option 1 - Invoking Nondisclosure Requirement]

(U) In accordance with 18 U.S.C. § 2709(c) I, the senior official approving this EC, certify that a disclosure of the fact that the FBI has sought or obtained access to the information sought by this letter may endanger the national security of the United States, interfere with a criminal, counterterrorism, or counterintelligence investigation, interfere with diplomatic relations, or endanger the life or physical safety of a person.

~~(S)~~ Brief statement of the facts justifying my certification in this case:

[Option 2 - Declining to invoke the nondisclosure requirement]

(U) I, the senior official approving this EC, have determined that the facts of this case do not warrant activation of the nondisclosure requirements under the applicable National Security Letter statute.

[Include the next 2 paragraphs in all ECs.]

(U) Information received herein from a credit reporting company may be disseminated in accordance with the Attorney General Guidelines for FBI National Security Investigations and Foreign Intelligence Collection, subject to the following statutory limitation. Dissemination of such information is limited to other Federal agencies as may be necessary for the approval or conduct of a foreign counterintelligence investigation, or, where the information concerns a person subject to the Uniform Code of Military Justice, to appropriate investigative authorities within the military department concerned as may be necessary for the conduct of a joint foreign counterintelligence investigation.

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~~SECRET~~

To: [DELIVERING DIVISION] From: [DRAFTING DIVISION]
Re: (S) [CASE FILE NUMBER, 00/00/2006]

(U) Any questions regarding the above can be directed to
the [CASE AGENT, telephone number (000) 000-0000.]

~~SECRET~~

~~SECRET~~

To: [DELIVERING DIVISION] From: [DRAFTING DIVISION]
Re: ~~(S)~~ [CASE FILE NUMBER, 00/00/2006]

LEAD(s):

Set Lead 1: (Action)

GENERAL COUNSEL

AT WASHINGTON, DC

(U) NSLB is requested to record the appropriate information needed to fulfill the Congressional reporting requirements for NSLs.

Set Lead 2: (Info)

[COUNTERTERRORISM/COUNTERINTELLIGENCE/CYBER]

AT WASHINGTON, DC

(U) At [Unit] Read and Clear

Set Lead 3: (Action)

[DELIVERING OFFICE -if using personal service]

[AT CITY, STATE]

(U) Deliver the attached NSL as indicated above. Upon receipt of information from the credit reporting company, [DELIVERING DIVISION] is requested to submit results to [DRAFTING DIVISION] and [OFFICE OF ORIGIN, if applicable].

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~~SECRET~~

~~SECRET~~

FEDERAL BUREAU OF INVESTIGATION

Precedence: ROUTINE

Date: 00/00/2006

To: General Counsel

Attn: Julie Thomas
Deputy General Counsel, NSLB

[COUNTERTERRORISM]

Attn: [UNIT]

[REQUESTING OFFICE]

Attn: SSA [SQUAD SUPERVISOR]
SA [CASE AGENT]

[OFFICE OF ORIGIN]

Attn: SA [CASE AGENT]
[Squad] [X]

[DELIVERING DIVISION]
(if using personal service)

Attn: SSA [SQUAD SUPERVISOR]
[Squad] [X]

From: [DRAFTING DIVISION]

[APPROVING OFFICIAL]

Contact: [CASE AGENT, telephone number (000) 000-0000]

Approved By: [ADIC NAME (IF APPLICABLE)]
[SAC NAME]
[ASAC NAME]
[CDC NAME]
[SSA NAME]

Drafted By: [LAST FIRST MIDDLE NAME: INITIALS]

Case ID #: (S) [CASE FILE NUMBER] (Pending)

Title: (S) [SUBJECT]
[A.K.A.] [ALIAS (IF APPLICABLE)]
[IT/FCI - FOREIGN POWER]
OO: [OFFICE OF ORIGIN]

Synopsis: (U) Approves the issuance of an FCRA Section 1681v National Security Letter (NSL) for a full credit report in an international terrorism investigation; provides reporting data; and, if necessary, transmits the NSL for delivery to the credit reporting company.

