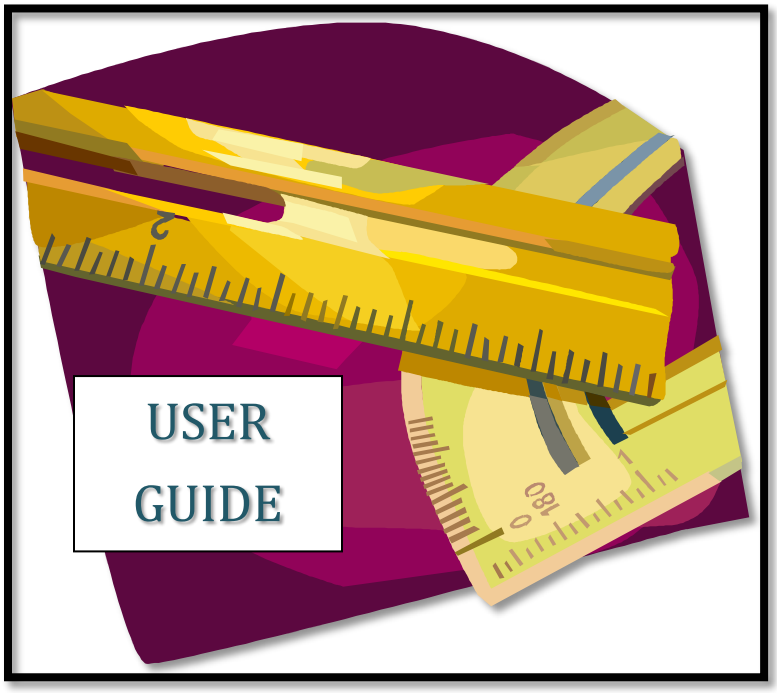
HIGH INTENSITY DRUG TRAFFICKING AREAS PROGRAM

PERFORMANCE MANAGEMENT PROCESS



Sixteenth Edition

January 1, 2021

Changes from Fifteenth Edition, dated January 1, 2020

Page(s)	Section: Action
3	Changes name of W/B HIDTA contact for issues concerning the PMP User Guide.
3	Changes date for submission of Fourth Quarter data to match ONDCP Program Policy and Budget Guidance for HIDTA Program Adds name of ONDCP contact for PMP issues.
5	Changes date for database locking for actual accomplishments.
5	Deletes references to HIDTA Annual Report and Strategy documents.
6	Changes reference to Appendix B to Appendix C
6-13	Reorganizes and revises with substantive change the "DTOs, MLOs, Criminal Operations, and Cases" section to clarify requirements.
14	Revised description of claiming foreign currency and crypto currency seizures to describe how value such seizures. Changed reference to OxyContin and Vicodin to oxycodone and hydrocodone
14-15	Notes that vague drug names will no longer be accepted in PMP.
19	Deletes reference to HIDTA Annual Report document.
20	Deletes reference to HIDTA Annual Report document. Changes reference to OxyContin to Oxycodone.
21	Removes rent from Management and Coordination category; it is part of a Resource Initiative.
22	Revises discussion of initiatives and sub-initiatives to reflect ONDCP decision to not permit sub-initiatives in FMS and PMP.
24	Deletes references to HIDTA Annual Report document.
26	Adds reference to Vaping Cartridges to discussion of Other Law Enforcement Outputs.

27-28	Discussion of Intelligence-related Surveys revised to reflect revised and renumbered Core Table 12 and new Core Table 11.
29	Adds text encouraging PMP Coordinator to validate the profiles of DTOs, MLOs, and COs annually.
30	Changes numbers of Goal 2 core tables to reflect additional table on intelligence reporting.
31	Deletes reference to Strategy document. Notes variance of more than +/- 15 percent from expected accomplishments needs to be explained in the HIDTA's Management and Coordination IDBP.
37	Revises description of Table 4 to note: dollar values of seizures will be shown in thousands and seizure quantities shown in whole numbers only. Explains the user has the option of displaying two different values for drugs seized (1) the Program Value using DEA national averages for the five major drug groups and (2) any values using prices established by the HIDTA.
40	Notes that an estimated value of fentanyl seizures has been added to the calculation of the Drug ROI. Notes that variance of more than +/- 15 percent from expected ROI needs to be explained in the HIDTA's Management and Coordination IDBP
45	Notes that (1) any variance greater than plus/minus 15% between the total expected number of students to be trained and the actual number trained or (2) less than 85% positive responses to the either of the two Two-Month Follow-Up questions must be explained in the HIDTA's Management and Coordination IDBP.
48	Notes that any variance from the 100% deconfliction of newly-identified DTOs/MLOs must be explained in the HIDTA's Management and Coordination IDBP.
50	Notes that variance of more than +/- 15 percent from expected number of cases supported and the actual number needs to be explained in the HIDTA's Management and Coordination IDBP
51	Notes that if less than 85% of the responses to any of the three survey questions is positive, the variance must be explained in the HIDTA's Management and Coordination IDBP.
53-54	New Core Table 11, "Intelligence Reporting," added.
55-56	New Core Table 12, a revision of former Core Table 11 added. Includes note that if less than 85% of the responses to any of the three survey

	questions is positive, the variance must be explained in the HIDTA's Management and Coordination IDBP.
57	Deletes reference to Strategy document. Notes that in certain cases that variances of more than +/- 15 percent from expected number of outputs and the actual number needs to be explained in the HIDTA's Management and Coordination IDBP.
62	Deletes reference to Strategy and Annual Report documents. Notes that in certain cases that variances of more than +/- 15 percent from expected number of outputs and the actual number needs to be explained in the HIDTA's Management and Coordination IDBP.
65	Adds reference to vaping cartridges for Other Outputs Threat Specific Table.
66	Deletes reference to Strategy and Annual Report documents. Notes that in certain cases that variances of more than +/- 15 percent from expected number of outputs and the actual number needs to be explained in the HIDTA's Management and Coordination IDBP.
68	Revises description of Clandestine Lab Activities to note the source of data.
71	Revises description of Other Clandestine Laboratories Dismantled to note the source of data and to remove reference to Strategy document.
Appendix B	New Appendix PMP Reports
Appendix C	New, revised, and/or deleted definitions on pages 96-105

Table of Contents

Changes from Fifteenth Edition, dated January 1, 2020 i

Introduction 1

User Guide 2

Data Entry and Retention 3

Setting Performance Expectations 4

Pushing Data 4

Database Locking 5

Core Tables and Threat Specific Tables 5

Operational Definitions of PMP Concepts 6

DTOs, MLOs, Criminal Operations, and Cases 6

- Organizations 6
- Cases versus DTOs and MLOs 7
- Cells and DTOs/MLOs 7
- DTOs and MLOs in “Walled-Off” Investigations 8
- Money Laundering versus Bulk Cash Smuggling 9
- Counting and Reporting DTO/MLO Members 9
- Chain-of-Command 10
- Operational Scope of Organizations 11
- Counting DTO/MLO Disruptions and Dismantlements in Core Tables 11
- Phasing Out Old DTOs and MLOs 11
- DTO Summary Report for the Annual Threat Assessment 12
- DTO/MLO Operational Status versus Case Disposition 12
- DTO/MLO Operational Status Markers: Dismantled and Disrupted 12
- Case Disposition Markers: Open, Closed, and Suspended 13

Claiming Seizures 13
Claiming Cash and Asset Seizures 14
Claiming Drug Seizures 14
Claiming Seizures by Non-HIDTA Entities 14
Drugs and Drug Groups 14
Drug Prices and Return on Investment 16
Arrests, Wiretaps, Vaping Cartridges and Firearms Seized 18
Arrests 18
Wiretaps. 18
Firearms 18
Vaping Cartridges 19
Methamphetamine Laboratories 19
Other Clandestine Laboratories 20
Participating Agencies and Positions 20
Initiatives 21
Initiative Names in PMP and the NHAC Financial Management System (FMS) 22
Education versus Training 23
Classroom Training 23
On-Line Training 24
Deconfliction Services 24
Event Deconfliction Services 24
Target/Investigative Data Deconfliction Services 24
Case Explorer.Net, SAFETNet, RISSafe, Regional and State Deconfliction Systems 25
DTO and MLO Deconflictions 25
Case Support 25

Other Outputs 26
Guidelines for Intelligence-Related Surveys 27
Role of the PMP Coordinator 28
General Responsibilities of the PMP Coordinator 28
Specific Responsibilities of the PMP Coordinator 29
Appendix A - PMP Core Tables and Threat Specific Tables 30
Part One: Core Tables 30
Table 1: DTOs and MLOs Disrupted and Dismantled as Percent of Expected 31
Table 2: DTOs and MLOs Disrupted and Dismantled as Percent of all DTOs/MLOs Open 33
Table 3: Priority Organizations Disrupted or Dismantled 35
Table 4: Quantity and Wholesale Value of Drugs Removed from the Marketplace 37
Table 5: Return on Investment (ROI) for HIDTA Activities 40
Table 6: Clandestine Methamphetamine Labs Dismantled 43
Table 7: Training Funded and Supported by HIDTA 45
Table 8: Deconflictions Processed 48
Table 9: Cases Provided Analytical Support 50
Table 10: Case Agent Satisfaction with Case Support Provided 51
Table 11: Intelligence Reporting 53
Table 12: Assessment of Strategic Intelligence Products Produced 55
Part Two: Threat Specific Tables 57
MLOs Disrupted and Dismantled as Percent of Expected 58
MLOs Disrupted and Dismantled as Percent of all MLOs Under Investigation 60
Prosecution Activities 62
Fugitive Apprehensions 65
Criminal Operations Activity 66

Clandestine Lab Activities 67
Other Clandestine Laboratories Dismantled 68
Other Law Enforcement Outputs 70
Appendix B - PMP Reports 71
Annual Review Report 71
Strategy Review 72
Core Outputs 73
Other Outputs 74
Initiative Compliance Review 75
Initiative Description Budget Proposal (IDBP) 76
Progress Review 77
HIDTA DHE Report 78
Initiative Expected Accomplishments 79
Participants Report 80
Initiative Outputs Report 81
Resources Workloads Report 82
Initiative Report by Calendar Year 83
Initiative Summary 84
HIDTA Program Outputs 85
HIDTA Program Performance Goal 1 86
HIDTA Program Performance Goal 2 87
Noncompliant HIDTAs 88
Quarterly Progress Report 89
Policy Exemptions Report 90
Appendix C - PMP Definitions and Key Terms 91

Appendix D – DTO Summary Report 106

Appendix E – Previous Changes..... 110

Changes from Fourteenth Edition, dated January 1, 2019..... 110

Changes from Thirteenth Edition, dated October 24, 2017..... 112

Changes from Twelfth Edition, dated January 1, 2017 113

Changes from Eleventh Edition, dated June 27, 2016..... 114

Changes from Tenth Edition, June 22, 2015..... 115

Introduction

The High Intensity Drug Trafficking Areas (HIDTA) Program is a grant program administered by the Office of National Drug Control Policy's (ONDCP) National HIDTA Program Office (NHPO). The mission of the HIDTA Program is to disrupt the market for illegal drugs in the United States by assisting federal, state, local, and tribal law enforcement participating in the HIDTA Program to dismantle and disrupt drug trafficking organizations, with particular emphasis on drug trafficking regions that have harmful effects on other parts of the United States. The HIDTA Program goals are to:

1. Disrupt the market for illegal drugs by dismantling or disrupting drug trafficking and/or money laundering organizations (DTOs and MLOs); and
2. Improve the efficiency and effectiveness of HIDTA initiatives.

ONDCP uses the Performance Management Process (PMP) to assess the performance of the individual HIDTAs and the overall performance of the HIDTA Program. Prior to 2004, ONDCP did not have a reporting system capable of quantifying the HIDTA Program's outcomes in a consistent and meaningful manner. When the Office of Management and Budget (OMB) used its Performance Assessment and Rating Tool (PART) to rate the HIDTA Program's performance, it concluded that the HIDTA Program could not demonstrate results. In response to this finding, the HIDTA Directors, with the support of ONDCP, formed the Performance Management Process Director's Committee[*] (PMP Committee) and charged it with:

- Developing a performance measurement process and database capable of reporting the activities of the individual HIDTAs as related to the two HIDTA goals;
- Determining the accuracy and integrity of performance information;
- Identifying and explaining variances between performance expectations and outcomes; and
- Providing HIDTA management with suggestions to improve the quality and accuracy of reporting to reflect individual HIDTA activities.

