

[MEETING INTERMEDIATES]

[Updated 12/10/21. Unauthorized distribution of this document is a violation of Sect. I of the Information Security Guide.]

In person interviews are conducted to scrutinize the information given by the intermediate after passing their interview, and to engage in conversations about any number of other topics to discern the genuineness of the intermediate. The vetting process is never in a stage of full completion at any point during this process. Intermediates should not be treated as full, or partial members.

- There is no hard limit to how many meetings need to be done to determine the validity of an intermediate. Sometimes one meeting will do the job, and at others a second will be necessary. At any more than three meetings needed, it is unlikely the intermediate has worthwhile potential as a member.
- If you are in a NW, the meeting must include the ND, or the one of a maximum of two other ND-appointed NW Members given the responsibility to meet intermediates. Even in this case, the meetings should not be conducted alone. Two to three is an ideal number in most cases, as it allows a variety of perspectives without appearing imposing.
- Have several people talk to the intermediate over time. Keep the conversation multifaceted. Focus on details. Ask the intermediate to expand on seemingly small elements of a story. Have two members ask questions about the same story at different points, and then compare notes once they are back together to search for discrepancies or differences.
- The intermediate must be vetted after the interview takes place. Previous meetups with members do not count, even if they included activism. Experience in other groups, or as a friend, can be relevant to the process, but does not count in itself.
- The intermediate must be vetted with a neutral party for the meeting to count. Previous friends or family do not count towards the completion of the evaluation process.

[APPROACH]

- Meet in a public space. Ideally a space with several buildings and walkways nearby. Public parks, shopping centers, and walkable areas are good for this.
- Arrive 15 to 30 minutes early. Drive or walk the general area to look for any people walking around who may look out of place. Keep an eye out for groups. If you are doing activism later during the meeting, scout the route that you are planning to take, so you know the area. Only very low risk activism should be done at these meetings. Restricted to the placement of promotional materials.
- Do not park immediately within view. If possible, park at a nearby establishment to the one you are meeting the person at. Avoid being seen getting out of or into your car by the intermediate.

- Ask the intermediate to convey his appearance on the vetting platform before he arrives on location. Examples are what color of shirt, style of jacket, type of hat or sunglasses. This way you can see him before he sees you. This is essential.
- With your accompanying activist, appear innocuous and blend into the surrounding pedestrians or locals. Dress, act, and move to blend with your surroundings.
- Ask the intermediate to stand, sit, or generally be around a local landmark like the front of a store, fountain, bench, statue, or street corner. Do not be immediately at this location, but keep it fully within view
- Once you have visual confirmation of the intermediate from a distance, send the specific shop, address, or area you are at to him or make your approach directly.

[GREETING AND SEARCH]

- Walk with the intermediate to a safe location very close by, perhaps with a table or at a restaurant. Do not discuss any matters of importance during this time. Go over introductions and mild chatter to gain a comfortable footing.
- Ask him to place his phone face up on the table, and to unlock it. View the screen closely, and watch everything he does without taking the device yourself. Inform him not to adjust or mess with matters on the phone if not instructed. He will view all open apps, and then close all open apps.
- Ask to see confirmation of use of certain social media accounts, see if the intermediate has Twitter, Gab, Telegram. If applicable, ask to see the timelines of these accounts, follower lists, and make note of the account name for future reference. Remember that the phone should be flat on the table during this process, and the intermediate may operate it himself but only under direct supervision. If no social media is present, you may ask to see the contents of his gallery to view political messages, memes, etc. The point of this process is not to uncover personally identifying information necessarily, and no notes should be made of such.
- Once this process is done to satisfaction, the intermediate will be instructed to close all applications again, and deactivate his device. It will remain on the table face up. The intermediate will calmly be instructed to turn out his pockets, turn out any outer layer such as a jacket or hat, and evenly lift up his shirt to expose anything tucked or strapped beneath the waistline.
- Look for items that could hide cameras on his person. Pens in front pockets, water bottles, or any devices clipped to his clothing. Look closely to determine if there are suspicious outlines of any potential devices in the intermediate's pockets, sleeves, or shirt.
- If this process is not enough to satisfy concern with the intermediate, a more thorough search can be conducted.

[CONVERSATION AND ACTIVISM]

- Those cleared for interviewing intermediates should have ample time to review and study the intermediate's vetting record beforehand. They should be familiar with his responses and know what to look for, and what details to ask about.
- Topics to talk about should be primarily dependent upon the intermediate's responses in the interview stage of the evaluation process, but valuable points of reference should be his personal political history, and his aspirations with the organization. You should be keeping a mental or even physical list of key points in the conversation and regularly return to certain topics to uncover greater detail.
- Doing some light activism in the form of stickering or placing other materials are suggested, and you should be mindful of the mannerisms of the intermediate. Don't let him run off on his own or get behind you for long periods of time.
- Some coaching on the best way to take photos of the placed material should also be done in this case, and is a good opportunity to look for notifications on the top of his device which may indicate a recording application being open or anything else suspicious.
- Make sure you are not seen getting back into your car by the intermediate. Don't give a for-sure message on his membership status until you have fully concluded the meeting and reported back to leadership with your findings.
- If manpower permits, have a second activist following along from a distance, or listening in a table over, noting any suspicious actions as a distanced observer, until ready to introduce himself as well.