~~SECRET~~

~~SECRET~~

To: [DELIVERING DIVISION] From: [DRAFTING DIVISION]
Re: (S) [CASE FILE NUMBER, 00/00/2006]

(S) Derived From : G-3
Declassify On: [10 years after the date of EC]

[FULL/PRELIMINARY] Investigation Instituted: (S) [00/00/2006]

Reference: (S) [CASE FILE NUMBER Serial XXX]

Enclosure(s): (U) Enclosed for [DELIVERING DIVISION or OFFICE OF ORIGIN, depending on whether service is personal or through restricted delivery system or fax] is an NSL dated [00/00/2006], addressed to [COMPANY POC NAME], [TITLE (if available)], [COMPANY NAME], [COMPANY ADDRESS - NO P.O. BOX], [CITY, STATE - NO ZIP CODE if using personal service], requesting a full consumer credit report and all information in its files relating to the consumer listed.

Details: (S) A [FULL/PRELIMINARY] international terrorism investigation of subject, a [U.S. PERSON/NON-U.S. PERSON], was authorized in accordance with the Attorney General Guidelines because [Give a full explanation of the justification for opening and maintaining the investigation on the subject; barebones facts will not suffice and will cause the request to be rejected for legal insufficiency]. This full credit report is being requested to [Fully state the relevance of the requested records to the investigation].

(S) This electronic communication documents the [APPROVING OFFICIAL's] approval and certification of the enclosed NSL. For reporting purposes, the enclosed NSL seeks the consumer credit report of [NUMBER OF] individual(s) from [credit reporting company #1]; [NUMBER OF] individual(s) from [credit reporting company #2], etc. [If there are requests from multiple reporting companies for the same person, please state. If request is for person(s) other than the subject of the investigation or in addition to the subject of the investigation, please state USP status. In other words, do your best to give as much information as you can, for congressional reporting purposes.]

(U) Arrangements should be made with the credit reporting company to provide the records [personally to an employee of the DELIVERING DIVISION or through use of a delivery service or secure fax to OFFICE OF ORIGIN] within [NUMBER OF] business days of receipt of this request. The credit reporting company should neither send the records through routine mail delivery nor utilize the name of the subject of the request in any telephone calls to the FBI.

~~SECRET~~

~~SECRET~~

To: [DELIVERING DIVISION] From: [DRAFTING DIVISION]
Re: ~~(S)~~ [CASE FILE NUMBER, 00/00/2006]

DISCLOSURE PROVISIONS

[Certification and Activation of the Nondisclosure Requirement: There is no longer an automatic prohibition that prevents the recipient of a National Security Letter from disclosing that the FBI has requested the information. To activate the nondisclosure requirement, the senior FBI official approving this EC must use Option 1 below and include in the EC (but not in the NSL) a brief statement of facts that justify the nondisclosure requirement. Option 2 is to be used in all cases where Option 1 is not used.]

[Option 1 - Invoking Nondisclosure Requirement]

(U) In accordance with 18 U.S.C. § 2709(c) I, the senior official approving this EC, certify that a disclosure of the fact that the FBI has sought or obtained access to the information sought by this letter may endanger the national security of the United States, interfere with a criminal, counterterrorism, or counterintelligence investigation, interfere with diplomatic relations, or endanger the life or physical safety of a person.

~~(S)~~ Brief statement of the facts justifying my certification in this case:

[Option 2 - Declining to invoke the nondisclosure requirement]

(U) I, the senior official approving this EC, have determined that the facts of this case do not warrant activation of the nondisclosure requirements under the applicable National Security Letter statute.

[Include the next 2 paragraphs in all ECs.]

(U) Information received herein from a credit reporting company may be disseminated in accordance with the Attorney General Guidelines on National Security Investigations and Foreign Intelligence Collection

(U) Any questions regarding the above can be directed to the [CASE AGENT, telephone number (000) 000-0000.]

~~SECRET~~

~~SECRET~~

To: [DELIVERING DIVISION] From: [DRAFTING DIVISION]
Re: ~~(S)~~ [CASE FILE NUMBER, 00/00/2006]

LEAD(s):

Set Lead 1: (Action)

GENERAL COUNSEL

AT WASHINGTON, DC

(U) NSLB is requested to record the appropriate information needed to fulfill the Congressional reporting requirements for NSLs.

Set Lead 2: (Info)

COUNTERTERRORISM

AT WASHINGTON, DC

(U) At [Unit] Read and Clear

Set Lead 3: (Action)

[DELIVERING OFFICE- if using personal service]

[AT CITY, STATE]

(U) Deliver the attached NSL as indicated above. Upon receipt of information from the credit reporting company, [DELIVERING DIVISION] is requested to submit results to [DRAFTING DIVISION] and [OFFICE OF ORIGIN, if applicable].

◆◆

~~SECRET~~

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