ONDCP has adopted numerous PMC recommendations to improve the quality, integrity, and accuracy of performance data stored in the PMP database.

PMP is a data-driven process that measures change over time for the individual HIDTAs and the HIDTA Program; it is not designed to assess the performance of individual initiatives.

[*] The original name of the committee was the Performance Management Committee.

The PMP is based on three guiding principles:

1. Say what you do;
2. Do what you say; and
3. Show what you did.

By virtue of these principles, individual HIDTAs are assessed by comparing the performance expectations they and ONDCP agreed upon in advance with what they accomplished by the end of the performance period (calendar year). The success of each HIDTA depends on the success of its initiatives, and the HIDTA Program's success hinges on the aggregate success of the individual HIDTAs. Using the PMP, HIDTAs are not compared with each other, but with their own expectations or a program-wide standard. This approach to performance management vigorously encourages cooperative investigative efforts and the sharing of information and intelligence. Success is largely dependent on how efficiently and effectively initiatives and HIDTAs cooperate to reach their performance expectations.

The PMP database makes it possible for each HIDTA to enter information about every DTO, MLO, and Criminal Operation (CO) it identifies. This information includes descriptive characteristics of the organization and information related to whether the HIDTA has succeeded in disrupting or dismantling the organization. The database is also a repository for information about HIDTA-funded training, information and intelligence sharing, drug and asset seizures, and case support. The compilation and analysis of the data entered in the PMP database facilitate the performance assessment for individual HIDTAs and the HIDTA Program.

The PMP provides data that ONDCP can use to assess the quantitative performance of individual HIDTAs and the overall performance of the HIDTA Program. However, the assessment of an individual HIDTA's performance must also include qualitative considerations that the PMP database does not collect. For example, the time required developing an OCDETF case, the disruption of a significant international or multi-state DTO, a change in an initiative's staffing, the resources and time devoted to a Title III, and other qualitative factors must be considered when assessing an individual HIDTA's performance.

User Guide

The purpose of the *High Intensity Drug Trafficking Areas Program Performance Management Process User Guide* ("*User Guide"*) is to improve the consistency, quality, integrity, and accuracy of information entered in the PMP database. The *User Guide* incorporates the PMP Committee recommendations that ONDCP has adopted to govern the operation of the PMP.

The *User Guide* is posted on the PMP website and available to all ONDCP staff, HIDTA Directors, and HIDTA staff responsible for entering data into the PMP database. The PMP Committee will update the *User Guide* as needed to keep pace with the recommendations from ONDCP and the HIDTA Directors.

If the *User Guide* does not address a concern you have about PMP or if the contents of the *User Guide* are not clear for you, contact Lisa Wiederlight, Washington/Baltimore HIDTA at (301) 785-3100 or lwiederlight@wb.hidta.org.

Data Entry and Retention

Pursuant to *HIDTA Program Policy and Budget Guidance,* HIDTAs are to enter required data into the PMP database on a quarterly basis. Entering data quarterly rather than at the end of the year improves the quality and accuracy of the data. The PMP Committee encourages HIDTAs to enter data about investigative activity more frequently whenever feasible.

ONDCP requires that all actual accomplishment data for a program year, including fourth quarter data, be entered into PMP no later than March 1 after the end of the program year.

Whenever a user error for the current reporting period is discovered, the error should be corrected as soon as possible. On rare occasions, errors are not discovered until after the reporting period is closed. The two most frequent user errors involving past reporting periods are failure to report a DTO or MLO when the case was opened and failure to report a seizure.

Whenever a DTO, MLO, or CO is not reported during the year it was identified and the DTO or MLO is under investigation during the current reporting year, enter the DTO or MLO information in the PMP database using January 1 of the current reporting year as the identified date. Make a comment in the notes field explaining the user error. When the DTO or MLO was not reported during the year it was identified and the DTO or MLO is not under investigation during the current reporting year, it cannot be reported in the PMP database.

Drug seizures must be reported in the PMP database for the current reporting year. Drug seizures that took place prior to the current reporting year and that, for whatever reason, were not reported cannot be included in the current reporting period. Further, the PMP database will not be reopened for past reporting years to correct this type of user error without the approval of ONDCP.

Other user errors that significantly affect the accuracy of the reporting in PMP for a past reporting period may be corrected with the approval of the National HIDTA Program Director.

User errors in past reporting periods affecting Threat Specific tables may be corrected upon the request of the HIDTA Director and with the approval of the ONDCP policy analyst responsible for PMP.[†]

HIDTAs will retain all supporting documentation for their entries in the PMP database for a minimum of five years or until audited.

[†] Currently, that person is Andrew Coffey.

Setting Performance Expectations

The HIDTA Program's budget process causes initiatives to set their performance expectations well in advance of when the actual performance period begins. To improve the setting of performance expectations, the PMP database provides annual averages for the immediately preceding three-year period based on the actual performance of the initiatives. Initiatives should review this information and use it to formulate the projections included in their budget submissions. Unless the initiative undergoes a change in mission, focus, staffing, or budget, analyzing past performance is a sound and proven method to use for projecting future performance.

When the ONDCP budget review results in a change to the amount of funding, the composition, or the focus of an initiative, the HIDTA Director and the affected initiative supervisor should review the proposed performance expectations and, when necessary, revise them. When these types of changes are made to an initiative, they often prompt commensurate changes to be considered for performance expectations.

Initiatives should review their performance expectations within thirty days of commencement of the new performance period and submit proposed revisions to the HIDTA Director. If the HIDTA Director agrees that the revisions are justified, he or she should immediately contact ONDCP to negotiate a change in the PMP database. When ONDCP approves the change, the initiative will be permitted to revise its performance expectations in the PMP database.

Finalizing Performance Expectations. Performance expectations for the current grant year must be finalized no later than March 31 of the current performance period. Changes in performance expectations occurring because of significant alterations to an initiative made after March 31 of each year will not be reflected in the PMP database. Instead, the HIDTA will need to explain the variations in its Annual Report.

Discretionary funds often become available to HIDTAs during the grant year, usually after March 31. It is most likely that discretionary funding will require the recipient HIDTA to adjust their expected values or, in some instances, to add initiatives. In either circumstance, HIDTA Directors receiving discretionary funding should negotiate their revised expected values with ONDCP and, upon approval, will be able to enter this information in the PMP database.

Pushing Data

At the beginning of each program year, basic information about the HIDTA must be "pushed" into the next year. Some of that information is pushed by the PMP development team in the Washington/Baltimore HIDTA but most of the information must be pushed by the HIDTA.

For all HIDTAs, the PMP development team pushes the name of the HIDTA, the HIDTA regions, and the Local Geographic Areas (LGAs) identified for that HIDTA.

Two kinds of information are pushed by the HIDTA – Administrative Level and Initiative Level. Administrative Level information includes the active initiatives, the HIDTA's drug list, the participating agency list, the LGAs, and any destination areas established by the HIDTA.

The Initiative Level information includes the Initiative Profile; the positions, the DTOs/MLOs under investigation by the initiative, and any Other Outputs expected to be used in the new program year. It is important to only push this information after all edits and updates have been completed in the prior year.

Database Locking

At the Direction of ONDCP, the PMP Administrators will lock the PMP database for Expected Values on April 1 of the program year in question. Data entry into PMP for actual accomplishments will be locked March 1 following the end of the program year. After these dates, if a HIDTA Director wants to enter past year actual data or current year Expected Values, he or she must obtain approval from ONDCP.

Core Tables and Threat Specific Tables

Two types of tables are generated by the HIDTA PMP database: Core Tables and Threat Specific Tables. The Core Tables display the expected accomplishments for activities common to all HIDTAs; e.g., investigating drug trafficking organizations, seizing drugs, providing analytical case support, etc. The data in the Core Tables show the individual HIDTA's performance expectations and actual accomplishments in key areas and enables ONDCP and other reviewers to determine the extent to which the performance expectations agreed to by ONDCP and the HIDTA were met. The data reported in the Core Tables can be aggregated to provide the annual outcomes for the HIDTA Program.

In contrast, Threat Specific Tables generally reflect activities that are not conducted by all HIDTAs, e.g., funding initiatives dedicated to prosecutions, money laundering investigations, and fugitive apprehension. However, while not all HIDTAs fund initiatives dedicated to these activities, the majority of HIDTAs report outputs related to these areas and a significant number of HIDTAs do fund initiatives dedicated to prosecution and fugitive apprehension. For example, in 2019 16 HIDTAs funded prosecution initiatives. Those HIDTAs that fund prosecution or fugitive apprehension initiatives must treat the Threat Specific Tables as Core Tables, including establishing performance expectations for the activity. ‡

‡ The Threat Specific Table related to MLOs is not required because the expected and actual number of MLOs disrupted or dismantled is included with the DTOs reported in the Core Tables.

Data recorded in the PMP database are automatically transferred to one or more of the Core Tables and/or Threat Specific Tables.

The Core Tables are described in Appendix A, Part One. The Threat Specific Tables are described in Appendix A, Part Two.

Operational Definitions of PMP Concepts

Definitions form the foundation for all activity reported in the PMP database and are used to assess performance. The definitions used in the PMP help to ensure the consistency, quality, and accuracy of the information reported in the PMP database. The integrity of the PMP data requires upon strict and uniform compliance with these definitions.

Definitions can be compared to the markings on rulers; if the increments on the rulers are not uniform, the rulers will not produce accurate measurements. Likewise, if each HIDTA uses a different definition for a common term, such as a DTO, the aggregate number of DTOs will not be accurate and this, in turn, will diminish the quality of the data collected in the PMP database.

See Appendix C for a complete set of PMP definitions.

DTOs, MLOs, Criminal Operations, and Cases

(Entire section reorganized)

PMP is a performance management system, not a case management system, and organizations (DTOs and MLOs) are the primary units of analysis for PMP Goal 1. Consequently, it is important to understand the difference between organizations and cases in PMP.

Organizations

Drug Trafficking Organization (DTO). In order for an organization to qualify as a DTO, it must:

- consist of five or more persons including at least one leader
- have a clearly defined chain-of-command, and
- generate income or acquire assets through a series of illegal drug production, manufacturing, importation, or distribution activities.

All three critical elements must be investigated and verified before the organization can be counted as a DTO in the PMP database.

Money Laundering Organization (MLO). In order for an organization to qualify as a MLO, it must:

- Consist of two or more individuals, and
- Be engaged in money laundering.

Both critical elements must be verified through investigation before the organization can be counted as a MLO in the PMP database.

While some DTOs rely on MLOs to launder their ill-gotten gains, other DTOs engage in both drug trafficking and money laundering. Based on the information garnered during the investigation, the case agent and/or initiative supervisor must select the classification that best describes the organization – either DTO or MLO – and enter this classification in the PMP database.

Criminal Operation (CO). A CO is a loosely knit organization of one or more persons working together to traffic drugs, firearms, and/or smuggle bulk cash proceeds. These groups do not meet the definition of a DTO or an MLOs primarily due to the size of the organization (i.e., fewer than the required number of members) or its lack of a clearly defined chain-of-command. As an investigation proceeds and more information becomes available about COs, they may be reclassified as a DTO or a MLO.

Cases versus DTOs and MLOs

A case refers to a law enforcement agency's administrative process to collate information and track an investigation. A case may involve one DTO or MLO, multiple DTOs and/or MLOs, or no DTO or MLO. For example, a case is opened at the time of a drug or cash seizure during an interdiction. The case number is entered in the PMP database and information about the seizures reported. However, because fewer than five individuals are identified or suspected of being involved in the drug operation, it cannot be counted as a DTO. In addition, because the bulk cash seizure did not meet the definition of money laundering (i.e., placement, layering, and integration), the individuals arrested cannot be considered an MLO. Nonetheless, the seizure should be reported in the PMP database. In this example, a case may be opened and closed without reporting a DTO or MLO. However, it could be reported as Criminal Operation.

In another example, a case is opened when information warrants the investigation of a single DTO. However, as the investigation continues, three separate DTOs are identified. Some agencies open separate cases to report the activities of the other two DTOs, while other agencies investigate all three DTOs using the same case number. Regardless of the reporting method, each DTO must be recorded in the PMP database, linked to a case number, and its operational status reported.

