



Homeland Security

DEC 17 2019

MEMORANDUM FOR:

(b)(6); (b)(7)(C)

Chief, Asset and Facilities Management Officer
U.S. Immigration and Customs Enforcement

FROM:

(b)(6); (b)(7)(C)

Chief Readiness Support Officer

SUBJECT:

Waiver Request for Transportation of Non-Government Personnel
in Government Owned or Leased Vehicles

I have determined that the U.S. Immigration and Customs Enforcement request for the transport of non-government personnel in government owned or leased vehicles during the Homeland Security Investigations Citizens Academy during Fiscal Year 2020, per the schedule listed in the table below, is approved pursuant to Department of Homeland Security (DHS) Manual 119-06-001-01 (Revision 1), *Motor Vehicle Fleet Program (Feb. 2, 2017)* and policy Directive 118-02 (Nov. 15, 2018).

SAC Office	FY20 Anticipated Dates	
	Beginning	Ending
Atlanta	7/1/2020	9/30/2020
Baltimore	1/2/2020	4/15/2020
Baltimore (2nd class for FY)	5/15/2020	8/15/2020
Boston	4/1/2020	6/30/2020
Boston	12/1/2019	1/15/2020
Buffalo	3/2/2020	6/28/2020
Charlotte	2/1/2020	4/30/2020
Chicago	4/1/2020	8/30/2020
Dallas	3/1/2020	5/30/2020
Denver	3/1/2020	4/30/2020
Detroit	2/1/2020	4/30/2020
D.C.	7/1/2020	9/30/2020
El Paso	3/1/2020	6/30/2020
Honolulu	4/1/2020	6/30/2020
Houston	4/1/2020	6/30/2020
Kansas City	9/10/2020	10/22/2020
Las Vegas	2/1/2020	7/30/2020

ICE Request for Authority for Citizens Academy Participants to Ride in Government Owned or Leased Vehicles

Page 2

Los Angeles	1/2/2020	4/30/2020
Miami	8/1/2020	9/30/2020
Nashville	3/1/2020	5/30/2020
New Orleans	1/2/2020	5/30/2020
New York	1/2/2020	3/30/2020
Newark	2/1/2020	4/30/2020
Philadelphia	7/1/2020	9/30/2020
Phoenix	4/1/2020	6/30/2020
San Antonio	7/1/2020	9/30/2020
San Diego	2/1/2020	5/30/2020
San Francisco	1/2/2020	4/30/2020
San Juan	10/23/2019	12/11/2019
Seattle	6/1/2020	9/30/2020
St Paul	4/1/2020	5/30/2020
Tampa	1/2/2020	3/30/2020

Prior to each Citizens Academy event, the participant list must be reviewed and approved by the Special Agent in Charge. A copy of each approved participant list must be on file and made available, if requested. Please ensure that non-government personnel are accompanied in the vehicle by DHS officials at all times, space is available that is not needed for other government personnel, and there are no additional costs to the government.

Please direct questions to (b)(6); (b)(7)(C) @hq.dhs.gov or (202) 878-(b)(6); (b)(7)(C)