

3 FAM 2140 CRIMINAL INVESTIGATIONS TRAINING PROGRAM (CITP)

*(CT:PER-604; 06-12-2008)
(Office of Origin: DS)*

3 FAM 2141 AUTHORITY

*(TL:PER-472; 05-20-2003)
(State Only)*

(Applies to Foreign Service and Civil Service Employees)

22 U.S.C. 4823 provides the authority for the Secretary of State to prescribe the qualifications required for the assignment or appointment of personnel to special agent positions within the Diplomatic Security Service.

3 FAM 2142 TRAINING REQUIREMENTS

*(TL:PER-472; 05-20-2003)
(State Only)*

(Applies to Foreign Service and Civil Service Employees)

All new special agent candidates and agent candidates seeking reappointment are required to satisfactorily complete the Criminal Investigations Training Program (CITP) at the Federal Law Enforcement Training Center (FLETC). Upon successful completion of the FLETC program, agent candidates must satisfactorily complete all modules of the Basic Special Agent Course (BSAC) in order to be sworn in as a special agent.

3 FAM 2143 ATTENDANCE EXCEPTIONS

*(CT:PER-604; 06-12-2008)
(State Only)*

(Applies to Foreign Service and Civil Service Employees)

- a. An agent candidate who has previously completed the *Federal Law Enforcement Training Center (FLETC) Criminal Investigations Training Program (CITP)* may request an exception from this portion of the DS Basic Agent training. The agent candidate must apply in writing for an exception to attending FLETC to the Assistant Director for Training (DS/DSS/T) with evidence supporting one of the following exceptions:

- (1) The agent candidate has served in a GS-1811 position at another Federal law enforcement agency, without a break in service, and has previously completed the FLETC CITP *satisfactorily*; or
 - (2) The candidate applies for reinstatement to DS within two years of separation.
- b. An agent candidate for reappointment who is seeking an exception to attending the BSAC program again must write to *DS/DSS/T* and provide documentation that the agent candidate has previously completed all modules of the BSAC program *satisfactorily*, and has either:
- (1) Spent no more than five years in a position with a different skill code than 2501 or 1811 within the Department but still retained *the* employee skill code of 2501 or 1811; or
 - (2) Worked outside the Department, but continuously within a *Federal* law enforcement capacity.
- c. *DS/DSS/T* will inform the agent candidate of the necessary training requirements.
- d. *An agent candidate who has successfully completed the basic training for special agents provided by the Federal Bureau of Investigation (FBI) or the Drug Enforcement Agency (DEA) may request an exception to attending the FLETC CITP. The agent candidate must apply in writing to DS/DSS/T for an exception, with evidence supporting the following:*
- (1) *The agent candidate has served in a GS-1811 position at another Federal law enforcement agency, without a break in service; and*
 - (2) *Has previously satisfactorily completed the basic agent training course provided by the FBI or DEA.*
- e. *An agent candidate who has successfully completed the basic training for special agents provided by a Federal agency other than the FLETC, FBI, or DEA may request an exception to attending the FLETC CITP. The agent candidate must apply in writing to DS/DSS/T for an exception, with evidence supporting the following:*
- (1) *The agent candidate has served in a GS-1811 position at another Federal law enforcement agency, without a break in service; and*
 - (2) *Has previously satisfactorily completed the respective Federal agency's basic agent training course.*

NOTE: *In order for it to be considered an eligible program of substitute training, the Federal agency's basic agent training course must be highly comparable to the FLETC CITP. The training must have been conducted by a Federal agency whose agents have Federal law enforcement authorities, including the authority to execute search and arrest warrants. A committee consisting of the Director and Registrar of the Office of*

Training and Performance Support (DS/T/TPS) and the Chief of the Security and Law Enforcement Training Division (DS/T/TPS/SLTD) will review the Federal agency's basic agent training course to determine if it is highly comparable to the FLETC CITP. This committee will make a recommendation to the Assistant Director of Training, who upon determining that the prior training may be substituted for the FLETC CITP, may grant a waiver of the otherwise applicable FLETC CITP training requirement as stated in 3 FAM 2142.

- f. If the FLETC CITP attendance requirement is waived following the grant of an exception in accordance with 3 FAM 2143, paragraphs d or e, the agent candidate must satisfactorily complete the remainder of the BSAC training requirements.*

3 FAM 2144 THROUGH 2149 UNASSIGNED