Cells and DTOs/MLOs

More often than not, the drug supply chain consists of more than one DTO or MLO and is composed of a number of cells. A cell is a unit within a DTO or MLO. For example, a large international DTO may have specialized cells responsible for smuggling drugs into the United States and other cells responsible for transporting the drugs to distribution centers within the United States, and still others for delivering drugs to lower level distributors. Using this example, any cell that operates independent from the other cells should be considered a separate DTO. Conversely, when a cell is a link in the chain-of-command for the larger DTO, it should not be counted as a separate DTO.

The demarcation of separate cells is often blurred. Under these circumstances, the investigator must determine the nature of the relationship between or among cells. The determining factor rests with the command and control (chain-of-command) one cell has over the other. When the leadership in one cell controls the activity of the other cell, the cells should be reported as one DTO or MLO in PMP. In contrast, when a cell can conduct business independent of other cells, the cell should be reported as a separate DTO or MLO in PMP provided it meets all of the other qualifications for a DTO or MLO.

When the relationship between cells is based on business transactions, each should be counted as a separate DTO or MLO. For example, when an international DTO sells drugs to a multi-state DTO, and there is no chain-of-command relationship between the two DTOs, each should be reported separately in PMP.

Similarly, a group that is strictly a customer of a DTO or MLO does not qualify as a cell of that DTO or MLO. Outlaw Motorcycle Gangs (OMG) involved in drug trafficking often have a fraternal relationship, but determining whether a particular chapter of an OMG is a cell of a larger DTO or is a DTO on its own requires additional scrutiny of their drug trafficking business model. While individual chapters of the Hell's Angels, as an example, are a part of the International Hell's Angels organization, they do not necessarily qualify as a cell. When the chapter acts under its own command and control in conducting its drug business, it should be considered a separate DTO and not a cell of the larger Hell's Angels organization.

Because the nature of DTOs and MLOs is secretive, the relationship between and among cells is rarely known at the inception of an investigation. Instead, the relationships generally become apparent as the investigation proceeds. Therefore, it is prudent to schedule periodic case reviews to assess cell relationships and determine the number of DTOs identified in an investigation.

DTOs and MLOs in "Walled-Off" Investigations

In some investigations, agencies will isolate certain components of organizations under investigation by building a legal "wall" around those components and handing off that piece of the investigation to another initiative or agency. This is done so that some suspects can be arrested or particular drugs or assets can be seized without jeopardizing the larger investigation of the entire DTO. Those in charge of the main investigation will refer an investigation into a cell of individuals in a DTO, and refer that part of the case to another HIDTA task force or agency, as if it were a referral for the entire investigation. The task force receiving the case referral is not briefed on the entire scope of the case or DTO, and a new investigation is started and given a new case number. During discovery, as cases are prosecuted some of the case information becomes public record, and other pieces of information in the case files become available to defense attorneys. If the main investigation team were to make the arrest or seizure of the one component of the larger investigation, but not separate that action from the rest of the case, it could compromise the larger case. If they did not have the option of walling off parts of the case, they would either have to do the take-down or seizure and risk the larger case, or forgo the take down or seizure to preserve the case, which would allow key suspects, drugs, and assets (all of which serve as evidence to build the larger case) to slip away.

The concern is that a walled off investigation might inflate the number of DTOs identified, disrupted, and dismantled, because it makes it appear as though there are three small DTOs rather than one larger organization.

PMP data are used to measure each HIDTA against its expected and actual performance. It is not used to compare individual HIDTAs with each other. As long as those HIDTAs employing the walled off investigative strategy continue to count DTOs in the same fashion from year to year, PMP is not affected. Performance expectations must factor in walled off investigations wherever this strategy is used.

Money Laundering versus Bulk Cash Smuggling

Money laundering involves the placement, structuring, and integration of cash. The bulk smuggling of cash should not be reported as money laundering unless the investigation demonstrates that the placement, structuring, and integration of the cash occurred or was planned. For example, when a highway enforcement action results in the apprehension of two individuals and the seizure of $1 million hidden in a secret compartment, this activity should not be reported in the PMP database as the dismantlement or disruption of a MLO. The seizure should be reported in the PMP database but without further information, the two individuals could just as likely be "mules" hired to smuggle cash as opposed to money launderers. Further, while the enforcement action may prove to be an irritant to the individual(s) who hired the two suspects to transport the cash, there may be no evidence that a money laundering organization exists or that, should one exist, it was dismantled or disrupted.

Counting and Reporting DTO/MLO Members

From the introduction of the PMP reporting system until the 2012 program year, HIDTAs were required only to enter the total number of members the organization. There was no requirement to identify the number of members by their roles or functions within the organization. However, performance audits of HIDTAs conducted in 2009 and 2010 frequently questioned whether the groups under investigation met the criteria for a DTO. In particular, reviewers were often unable to determine whether the individuals identified in PMP records and agency case files as members of a single DTO were subject to the same chain-of-command.

Since 2012, additional detail has been required about the individuals involved with an organization. Two roles – leader and member were selected to distinguish the activity of the individuals.

Leader. A leader is an individual who directs the operation of the group under investigation. The leader may be the head of an entire drug trafficking organization or the leader of a cell of a drug trafficking organization. The critical issue is that a person designated as a leader is known and is in the chain-of-command for the group under investigation.

Member. A member is an individual who is part of an organization and takes direction from the organization's leader(s). A member includes all those individuals below the leader who produce (manufacture or cultivate) or transport the illegal drugs, provide security or communications for the organization's activities, handle the financial transactions of the organization, sell the drugs to the organization's customers, and all other activities related to the drug trafficking operation.

Some DTOs attempt to operate more efficiently by "outsourcing" a portion of their human resource needs. It is common for large cultivation operations to hire seasonal or temporary workers to tend or harvest marijuana crops. This reduces the DTO's need to pay employees year-round. Similarly, clandestine laboratories often hire chemists (cooks) on an as-needed basis to produce illegal drugs. In both examples, the outsourced or contractual employees should be counted as DTO members.

Customer. A customer is an individual, group of individuals, or organization that does business with the organization but who is not a member of the organization. The critical distinction between a member of an organization and a customer is that the customer pays the organization for its goods and, unlike a member, is not bound by a chain-of-command to the organization's leader.

Counting and reporting the number of members of an organization under investigation is done only to establish that the organization includes the minimum number of people to be classified a DTO or MLO – five for a DTO and two for a MLO. The identification of roles is done to clarify that the organization has a clearly defined chain-of-command. Neither the number of members of a DTO/MLO nor the designation of roles is an attempt to measure the scale of a DTO's or MLO's operation.

Chain-of-Command

A clearly defined chain-of-command is needed to qualify an organization as a DTO. As previously mentioned, the demarcation of separate cells, and the complex and secretive business transactions among and between cells often masks the true business relationships within a DTO. This creates challenges for case agents and initiative supervisors classifying DTOs and MLOs. Further complicating the classification process is the often-changing command and control structure within DTOs. Legitimate businesses employee executives, managers, and workers to develop corporate strategies, run their day-to-day operations, and perform work. In contrast, DTOs often metastasize across geographic regions and frequently add or remove executives, managers, and workers for a variety of reasons. In the DTO world, the classic pyramid organizational structure is often not applicable. Indeed, more often than not, DTO leaders (executives) serve as managers and even workers at different times and during different drug deals. This structure can best be depicted as a circle structure, with leaders and members (executives, managers, and workers) moving in and out of the leadership circle based on need, availability, ability, power, and relationships.

Despite these challenges, the case agent or supervisor must identify a chain-of-command to qualify the organization as a DTO. Using wiretaps, confidential sources, witnesses, forensic evidence, documents, and financial records, the chain-of-command for a DTO can generally be established to a sufficient degree to allow for classification. Absent a chain-of-command, the organization would be, at best, a loose-knit affiliation of individuals that occasionally collaborated to traffic drugs. In this instance, the case agent or supervisor should classify the organization as a CO rather than a DTO.

Operational Scope of Organizations

Operational scope refers to the extent of the geographic area in which the DTO or MLO operates and is defined as either local, multi-state, or international. Categorizing an organization as local, multi-state, or international depends both on the location of identified members and on the geographic areas in which the DTO customarily operates. For example, there are international connections in networks that traffic most types of drugs since the sources of many drugs are Asia or Latin America. However, for a DTO or MLO to be regarded as "international" requires that a member of that organization (identified by name, alias, nickname, or other reasonable way of establishing his or her existence) in the DTO or MLO operates in another country. The same principles of geography and member location also guide the categorization of DTOs and MLOs as local or multi-state. Definitions of international, multi-state, and local DTOs and MLOs are found in Appendix C. Be sure to apply these definitions when determining the scope of a DTO or MLO.

Among the factors affecting DTO geographic operational scope is the command and control one cell has over another cell. For example, when the leadership of a cell in Mexico has command and control over a cell operating in the United States, the cells should be reported as one international DTO in PMP. When the relationship between the cells is limited to business transactions, and the investigation is focused on the cell based in the United States, that cell should <u>not</u> be classified as international. This same logic applies for local and multi-state DTOs.

Counting DTO/MLO Disruptions and Dismantlements in Core Tables

For PMP reporting, only the number of organizations that are disrupted or dismantled by HIDTA initiatives are counted for Core Tables 1, 2, and 3. While it is possible to disrupt an organization more than once in a year, the performance expectations are the number of <u>organizations</u> disrupted not the number of disruption events.

PMP weighs dismantlements and disruptions equally, so there is no advantage to declaring a DTO or MLO dismantled rather than disrupted. Considering the scope of DTOs and MLOs, it is likely to be extremely difficult for an initiative to dismantle an international DTO. On the other hand, it is reasonable to expect that an initiative can dismantle a multi-state or local DTO. Even so, to claim the dismantlement of a multi-state DTO, the DTO must be incapable of operating and/or reconstituting itself in each state.

If an organization is both disrupted and dismantled in the same year only the dismantlement is counted for PMP purposes.

Phasing Out Old DTOs and MLOs

To reflect accurately the number of identified organizations that HIDTA initiatives are actively investigating, any DTO, MLO, or CO whose PMP record has not been modified in five program years will be marked as closed in that fifth year.

DTO Summary Report for the Annual Threat Assessment

Current ONDCP instructions for formatting the Annual Threat Assessment require that each HIDTA's description of the DTOs operating in its designated area include three sub-sections, one each for the international, multi-state/regional, and local DTOs operating in the designated area. Further, each of these sections must include a summary table containing PMP data for each of the sub-categories. These summary tables are generated from the main PMP portal for the HIDTA. Appendix D describes the process for producing these tables and includes an example of the DTO Summary Report.

DTO/MLO Operational Status versus Case Disposition

DTO/MLO Operational Status. DTOs and MLOs are considered operational until reported as dismantled; i.e., when the leadership, financial base, and supply network of the organization are destroyed and incapable of operating and/or reconstituting itself.

Case disposition. Case disposition - open, suspended, or closed - refers to the status of the investigation into the criminal activity identified.

DTO/MLO Operational Status Markers: Dismantled and Disrupted

Dismantlement. There is no precise way to calculate or measure whether a DTO or MLO is dismantled. By definition, an organization is "dismantled" when the leadership, financial base, and supply network of the organization are destroyed and incapable of operating and/or reconstituting itself. For HIDTA reporting purposes, a dismantlement of a DTO/MLO does not require that all fugitives have been apprehended, that all cases have been adjudicated, or that all appeals by those charged have been exhausted. If the organization cannot continue to traffic drugs or launder money, it should be considered dismantled.

Disruption. An organization is disrupted when the normal and effective operation of the organization is impeded as indicated by changes in organizational leadership and/or changes in methods of financing, transportation, distribution, communications, or drug production.

When and whether a DTO or MLO has been disrupted is a judgment call by the case agent or initiative supervisor. However, a single arrest or seizure usually does not result, by itself, in the disruption of a DTO or MLO. Quite often DTOs and MLOs consider the loss of a load of drugs or the seizure of funds as a "cost of doing business." The loss of several significant loads of drugs, the arrest of multiple members of the DTO or MLO, or major changes in the organization's activities should be considered indications of a disruption. Before a DTO or MLO is reported in PMP as being disrupted, changes in one or more areas of the following must be noted:

- organizational leadership
- methods of financing
- modes of transportation
- methods of distribution
- communications
- drug production

DTO Operational Status Dates. Dismantled and disrupted dates are used in PMP to ensure that the status of the DTO or MLO is accounted for in the proper performance period. For PMP reporting, enter the date when, in the judgment of the case agent or initiative supervisor, the DTO or MLO was dismantled or disrupted. Document in the Notes field the reason the dismantlement or disruption was entered.

A DTO or MLO reported as dismantled will appear on the DTO/MLO/CO screen of an initiative until the year following the reported dismantlement date. The DTO or MLO will continue to be included in tables for the year in which it is reported as dismantled but will not be pushed into the following year.

Case Disposition Markers: Open, Closed, and Suspended

Open. For the purpose of PMP, a case is considered open when the case number is assigned to the investigation and the investigation has not been closed or suspended.

Closed. A case is closed when all investigative action has ceased. Some agencies consider a case closed when arrests have been made and all suspects have been identified and charged. Others do not consider a case closed until all suspects have been apprehended and adjudicated. For the purpose of PMP reporting, cases should be closed when all investigative activity has ceased even if not all charged individuals have been arrested and tried. Once a case is closed, any DTO or MLO associated with that case will be treated as dismantled. The organization will be counted for the year the case is closed but will not pushed into the next year.

Suspended. A case is considered suspended when all reasonable steps to resolve the investigation have been exhausted, but it remains unresolved. Agencies have different rules regarding suspending cases. For the purpose of PMP reporting, the case investigator should follow his or her agency policy when determining when a case is suspended, but once the case is suspended the case is treated as closed in PMP and no organization associated with that case will be pushed into the next year. If the case is reopened, a new case record must be completed.

Claiming Seizures

HIDTA initiatives should record all seizures of drugs, cash, and other assets in the PMP database at least quarterly. When two or more initiatives are involved in the seizure, each initiative may enter seizure information in the PMP database but each should enter only a portion of the quantity/value of the seizure. The sum of the seizure quantities and values entered by all the initiatives involved should not exceed the total quantity/value of the seizure. Within the HIDTA, credit can be given to those initiatives involved in the seizure, but the seizure information entered in PMP should be reviewed regularly to avoid double counting.

All seizures should be associated with a case number. If entering all seizures individually is too burdensome, HIDTAs have the option of occasionally aggregating multiple seizures related to the same case into a single entry. However, the HIDTA must be able to disaggregate those

seizures and provide sufficient detail so that ONDCP or any auditing entity can verify each seizure during an audit.

Claiming Cash and Asset Seizures

Claiming seizures of U.S. currency and other assets is straightforward – the face value of cash seized and the book value of the asset at the time it is seized are entered into PMP. Seizures of foreign currency and cryptocurrency (e.g., Bitcoin) should be valued like cash, at their face values at the time of the seizure. Exchange rates for foreign currencies and the value for Bitcoin can be found at https://www1.oanda.com/currency/converter/. This value should be entered for the seizure and the amount and type of foreign currency/crypto currency entered in the Notes field of the seizure record.

Claiming Drug Seizures

The location reported for each drug seizure should be the specific place where the seizure took place. The precise location is important because if DEA national drug price averages are not used to estimate the value of the seizure, the price used varies by location. Do not enter the source area of the drug seized or the assumed destination of the seizure in lieu of the location where the seizure took place.

Occasionally, a HIDTA is credited with seizures in a foreign country. If you claim credit for a seizure abroad, it may require creation of a new local geographic area to account for that seizure. In such cases, please contact the PMP Help Desk for assistance. (pmp@wb.hidta.org or 301-489-1744)

Claiming Seizures by Non-HIDTA Entities

HIDTA initiatives are called upon routinely to assist non-HIDTA agencies with drug seizures, and, more often than not, HIDTA initiatives try to continue the investigation. When the HIDTA initiative continues the investigation, it is appropriate for the initiative to claim the seizure and enter it into the PMP database. However, in cases where the HIDTA initiative does not continue the investigation but only holds or processes the seizure in a custodial function, the seizure should not be claimed by the initiative.

Drugs and Drug Groups

Users should enter specific names for the drugs they report seizing. For example, rather than entering "prescription drug," the entry should be for the specific drug; e.g., oxycodone, hydrocodone, etc. PMP staff will review all seizure entries on a quarterly basis to ensure the substance named as a seizure meets this requirement. HIDTAs will be asked to clarify any entry that is not specific. PMP staff will also attempt to consolidate multiple terms used for the same substance into a single category; e.g., MDMA/Ecstasy and PCP/Phencyclidine.

Vague drug names will be invalid for PMP use and users will not be permitted to enter them as seizures. These include Alcohol, Prescription Drugs, Other, Unknown, and Pharmaceuticals. Other names may be excluded when they are encountered.

When the user enters a drug seized into PMP, that drug/substance will be automatically placed into one of fifteen (15) drug groups approved by ONDCP. The categories and a brief description of the specific drugs in each are shown in the chart below.

Drug Group	Explanation/Examples
Marijuana/Cannabis	All cannabis products not plants -- hash, edibles, honey oil, butane oil, etc. Does not include Marinol, which is categorized as an "Other Prescription drug."
Marijuana Plants - Outdoor	Self-evident; unless definitely known to be indoor plants, all plants are classified as outdoor
Marijuana Plants - Indoor	Self-evident; unless definitely known to be indoor plants, all plants are classified as outdoor
Cocaine/Crack	Includes coca Leaves
Methamphetamine/Ice	Includes powder, crystal meth, methamphetamine oils, and methamphetamine in solution.
Heroin	Only heroin -- all types (e.g., Southwest Asian, Mexican Black Tar, Mexican Brown Tar, etc.)
Fentanyl	All fentanyl and its analogues
Synthetic Hallucinogens & Psychostimular	Manufactured psychoactive substances -- Cannabinoids (Syn. Marijuana) cathinones (bath salts), PCP, MDMA, LSD
Natural Hallucinogens & Psychostimulants	Cultivated/natural psychoactive substances -- khat, psyilsibon, mushrooms, toads
Prescription Drugs: Narcotics	OxyContin, Hydrocodone, Methadone, Morphine. etc.
Prescription Drugs: Stimulants	Amphetamines and related products
Prescription Drugs: Central Nervous System Depressants	CNS depressants include Benzodiazepines (e.g., Valium, Xanax, Halcion, ProSom), Barbiturates (e.g., Nembutal, Luminal Sodium), and non-benzodiazepine sleep medications (e.g., Ambien, Lunesta, and Sonata) and their generic equivalents.
Prescription Drugs: Other	All other prescription drugs not properly classified as a narcotic, stimulant, or central nervous system depressants
Other Opiates	Opium, poppy plants, etc. - Cultivated non-prescription substances derived from opium poppies
Other Drugs and Substances	Anabolic steroids, precursors of all kinds, and drugs/substances that do not fit in one of the above categories

Drug Prices and Return on Investment

Drug Prices. Drug prices are included in the PMP database to estimate the value of drugs seized by HIDTA initiatives and to calculate the return on investment (ROI) for individual HIDTAs and the HIDTA program as a whole. Because of the prominent place of the ROI calculations in the review and assessment of HIDTAs and the HIDTA Program, the credibility of the ROI figures is very important. Consequently, to avoid any appearance of inflating the ROI, the HIDTA Program uses conservative wholesale prices that are established by a third party with a credible methodology for setting those prices.

The primary sources for prices used in PMP are reports issued by the Drug Enforcement Administration's Office of Intelligence.[§] The data collection, analysis, and clearance process for such reports is a time consuming process and generally the report for a specific year is published several months or more after the year is completed. PMP Administrators will make any changes in the first three quarters of the program year (January to September). No changes will be made to drug prices in the fourth quarter of a year. HIDTA Directors and PMP Coordinators will be notified when new prices are posted in PMP.

For 2021, PMP Administrators will enter for each HIDTA the national average wholesale (kilogram) price for cocaine/crack, heroin, methamphetamine powder/crystal ("ice"), and marijuana. Those prices, all from the "Drug Enforcement Administration 2016 National Drug Price Ranges," are shown in the following chart. In addition, an estimated kilogram price for fentanyl was provided by DEA's domestic Strategic Intelligence Unit and that is included in the 2021 prices.

With ONDCP approval, any HIDTA can replace the DEA national average with a different price or provide a price for an additional unit of measurement; e.g., a liter. If ONDCP approves a different price, PMP Administrators will enter those prices for the HIDTA. HIDTAs may also establish prices for other drugs; e.g., bath salts, synthetic marijuana, oxycodone, etc. Using prices for such drugs does not require ONDCP approval, and individual HIDTAs, not PMP Administrators, are responsible for entering prices for additional drugs into PMP.

[§] The name of specific report used may vary from year to year. For 2015 and 2016, PMP used the *2014 United States Illicit Drug Prices* report. PMP used the "Drug Enforcement Administration 2016 National Drug Price Ranges" report in 2017 and will continue to use that report until a newer DEA publication is available.

PMP DRUG PRICES FOR 2021 Source: DEA's 2016 National Drug Price Ranges		
Drug	National Average Price	Notes
Cocaine HCL	$29,436	Based on 20 DEA Divisions reporting
Crack Cocaine	$27,854	Based on 8 DEA Divisions reporting
Heroin - Mexican Black Tar	$37,038	Based on 12 DEA Divisions reporting
Heroin - Mexican Brown	$42,279	Based on 13 DEA Divisions reporting
Heroin - S. American	$59,000	Based on 11 DEA Divisions reporting
Heroin - Southwest Asian	$50,000	Based on 1 DEA Divisions reporting
Marijuana - BC BUD	$8,772	Based on 9 DEA Divisions reporting
Marijuana - Domestic	$4,932	Based on 18 DEA Divisions reporting
Hashish	$17,637	Based on 1 DEA Division reporting
Marijuana - Mexican	$2,200	Based on 17 DEA Divisions reporting
Marijuana - Sinsemilla	$6,702	Based on 5 DEA Divisions reporting
Methamphetamine - Ice	$20,272	Based on 13 DEA Divisions reporting
Methamphetamine - Powder	$19,708	Based on 6 DEA Divisions reporting
Fentanyl	$30,000	Provided by DEA Domestic Strategic intelligence Unit

Calculating the Return on Investment. For the purpose of the HIDTA Program, the ROI is an expression of the impact the program and an individual HIDTA has on drug trafficking by depriving DTOs, MLOs, and other criminal organizations of illicit proceeds.

Essentially, the ROI is the ratio between the amount of HIDTA funds budgeted for all activities except treatment, prevention, and research and development[**] and (a) the wholesale value of drugs seized, (b) the amount of cash and the market value of non-cash assets seized; and (c) the combined values of drugs, cash, and other assets. These ROIs are referred to as the Drug ROI, Cash and Assets ROI, and the Total ROI, respectively.

Prior to the beginning of each reporting period, HIDTA Directors are required to set performance expectations for the Drug ROI, Cash and Assets ROI, and the Total ROI. The budget information required for calculating the ROI is incorporated into PMP from the NHAC's Financial Management System.

Beginning in 2017, different methods have been used to calculate the Drug ROI for the entire HIDTA program and for an individual HIDTA. For the program level ROI, only the national average wholesale values for a kilogram of the four most common drug groups -cocaine/crack,

[**] Prior to 2013, only the amount of funds budgeted for Enforcement and Intelligence and Information Sharing Initiatives was used to calculate the ROI.

heroin, marijuana, and methamphetamine- and fentanyl are used to calculate the ROI. No value is attributed to seizures of other types of drug.[††] For the individual HIDTAs, the Drug ROI is calculated using all the values of seizures entered in PMP, including those with prices changed with the approval of ONDCP and those seizures not used to calculate the program level Drug ROI.

Arrests, Wiretaps, Vaping Cartridges and Firearms Seized

Arrests, wiretaps, and firearms seized are reported in the Threat Specific Table, "Other Law Enforcement Outputs." While this is not a core table, HIDTAs are strongly encouraged to report their activities regarding arrests, wiretaps and firearms seized in this other outputs table.

Arrests.

Arrest refers to the taking a person into custody and holding them to answer a criminal charge. Report the total number of persons arrested, not the total number of charges filed against those persons.

Wiretaps.

A wiretap is a form of electronic monitoring where a court order authorizes law enforcement to surreptitiously listen to phone calls or intercept wireless electronic text messages or video communications.

Report the number of lines (telephone numbers) for which a court order issued pursuant to Federal or state law authorized eavesdropping. By way of example, when the original order was granted in 2014 and the wiretapping continued into 2015 without an extension, the wiretapping should be reported in both 2014 and 2015. Likewise, when an extension was granted for a wiretap that began in 2014 and the order extends the wiretapping into January 2015, the wiretap should be counted in both 2014 and 2015. Do not report an extension of a court order for the same telephone line (number) unless the extension is spanning the calendar year being reported. Dialed number recorders (Pen registers) are not considered a wiretap for PMP reporting purposes.

Firearms.

For PMP purposes, the term "firearm" means any weapon that is designed to expel a projectile by the action of an explosive. This is a shortened definition of 18 U.S.C. 921, which contains the definitions used in the chapter of the United States Code dealing with firearms.

The values of firearms seized are not included in the ROI calculations. This was a policy decision by ONDCP, the HIDTA Directors, and the PMP Committee.

[††] Historically, the four most common drug groups have accounted for about 98 percent of the wholesale value of all seizures.

Vaping Cartridges.

For PMP purposes only the number of cartridges seized is reported. There is no distinction made between the specific illegal substance that was contained in the cartridge and no reporting of the volume/weight of the cartridge.

Methamphetamine Laboratories

To receive credit for dismantling a clandestine methamphetamine laboratory, the HIDTA must submit an EPIC form 143 (EPIC-143) to the El Paso Intelligence Center (EPIC). Typically, there is a significant lapse of time between the submission of the form and EPIC's recordation of the event in the National Seizure System (NSS). In addition, there are one or more opportunities after the HIDTA submits EPIC-143 for the classification of the laboratory to be changed without the knowledge of the HIDTA. To resolve any discrepancies that may appear due to the time lag or a classification issue, HIDTAs must retain a copy of EPIC-143 for three years or until audited. Further, HIDTAs should review PMP data on a quarterly basis making sure to compare NSS records with those recorded in PMP. When necessary, HIDTAs should contact EPIC to ensure the data recorded in PMP and NSS match.

A meth lab or other type of clan lab may be reported as dismantled when a HIDTA initiative, or an entity acting on behalf of a HIDTA initiative, disassembles the lab. Although a lab must be disassembled to be reported as dismantled in PMP, HIDTA initiatives can claim the dismantlement without physically performing the disassembly of the lab. For example, specialized units with appropriate HAZMAT gear and training typically handle the physical dismantlement and cleanup of meth labs, but may not have a HIDTA affiliation. If a HIDTA-funded initiative is responsible for the discovery or investigation of the lab and the physical disassembly of the lab is performed by another HIDTA initiative, only one initiative can claim the dismantlement.

HIDTAs reporting a dismantlement of a "super lab," i.e., a lab capable of producing 10 or more pounds of methamphetamine in a single cook, by an initiative must include on "Clan/Meth Lab" screen the NSS number assigned to that lab dismantlement by EPIC. No super lab seizures can be entered without an NSS number,

The PMP staff is responsible for reporting the cost for an ounce of methamphetamine in the HIDTA region. In HIDTAs that are part of multiple DEA Divisions, this may require comparing the cost of methamphetamine across those Divisions. The price will be set using the process described previously for establishing other drug prices, including giving the HIDTA Director the opportunity to propose an alternate price.

Other Clandestine Laboratories

Beginning in 2017, HIDTAs have the option to report all types of clandestine labs they dismantle in addition to the methamphetamine labs they are required to report. The collection and reporting of this information is optional.

A clandestine laboratory is a facility that manufactures, converts, refines, or transforms illegal substances for personal use by the operator of the laboratory or for sale to other parties.

For PMP purposes there are two types of clandestine labs: Production and Conversion. A Production Laboratory makes controlled substances from precursors or otherwise legal substances; e.g., labs that produce methamphetamine, LSD, K2/Spice, etc. A Conversion laboratory changes or transforms the form of an illegal substance; e.g., cocaine HCL to crack, morphine to heroin; marijuana to hashish or "wax"; methamphetamine powder to crystal meth, etc.

Information about these labs will be collected in the Clandestine Labs tab for Enforcement Initiatives. In this section, you can select a laboratory type, either Production or Conversion, and a product for each lab reported.

For Production Labs we have initially identified LSD, Fentanyl, Synthetic Cannabinoids (e.g., K2/Spice), PCP, GHB, MDMA (Ecstasy), Oxycodone, and DMT N,N-Dimethyltryptamine as end products. For Conversion Labs, the initial list of end products includes Crack; Ice; Hashish; Cannabis Oil Extraction (includes honey butane oil, and variants such as oils, wax, shatter, crumble); Methamphetamine HCL from meth in solution; and Counterfeit Pill Manufacturing. Additional products will be added as needed.

In addition to the type of lab and the specific product, the size of the lab can be recorded as well. The lab size categories are the same as those used for methamphetamine labs.

A Threat Specific Table has been developed for these data and that table is described in Appendix A.

Participating Agencies and Positions

HIDTA participating agencies are those agencies that have assigned a position to a HIDTA initiative. These positions are entered into the Profile tab for an initiative and are reproduced in the initiative's Imitative Description and Budget Proposal (IDBP). If the number of positions an agency assigns to an initiative changes, the IDBP must be updated to remain current.

A participating agency does not have to be located in a HIDTA-designated county. The total number of agencies participating in a HIDTA is reported in the "Participants Report" available on the main PMP portal.

Initiatives

PMP is an initiative-based database. All DTO/MLO information, seizure data, analytical support, training, and other statistics are organized according to initiatives. The HIDTA Program Policy and Budget Guidance identifies six general types of initiatives, some of which include subtypes. ONDCP requires somewhat different information for each of the initiative types and subtypes. They are:

1. Enforcement Initiatives (four subtypes): Enforcement Initiatives include multi-agency (1) investigative, (2) interdiction, (3) fugitive, and (4) prosecution activities targeting drug trafficking and money laundering organizations, drug production organizations, drug gangs, drug fugitives, and other serious crimes with a drug nexus.

2. Intelligence and Information Sharing Initiatives: Intelligence and Information Sharing Initiatives include intelligence analysis (tactical, operational, and strategic), deconfliction services (event and case/subject), information collection and dissemination, and other analytical support for HIDTA initiatives and participating agencies.

3. Support Initiatives (four subtypes): Support Initiatives include activities beyond the core Enforcement and Intelligence and Information Sharing Initiatives, e.g., (1) training, (2) crime and forensic labs, (3) resource (shared expenses such as leases, copiers, and landlines), and (4) information technology initiatives.

4. Prevention: HIDTA prevention initiatives facilitate coordination and collaboration between law enforcement and the prevention community to reduce drug use and its consequences and prevent drug-related crime.

5. Treatment: Drug courts and other treatment services funded through local government and non-for-profit organizations.

6. Management and Coordination Initiatives: Management and Coordination Initiatives provide the overall coordination and integration of initiatives, and fund basic overhead (e.g., salaries and fringe benefits for the Director, Deputy Director, and other administrative staff positions approved by the Executive Board; and facilities charges for administrative staff).

ONDCP requires somewhat different information for each of the initiative types and subtypes and the IDBP for each can be tailored to provide only the specific information required. The initiative type/subtype is determined at the time the initiative is established by the PMP Administrator for the HIDTA.

Initiative Names in PMP and the NHAC Financial Management System (FMS)

It is critical that the initiative names in PMP match those in FMS. If they do not match the basic budget information for the initiative will not be pulled into PMP, and the budget amounts must be manually entered by the PMP Coordinator. If you are creating a new initiative, you must establish the initiative in FMS before establishing it in PMP.

Historically, HIDTAs were able to combine several small initiatives (Sub-initiatives) into a single reporting unit (Overseer) or subdivide a large initiative (Overseer) into several smaller entities (Sub-initiatives). The purpose of these distinctions was to enable HIDTA Executive Boards to evaluate initiative components. Effective for the 2022 budget cycle, ONDCP will no longer recognize the distinction between Overseer and Sub-initiative.

HIDTAs may continue to fund large initiatives composed of several components, but the HIDTA will need to create a single initiative in FMS (the former Overseer) and develop internal processes to track the performance of the individual components; PMP tracks the performance of an entire initiative, not its component parts.

Annually, ONDCP uses the ONDCP dashboard in PMP to review and approve initiatives. HIDTAs are required to create an initiative first in FMS prior to completing the Initiative Description and Budget Proposal (IDBP) in PMP. The name of the initiative must exactly match in PMP and FMS to allow budget information for the initiative to be pushed from FMS to PMP. An IDBP cannot be submitted to ONDCP for review and approval without the required budget information.

On occasion, HIDTAs use funds from prior years or receive discretionary funds to support new initiatives. In either situation, HIDTAs must first create the initiative in FMS and then complete the IDBP in PMP. When a new initiative is proposed using prior year funds, the HIDTA must submit PMP Budget Form 1 instead of FMS 4A-2 Budget Detail. When discretionary funds are proposed to support a new initiative, the HIDTA must submit FMS 4A-2 Budget Detail. When prior year's funds are reprogrammed or when discretionary funds are used to support an existing initiative, a new IDBP is not needed.

Education versus Training

Training describes the act of providing an individual with the knowledge, skills, and abilities necessary to perform her/his job. This is in contrast to education, which in its broadest sense is any act or experience that has a formative effect on the mind or character. PMP recognizes four types of training: management, analytical, enforcement, and demand reduction. For PMP, HIDTAs report training activity, not educational activity.

The distinction between education and training is not the composition of the audience, but the information imparted. For example, when a HIDTA enables an investigator to attend a class on interrogation techniques or surveillance, the training activity should improve the knowledge, skills, and abilities (KSAs) of the investigator to perform these tasks, tasks that one would reasonably expect a HIDTA investigator to perform. This activity should be reported as a training activity in the PMP database. On the other hand, a conference designed to inform participants about drug trends or the advantages of certain treatment modalities should not be reported as a training event unless the participant is expected to improve his or her knowledge, skills, and abilities to perform his or her duties. Education is designed to inform, whereas training is designed not only to inform, but also to provide or enhance skills and abilities.

While informal on-the-job training that a supervisor or senior investigator provides to initiative members is important, it should not be reported as training unless the trainer provides lesson plans and learning objectives for the training course. Similarly, trainers offering demand reduction training must produce lesson plans and learning objectives before the activity can be counted as a training event. For example, when an initiative member speaks to a high school class about the danger of drug use, the event should be considered educational and not reported as training. However, when a school resource officer funded through HIDTA provides classroom instruction to a high school class that teaches students how to cope with peer pressure to use illegal drugs, the event should be reported as training in PMP.

Classroom Training

When reporting classroom (conventional) training in the PMP database, report only the number of students trained for which HIDTA funds are expended. For example, when HIDTA funds are used to pay for such items as a class registration fee, travel, lodging, per diem, or books, report the number of students trained in the PMP database. When HIDTA space is used to host the training, even if no other costs were covered with HIDTA funds, report the number of all students trained in the PMP database. Training financially supported entirely with funds from an agency (non-HIDTA funds), even though HIDTA assigned investigators, administrators or support staff attended, should not be reported in the PMP database.

When HIDTA space is used to host the training, even when no other costs were covered with HIDTA funds, the following rules apply.

1. Report the type of training (Enforcement, Analytical, Management, or Demand Reduction), the number of students attending, and the number of training hours

provided in PMP. The decision to use HOTTS to track and store that information rests with each HIDTA.

Rationale: The HIDTA pays for the space that is used.

2. When the HIDTA was not involved in choosing the subject of the training or delivering the content of the training, six-month follow-up surveys are not required.

   Rationale: The HIDTA provides only the facility and is not responsible for the content or utility of the training provided.

On-Line Training

On-line training has gained in popularity primarily because of its convenience and cost savings. More and more HIDTAs are either offering or encouraging personnel to attend on-line training courses. Whenever a HIDTA expends funds, to include but not limited to efforts such as advertising on-line training opportunities, the HIDTA should report the number of students from that HIDTA trained in the PMP database. As an example, HIDTA A developed and hosted an on-line training course that is offered at a minimal cost or free of charge. HIDTA B seized the opportunity and advertised the course to its participating agencies. In this example, HIDTA B should report the number of students from its participating agencies trained via the on-line course in the PMP database. HIDTA A should report only the number of students from HIDTA A who took the training in the PMP database. This will avoid double counting. HIDTA A should also report its work on the development and hosting of the on-line training in a Threat Specific Table as an "Other Output."

Deconfliction Services

Event Deconfliction Services

Event deconfliction services enhance officer safety and assist in the coordination of investigative activity. Because of the importance of these services, they must be provided to all HIDTA initiatives and offered to all law enforcement agencies, regardless of whether they participate in the HIDTA. It is important to report in the PMP database the number of times event deconfliction services were provided to both HIDTA initiatives and non-participating law enforcement agencies. It is not necessary to differentiate between HIDTA and non-HIDTA requests for event deconfliction services.

Target/Investigative Data Deconfliction Services

Target/Investigative Data deconfliction services assist in the coordination of investigative activity and help to ensure the best use of HIDTA and agency resources. It is important to report in the PMP database the number of times Target/Investigative Data deconfliction services were provided. It is not necessary to differentiate between HIDTA and non-HIDTA requests for case/subject/target deconfliction services.

Case Explorer.Net, SAFETNet, RISSafe, Regional and State Deconfliction Systems

HIDTAs use one of three systems – Case Explorer, SAFETNet, or RISSafe to provide both event and case/subject/target deconfliction services. For event deconfliction, the systems match the location, date and time of enforcement actions and notify the contributing parties of potential conflicts. For Target/Investigative Data deconflictions, the systems process case elements specified by the HIDTAs and notify the contributing parties of potential matches.

DTO and MLO Deconflictions

ONDCP requires all DTOs and MLOs to be deconflicted in the year in which they are first reported in the PMP database. A DTO or MLO is deconflicted when the names of the targets are entered into the HIDTA's deconfliction system. The case agent, supervisor or PMP coordinator is responsible for reporting this information by checking the DTO/MLO deconfliction box located on the DTO entry screen to verify that the DTO or MLO was deconflicted.

Case Support

Case support is defined as the assignment of an analyst(s) to provide specific types of analytical services for an investigation. Those services are:

- association/link/network analysis
- commodity flow analysis
- crime-pattern analysis
- financial analysis
- flow analysis
- geospatial analysis
- telephone toll analysis

The processing of inquiries, event deconfliction services, and similar tasks are not considered case support in PMP even though these services often aid an investigator. For example, when an investigator contacts the Investigative Support Center (ISC) and asks that 20 names and addresses be checked in the ISC databases, this activity should not be recorded as case support. Only when one or more of the above products is the activity counted as case support:

PMP is intended to capture the number of cases that receive support from any analyst assigned to any HIDTA initiative, including non-HIDTA funded analysts, as opposed to the number of analytical services provided. Whether one analyst or a number of analysts provide support to a particular case is immaterial for PMP purposes. The critical information for PMP is the number of individual cases that received analytical services in support of the case.

All case support provided by analysts assigned to the ISC, including analysts assigned to the ISC by participating agencies and ISC analysts embedded in investigative initiatives, should be attributed to the ISC. Case support provided by an agency analyst assigned to a HIDTA initiative should be attributed to the initiative to which the analyst is assigned.

Other Outputs

Beginning in 2017, the use of "Other Outputs" in PMP was significantly reduced. The Other Outputs tab will only be available to Enforcement and to Treatment and Prevention Initiatives.

All Enforcement Initiatives will have only four Other Outputs available to them in PMP drop-down screens: Arrests; Wiretaps (Lines); Vaping Cartridges Seized; and Firearms Seized. These terms are described in the section on the Other Law Enforcement Outputs Table described in Appendix A: Part Two.

Treatment and Prevention Initiatives will have Other Outputs unique to the purpose of the initiative. The Other Outputs list for those initiatives will be entered into PMP by PMP Administrators based on input provided by each HIDTA. If changes to that list are needed, please provide the requested changes to the PMP Help Desk.

HIDTAs can continue to track information previously reported and/or any additional information using the "Other Outputs Template" available in the drop down list for "Documents" at the bottom of the sidebar on the left side of the Information Network/PMP portal. That template is reproduced below.

The information entered in the Other Outputs Template will not be part of the PMP database. It must be saved and stored by each HIDTA.

As in the past, the collection and reporting of Other Outputs by a HIDTA is optional.

Additional Other Outputs for the _____ HIDTA, 20__

			Actual Numerical Quantity						Actual Value					
Initiative	Output	Expected Quantity	Q1	Q2	Q3	Q4	Total Quantity	Expected Value	Q1	Q2	Q3	Q4	Total Value

Guidelines for Intelligence-Related Surveys

Purpose of the Surveys. Two intelligence-related surveys are conducted as part of the HIDTA Program PMP – one to assess case agents' assessments of the case support provided by HIDTA ISC staff and other analysts (Core Table 10) and a second to collect the assessment of the HIDTA's strategic products (Core Table 12). The surveys, together with information in Core Table 11 (Intelligence Reporting), will contribute to an assessment of the performance of the HIDTA's intelligence and information sharing activities

For HIDTA PMP purposes, case support (CS) is "the assignment of an analyst(s) to provide analytical support for an investigation." "Analytical support refers to those services an analyst provides to support an investigation; i.e., Association/Link/Network Analysis, Commodity Flow Analysis, Crime-Pattern Analysis, Financial Analysis, Flow Analysis, Geo-Spatial Analysis, or Telephone Toll Analysis."

For HIDTA PMP purposes, a Strategic Intelligence Product (SIP) is a document "that provides a long-term, high-level look at the law enforcement issues that not only considers current activities but also tries to provide a forecast of likely developments. The HIDTAs' Annual Threat Assessments are strategic intelligence documents.

Administering the Surveys. A Strategic Intelligence Products survey should be sent to each member of the HIDTA Executive Board and to other senior level officials who received the Annual Threat Assessment. HIDTAs have the option of sending surveys to recipients of other strategic products they prepare during the year but surveys are required only for recipients of the Annual Threat Assessment.

A case support survey should be sent to the case agent or other individual familiar with any case that received case support in the calendar year. Surveys can be sent to on-going or closed cases but only one survey a year should be sent for a case. For some cases, the case support will have been started in a prior year. For PMP purposes, when the case support activity began does not matter. We are concerned about the assessment of services that were completed in the calendar year being assessed. Cases that last longer than one year may be surveyed multiple times if the HIDTA provided analytical support in multiple years.

The surveys can be administered by the HIDTA or by the National HIDTA Assistance Center (NHAC). These surveys should not be conducted over the phone. If the HIDTA administers the surveys, they can be sent to the case agents and law enforcement executives by email, regular mail, fax, or distributed during meetings. HIDTAs should keep copies of the responses and make them available to ONDCP or other authorized parties if requested.

Number of Surveys and Response Rates. HIDTAs should complete a minimum of 50 surveys of the Case Support surveys and 50 surveys of Strategic Intelligence Products (SIPs) each calendar year. Fifty surveys are needed to ensure a reliable estimate of the proportion of respondents that consider the CS or SIPs useful. More than 50 surveys should be completed if possible but only 50 are required.

If a random sample is not used to select the cases to be included in the survey, the cases that are included should provide a representative picture of the case support provided each year. For example, you should attempt to include cases that: were supported throughout the year (not just those supported in the first or last six months of the year being assessed); involve MLOs, not just DTOs; and cases that required different levels of support, e.g., long-term extensive assistance v. relatively short-term and less intensive assistance. The procedures you use to select the cases to be surveyed should be documented and available to ONDCP staff or other reviewers on request.

Obtaining 50 completed surveys may require sending out more than 50 surveys. We recommend sending out 80 surveys. If you expect to provide case support to fewer than 80 cases in the year being assessed or you distribute SIPs to fewer than 80 individuals, include all those involved in your sample.

There is no universally accepted standard for an adequate response rate to a survey. Response rates deemed adequate in academic studies have ranged from 25% to 75% for mail surveys. That being said, extremely low response rates raise questions about non-response bias. Nonresponse bias can result when individuals that receive a survey are unwilling or unable to respond, and they may differ in meaningful ways from those who do respond. To avoid extremely low response rates, you should do follow-up contacts to non-respondents.

Role of the PMP Coordinator

Each HIDTA must designate one or more PMP Coordinator(s), who will be the principal point of contact for all PMP issues and questions from other staff in the HIDTA, the PMP Administrators at the W/B HIDTA, ONDCP, and auditors.

ONDCP has proposed changes to the annual reporting requirements that place greater emphasis on the content and accuracy of PMP documents. The changes will put a greater responsibility on the PMP Coordinator.

General Responsibilities of the PMP Coordinator

1. The Coordinator must be well versed and up-to-date about PMP issues;
2. If the HIDTA uses Case Explorer instead of entering information directly into PMP, the Coordinator should be well versed in that system as well;
3. The Coordinator must maintain an up-to-date list of all PMP reporters in the HIDTA; and
4. The Coordinator must ensure all PMP reporters in the HIDTA are trained on PMP, including annual refreshers.

Specific Responsibilities of the PMP Coordinator

At the start of each program year, the PMP Coordinator must ensure that all:

1. Active initiatives and DTOs are pushed to the new year;
2. Initiative descriptions accurately describe the activities and staffing of the initiative for the upcoming year;
3. Active initiatives have entered expected results for outputs appropriate for the type of initiative;
4. All expected ROIs are entered;
5. All PMP reporters are aware of any changes in definitions, data requirements, and/or PMP procedures; and
   Updated IDBPs are sent to Initiative Commanders when changes are made.

During the year, the PMP coordinator is responsible for

1. Implementing a process to review new DTOs/MLOs and reported disruptions/dismantlements to verify they each meet the PMP definition;
2. Implementing a process to project, track, and report analytical case support to ensure accurate reporting of this measure in PMP;
3. Identifying potential duplicate seizures and following up with initiatives to remove any duplicate entries in Case Explorer and/or PMP;
4. Tracking the HIDTA's performance compared to the annual targets established in agreement with ONDCP; and
5. Preparing PMP reports for the Executive Board, the HIDTA Director, Initiative Commanders, and HIDTA staff as needed.

At the end of the year, the PMP Coordinator must:

1. Compare expected v. actual results (Annual Review Report) and note any differences greater than +/- 15%;
2. Ensure that all active initiatives have reported actual results for outputs appropriate for the type of initiative; and
3. Prepare PMP reports for the Executive Board, the HIDTA Director, Initiative Commanders, and HIDTA staff as needed.

In addition, the PMP Coordinator is strongly encouraged to validate the profile of each DTO, MLO, and CO identified by the HIDTA prior to pushing the organization into the next program year. See page 89 for the definition of "validation."

Appendix A - PMP Core Tables and Threat Specific Tables

Part One: Core Tables

The following information is provided to assist HIDTA Directors, PMP coordinators, and ONDCP policy analysts with issues relating to data entry, performance expectations, and the uniform application of PMP definitions. Information is organized sequentially on a Core Table by Core Table basis. For each table there is a brief description of the table, an example of the table, and a matrix indicating where any definition or explanation of any key terms can be found in the User Guide.

Core Tables 1 through 6 have a green header and report Goal 1 achievements. Core Tables 7 through 12 have a blue header and report Goal 2 outcomes. A green column or row on a performance table reports an outcome expressed as a percentage of the performance expectation set for the reported activity.

Table 1: DTOs and MLOs Disrupted and Dismantled as Percent of Expected

Table 1 is a core table that displays the number of drug trafficking and money laundering organizations that were expected to be disrupted or dismantled and the number that were actually disrupted or dismantled during the program year. There is a specific performance expectation in this table, and the extent to which the HIDTA met this expectation is highlighted in the green cells of the table. Any variance greater than plus/minus 15% from the "expected" number of disruptions and dismantlements shown in the table must be explained in the HIDTA's Management and Coordination IDBP.

The table does not separately calculate the percentage of disruptions or dismantlements that were reported because there is no separate performance expectation for dismantling a DTO or MLO vs. disrupting a DTO or MLO. Information in this table is presented for the most recent three program years. Performance expectations are not established for each of the three types of DTOs and MLOs – international, multi-state, and local-- that are used to describe the operational scope of each.

Table 1: DTOs/MLOs Disrupted or Dismantled by All HIDTAs as a Percent of Expected			
	2017	**2018**	**2019**
Expected	**2,848**	**2,741**	**2,787**
Actual			
International	761	776	779
Multi-State	932	932	968
Local	1,166	1,221	1,385
Actual Total	**2,859**	**2,929**	**3,132**
Actual Total as Percentage of Expected	**100%**	**107%**	**112%**
			As of 8/10/2020

KEY TERMS AND CONCEPTS TABLE 1		
Term/Concept	**Definition in Appendix B on Page:**	**Explanation Begins on Page:**
Drug Trafficking Organization (DTO)	95	6
Money Laundering Organization (MLO)	99	6
Dismantled	94	12
Disrupted	94	12
Operational Scope	100	11
International DTO/MLO	98	11
Multi-state DTO/MLO	99	11
Local DTO/MLO	99	11

Table 2: DTOs and MLOs Disrupted and Dismantled as Percent of all DTOs/MLOs Open

Table 2 is a core table that displays: (1) the number of DTOs/MLOs identified; (2) the total number of DTOs/MLOs for which cases were opened according to their operational scope; (3) the total number of organizations that were disrupted and dismantled, according to their operational scope; and (4) the percent of organizations under investigation that were disrupted or dismantled, in total and according to their operational scope. This table is a workload table and does not contain a performance expectation.

Table 2: DTOs/MLOs Disrupted or Dismantled by All HIDTAs as a Percent of all DTOs/MLOs Under Investigation			
	2017	**2018**	**2019**
Identified	**8,464**	**7,980**	**8,467**
Cases Open			
International	2,920	2,673	2,656
Multi-State	2,490	2,361	2,441
Local	2,920	2,919	3,343
Total	**8,330**	**7,953**	**8,440**
Disrupted or Dismantled			
International	761	776	779
Multi-State	932	932	968
Local	1,166	1,221	1,385
Total Disrupted or Dismantled	**2,859**	**2,929**	**3,132**
Disrupted or Dismantled as a Percentage of those Open			
International	26%	29%	29%
Multi-State	37%	39%	40%
Local	40%	42%	41%
Percentage based on the Total Disrupted or Dismantled vs. Total Under Investigation	**34%**	**37%**	**37%**
			As of 8/10/2020

KEY TERMS AND CONCEPTS TABLE 2		
Term/Concept	**Definition in Appendix B on Page:**	**Explanation Begins on Page:**
Identified	98	N/A
Cases Open	N/A	N/A
Drug Trafficking Organization (DTO)	95	6
Money Laundering Organization (MLO)	99	6
Dismantled	94	12
Disrupted	94	12
Operational Scope	100	11
International DTO/MLO	98	11
Multi-state DTO/MLO	99	11
Local DTO/MLO	99	11

Table 3: Priority Organizations Disrupted or Dismantled

Table 3 is a core table that displays information concerning the HIDTA's accomplishments in disrupting or dismantling priority targets. The table has two sections – one section that displays information about drug trafficking organizations (DTOs) and a second that displays information about money laundering organizations (MLOs). Each section has four sub-categories showing information for organizations that are (1) part of a Consolidated Priority Organization Target (CPOT); (2) part of an Organized Crime and Drug Enforcement Task Force (OCDETF) case; (3) a Regional Priority Organization Target (RPOT) designated by the OCDETF Program's Regional Coordination Committee; (4) or a Priority Target Organization designated by a DEA field office. (Note the sum of these four sub-categories will not equal the total number because (1) not all DTOs/MLOs will be priority targets; and (2) some organizations may have been designated as more than one type of priority.)

The first line of each section presents the total number of such DTOs/MLOs that were (1) investigated during the program year, (2) described as violent; and (3) disrupted or dismantled that year. The fourth column displays the percent of each type of organization under investigation that was disrupted or dismantled. The next four lines display the same information for organizations designated a specific type of priority target.

This table does not contain a performance expectation. It is a workload table.

Table 3: Priority Organizations Disrupted or Dismantled by All HIDTAs in the year 2019

Type	Active Investigations During Reporting Year	Violent Organizations	Disrupted or Dismantled	Disrupted or Dismantled as a Percent of Investigated
DTO	**7,384**	**1,597**	**1,945**	**26%**
CPOT	173	49	26	15%
RPOT	88	34	14	16%
OCDETF	1,173	387	214	18%
PTO	848	201	204	24%
MLO	**1,056**	**35**	**169**	**16%**
CPOT	29	5	2	7%
RPOT	11	2	2	18%
OCDETF	126	19	28	22%
PTO	43	10	16	37%

As of 8/10/2020

KEY TERMS AND CONCEPTS TABLE 3		
Term/Concept	**Definition in Appendix B on Page:**	**Explanation Begins on Page:**
Consolidated Priority Organization Target (CPOT)	93	N/A
Regional Priority Organization Target (RPOT)	102	N/A
Organized Crime Drug Enforcement Task Force (OCDETF)	100	N/A
Priority Target Organization (PTO)	102	N/A
Dismantled	94	12
Disrupted	94	12
Violent	104	N/A

Table 4: Quantity and Wholesale Value of Drugs Removed from the Marketplace

Table 4 is a core table that can display the quantities of illegal drugs seized during the specified year, the estimated wholesale value of those drugs rounded to thousands of dollars, and the percent each drug represents of the total wholesale value of all seizures. Three units of measure for quantity are shown: kilograms, liters, and dosage units. Seizures reported in other units of measurement are converted into these three categories by PMP. All seizure quantities are shown in whole numbers only. Seizures of marijuana plants are automatically converted to kilograms at a rate of one pound per plant. PMP allows the user to display the drugs seized by an individual HIDTA in several ways. The default version is for Table 4 to display seizures in one of fifteen (15) categories and to show only the quantities of drugs seized. The user has the option of checking a box on the report screen to display only (a) seizures associated with Domestic Highway Enforcement(DHE) activities, (b) every specific drug seized in a particular year, and/or (c) to display the wholesale values of those drugs and the share of the total wholesale value of all seizures. Two different values of seizures can be displayed in Table 4. One version uses only the values for drugs in the five major drug groups using national average prices reported by the Drug Enforcement Administration. The second choice would use any locally-established prices for these drugs and for the other ten drug groups. The pricing of drugs seized is described beginning on page 16 of this document.

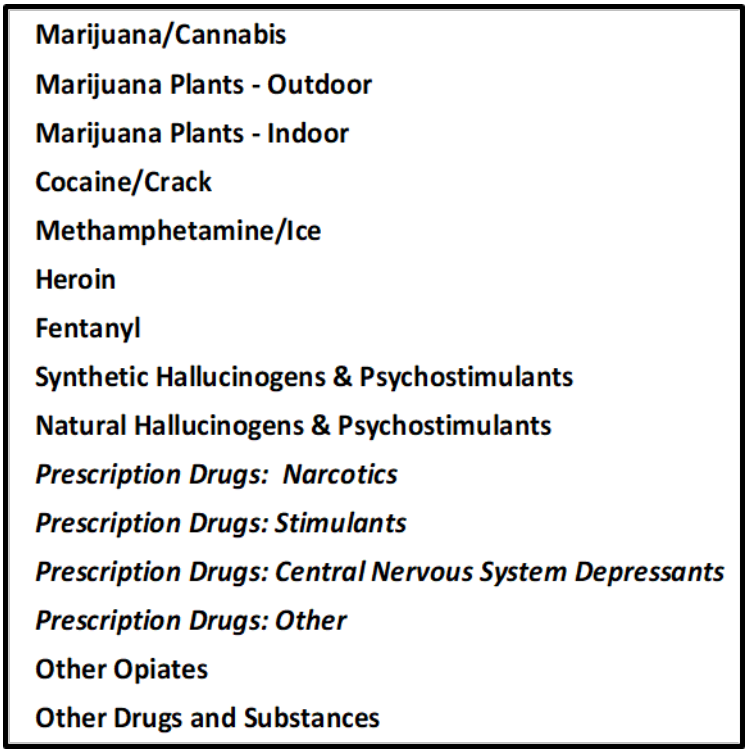
There is no specific performance expectation in the Strategy related to this table. The information is provided to account for drugs seized during the program year.

If the user chooses to display the seizures of all HIDTAs in Table 4 rather than an individual HIDTA, the user can choose to show only those seizures associated with DHE and/or every specific drug seized in a particular year. For the "All HIDTAs" table, only the wholesale value of the five major groups of drugs (cocaine/crack; heroin, methamphetamine powder/ice; marijuana; and fentanyl) will be displayed.

Table 4: Quantity and Wholesale Value of Drugs Removed from the Marketplace by All HIDTAs for 2019 (Program Values shown)

	Quantity Seized				
Drug	Kilograms	Dosage Units	Liters	Wholesale Value (in $1,000)	Percent
Cocaine/Crack	168,601	23	0	$ 4,962,637	12%
Marijuana/Cannabis	6,013,534	201,029	1,879	$ 30,789,797	73%
Marijuana Plants - Indoor	244,881	0	0	$ 1,207,755	3%
Marijuana Plants - Outdoor	301,730	0	0	$ 1,488,134	4%
Methamphetamine/Ice	152,282	5,316	865	$ 3,010,995	7%
Heroin	6,607	21,815	0	$ 378,861	1%
Fentanyl	3,252	1,572,731	0	$ 105,424	0%
Synthetic Hallucinogens and Psychostimulants	6,864	652,691	4,443	$ -	0%
Natural Hallucinogens and Psychostimulants	2,605	7,167	0	$ -	0%
Prescription Drugs: Narcotics	444	448,313	18	$ -	0%
Prescription Drugs: Central Nervous System Depressants	297	540,583	0	$ -	0%
Prescription Drugs: Stimulants	37	39,883	0	$ -	0%
Prescription Drugs: Other	1,752	564,329	7,363	$ -	0%
Other Opiates	23	183	0	$ -	0%
Other Drugs and Substances	31,898	335,030	103,870	$ -	0%
Total	6,934,807	4,389,093	118,438	$ 41,943,602	100%

Marijuana/Cannabis
Marijuana Plants - Outdoor
Marijuana Plants - Indoor
Cocaine/Crack
Methamphetamine/Ice
Heroin
Fentanyl
Synthetic Hallucinogens & Psychostimulants
Natural Hallucinogens & Psychostimulants
Prescription Drugs: Narcotics
Prescription Drugs: Stimulants
Prescription Drugs: Central Nervous System Depressants
Prescription Drugs: Other
Other Opiates
Other Drugs and Substances



KEY TERMS AND CONCEPTS TABLE 4		
Term/Concept	**Definition in Appendix B on Page:**	**Explanation Begins on Page:**
Wholesale Value	105	16

Table 5: Return on Investment (ROI) for HIDTA Activities

Table 5 is a core table that reports the expected and actual ROI for (1) drugs removed from the marketplace, (2) cash and assets seized, and (3) the total for those two activities. There are specific performance expectations in the Strategy for each of these ROI figures, and the extent to which the HIDTA met these expectations is highlighted in the green cells of the table. This outcome measure clearly demonstrates the worth of the HIDTA and, when aggregated, the HIDTA Program in disrupting the marketplace for illegal drugs.

The table also displays the data used to calculate the various ROI figures. Information in this table is presented for the most recent three program years to assist the HIDTA Director in setting these performance expectations.

Note that beginning in 2013 the definition of "Investigative Budget" was changed to include all HIDTA funds except those budgeted for treatment, prevention, and research and development. Consequently, ROIs reported for 2013 and later years will be lower, in some cases substantially lower, than in prior years. Any comparison between ROIs reported in 2013 and later to ROIs reported for 2012 and prior years is not valid.

In 2017, the method of calculating the HIDTA Program ROI was changed to include the wholesale value only of seizures in the four major drugs – cocaine/crack; marijuana; heroin; and methamphetamine/ice. In 2019, the estimated value of fentanyl was included with the four major drug groups. If a user selects the "All HIDTAs" option rather than an individual HIDTA, only the wholesale values of drugs in those groups will be used to calculate the ROI. See page 17 for a description of that change.

Any variance greater than plus/minus 15% between the expected ROIs and the actual ROIs shown in the table must be explained in the HIDTA's Management and Coordination IDBP.

Table 5: Return on Investment (ROI) for HIDTA Activities by All HIDTAs			
	2017	**2018**	**2019**
Drugs			
Expected	N/A	N/A	N/A
Actual	$67.59	$60.41	$155.11
Actual as Percentage of Expected	**N/A**	**N/A**	**N/A**
Cash and Assets			
Expected	N/A	N/A	N/A
Actual	$5.30	$2.66	$3.33
Actual as Percentage of Expected	**N/A**	**N/A**	**N/A**
Total ROI			
Expected	N/A	N/A	N/A
Actual	$72.89	$63.06	$158.44
Actual as Percentage of Expected	**N/A**	**N/A**	**N/A**
Investigative Budget and Seizures			
	2017	**2018**	**2019**
Investigative Budget	**$243,088,917**	**$266,409,597**	**$268,605,429**
Wholesale Value of Drugs Seized	**$16,430,314,362**	**$16,093,269,486**	**$41,663,325,843**
Assets Seized			
Cash Assets	$1,129,507,064	$526,716,129	$652,274,334
Other Assets	$157,761,036	$181,057,557	$242,709,048
Total Assets	**$1,287,268,100**	**$707,773,686**	**$894,983,382**
Total Drugs and Assets Seized	**$17,717,582,462**	**$16,801,043,173**	**$42,558,309,226**
			As of 8/10/2020

KEY TERMS AND CONCEPTS TABLE 5		
Term/Concept	**Definition in Appendix B on Page:**	**Explanation Begins on Page:**
Return on Investment (ROI)	102	17
Drug ROI Expected	N/A	N/A
Actual Drug ROI	N/A	N/A
Cash and Assets ROI Expected	N/A	N/A
Actual Cash and Assets ROI	N/A	N/A
Total ROI Expected	N/A	N/A
Actual Total ROI	N/A	N/A
Investigative Budget	98	N/A
Wholesale Value of Drugs Removed	N/A	N/A

Table 6: Clandestine Methamphetamine Labs Dismantled

Table 6 is a core table that displays the number of dismantled clandestine meth labs, classifies the labs according to EPIC categories for production capacity, and calculates the estimated value for each category of dismantled labs. The estimated value assumes a single "cook" for each lab and for each lab multiplies the average wholesale price of an ounce of methamphetamine in the HIDTA region by the mid-point of each lab size range. There is no specific performance expectation in the Strategy related to this table. The information is provided to indicate the extent to which the HIDTA initiatives identified and dismantled methamphetamine labs operating in its area. A lab should be reported as dismantled when a HIDTA initiative or an entity acting on behalf of the HIDTA initiative disassembles the lab. It is not necessary for the HIDTA initiative itself to dismantle the lab physically. Specialized units with appropriate HAZMAT gear and training typically handle lab dismantlements and clean-ups. For PMP purposes, a meth lab or other type of clan lab should be reported as dismantled when a HIDTA initiative or an entity acting on behalf of the HIDTA initiative disassembles the lab. If one HIDTA-funded initiative is responsible for the discovery/investigation of the lab and the actual physical dismantlement and cleanup of the lab is performed by a second HIDTA initiative, only one initiative can claim the dismantlement.

Table 6: Clandestine Methamphetamine Labs Dismantled by All HIDTAs			
	2017	2018	2019
Labs Dismantled			
Less than 2 Oz	338	180	73
2 - 8 Oz	17	10	3
9 - 31 Oz	7	4	3
32 - 159 Oz	1	0	2
10 - 20 Lbs	0	0	0
Over 20 Lbs	1	1	3
Total Labs Dismantled	**364**	**195**	**84**
Meth Cost Per Ounce	**N/A**	**N/A**	**N/A**
Estimated Lab Value			
Less than 2 Oz	$805,792	$429,120	$174,032
2 - 8 Oz	$101,320	$59,600	$17,880
9 - 31 Oz	$166,880	$95,360	$71,520
32 - 159 Oz	$114,432	$0	$228,864
10 - 20 Lbs	$0	$0	$0
Over 20 Lbs	$381,440	$381,440	$1,144,320
Total Estimated Lab Value	**$1,569,864**	**$965,520**	**$1,636,616**
			As of 8/10/2020

KEY TERMS AND CONCEPTS TABLE 6		
Term/Concept	**Definition in Appendix B on Page:**	**Explanation Begins on Page:**
Methamphetamine Labs	N/A	19

Table 7: Training Funded and Supported by HIDTA

Table 7 is a core table that reports the number of students the HIDTA initiatives expected to train, the number of students they actually trained, the percent of the expected number of students that were actually trained, and the number of training hours provided. The table also displays the results of surveys sent two months following the training asking the students whether the course improved their job-related knowledge, skills, and abilities and whether the student applied the course material since completing the training course. This table refers to trainings conducted by HIDTA staff or training providers and is required for all HIDTAs. It does not include training that is funded entirely by an agency. There is a program-wide performance expectation of 85% positive responses established for these surveys, and the extent to which the expectations were met is highlighted in the table.

To enable a reader to assess the validity of the survey responses, the table has been expanded to include the number of surveys sent for each type of training, the number of responses received, and the resulting response rate.

Any variance greater than plus/minus 15% between the total expected number of students to be trained and the actual number trained or less than 85% positive responses to the either of the two Two-Month Follow-Up questions must be explained in the HIDTA's Management and Coordination IDBP.

Table 7: Training Funded and Supported by All HIDTAs in 2019

Type of Training	Expected Students	Actual Students	Actual as Percent of Expected	Training Hours Provided
Enforcement	58,565	70,109	120%	945,515
Analytical	5,953	7,526	126%	90,187
Management	2,849	4,568	160%	59,246
Demand Reduction	15,651	17,989	115%	52,621
Total	**83,018**	**100,192**	**121%**	**1,147,569**

Two Month Follow-Up Responses

Type of Training	Surveys Sent	Surveys Received	Response Rate	Question 1 - Yes	Question 2 - Yes
Enforcement	44,570	9,061	20%	97%	86%
Analytical	5,788	1,151	20%	96%	85%
Management	2,895	762	26%	96%	92%
Demand Reduction	1,713	299	17%	97%	91%
Total	**54,966**	**11,273**	**21%**	**97%**	**86%**

Survey Results from 07/01/2018 - 06/30/2019 **As of 8/10/2020**

- Question 1 -
Did the course improve your knowledge, skills, and abilities needed to perform your job?

- Question 2 -
Since the completion of this course, have you used the knowledge, skills, or abilities acquired in the training?

KEY TERMS AND CONCEPTS TABLE 7		
Term/Concept	**Definition in Appendix B on Page:**	**Explanation Begins on Page:**
Training	104	23
Education	95	23
Enforcement Training	95	N/A
Analytical Training	91	N/A
Management Training	99	N/A
Demand Reduction Training	94	N/A
Knowledge, Skills, and Abilities	N/A	23

Table 8: Deconflictions Processed

Table 8 is a core table that reports three types of information: event deconflictions, target/investigative data deconflictions, and DTO/MLO deconflictions.

The first two lines show the number of law enforcement agencies that use the HIDTA's event deconfliction system and the number of event deconflictions processed during each year.

The third line shows the number of Target/Investigative Data elements that were processed for the year.

The fourth and fifth lines show the number of newly identified DTOs/MLOs (i.e., organizations first identified during the program year in question) that were deconflicted and the percent this represents of all newly identified DTOs/MLOs. There is a program-wide performance expectation that 100% of all newly identified DTOs/MLOs are deconflicted in the year they are identified. The extent to which this expectation was met is highlighted in the green cells of the table. Any variance from the 100% deconfliction of newly-identified DTOs/MLOs must be explained in the HIDTA's Management and Coordination IDBP.

The number of event and target investigative data deconflictions processed includes requests from all sources, regardless of whether the requesting agency participated in the HIDTA.

Table 8: Deconflictions Processed by All HIDTAs			
	2017	**2018**	**2019**
Event Deconflictions			
Agencies Participating in Event Deconfliction	3,887	4,052	2,297
Event Deconflictions Processed	303,959	306,379	205,626
Target/Investigative Data Elements Processed	1,162,919	1,222,188	677,784
DTO/MLO Deconflictions			
DTOs/MLOs Deconflicted	2,554	2,675	2,228
Percent of DTOs/MLOs Deconflicted	**96%**	**98%**	**93%**
			As of 1/8/2020

KEY TERMS AND CONCEPTS TABLE 8		
Term/Concept	**Definition in Appendix B on Page:**	**Explanation Begins on Page:**
Event Deconfliction	95	24
Target/Investigative Data Deconfliction	104	24
Agencies participating in deconfliction	91	N/A

Table 9: Cases Provided Analytical Support

Table 9 is a core table that shows the number of cases for which the HIDTA expects to provide analytical support; the number of cases that actually received analytical support; and the percentage of the expected number that was actually supported. There is a specific performance expectation in the Strategy related to this table, and the extent to which the expectation was met is highlighted in the green cells of the table. Any variance greater than plus/minus 15% between the expected number shown in for the table and the actual number must be explained in the HIDTA's Management and Coordination IDBP.

Table 9: Cases Provided Analytical Support by All HIDTAs			
	2017	**2018**	**2019**
Analytical Case Support			
Expected to Provide	25,811	25,524	25,070
Actual Provided	24,065	25,734	26,196
Actual as Percent of Expected	**93%**	**101%**	**104%**
			As of 8/10/2020

KEY TERMS AND CONCEPTS TABLE 9		
Term/Concept	**Definition in Appendix B on Page:**	**Explanation Begins on Page:**
Analytical Support (Case Support)	91, 92	25

Table 10: Case Agent Satisfaction with Case Support Provided

Table 10 is a core table that shows the results of surveys sent to case agents inquiring about their perception of the accuracy and usefulness of the intelligence analysis they were provided. Accuracy is described as Very Accurate, Mostly Accurate, Somewhat Accurate, or Inaccurate. The usefulness of the analysis is described as Very Useful, Useful, Somewhat Useful, and Not Useful. Unlike the other performance measures in PMP, HIDTAs do not set unique performance expectations for case agent satisfaction with case support. Instead, there is a program-wide performance expectation for this measure -- ONDCP expects that 85% of the respondents to follow-up surveys will report the accuracy of the analysis was either Mostly or Very Accurate and usefulness of the information was either Useful or Very Useful. The extent to which these standards are met is highlighted in the green cells of Table 10. If less than 85% of the responses to any of the three survey questions is positive, the variance must be explained in the HIDTA's Management and Coordination IDBP.

Table 10: Intelligence Measures for Case Support by All HIDTAs			
	2017	**2018**	**2019**
Survey Statistics			
Cases Supported	24,065	25,734	26,196
Surveys Sent	3,656	4,003	3,911
Survey Responses	2,163	2,404	2,090
Percentage Useful	**98%**	**98%**	**97%**
How accurate was the Intelligence Analysis or Case Support			
Very Accurate	1,979	2,393	1,941
Mostly Accurate	164	142	141
Somewhat Accurate	12	14	24
Inaccurate	4	5	6
Overall, how accurate was the intelligence analysis	**99%**	**99%**	**99%**
How useful was the Intelligence Analysis or Case Support			
Very Useful	1,868	2,304	1,934
Useful	251	194	221
Somewhat Useful	34	43	46
Not Useful	5	17	23
Overall, how useful was the intelligence analysis	**98%**	**98%**	**97%**
			As of 8/10/2020

KEY TERMS AND CONCEPTS TABLE 10		
Term/Concept	**Definition in Appendix B on Page:**	**Explanation Begins on Page:**
Analytical Support (Case Support)	91, 92	25

Table 11: Intelligence Reporting

Table 11 is a new core table for 2021. The purpose of Table 11 is to document the intelligence production of the HIDTA's ISC. The table shows the number and type of various strategic, operational, and tactical intelligence products produced by the HIDTA and the number posted to the Homeland Security Information Network (HSIN) and the El Paso Intelligence Center (EPIC).

While this table is a workload table and does not contain a performance expectation, it does demonstrate the HIDTA's efforts to share information with the Intelligence Community.

Table 11: Intelligence Reporting by the Washington/Baltimore HIDTA			
	2019	2020	2021
Intelligence Product Type			
Number of Strategic Products	0	41	40
. Number Posted to HSIN	0	31	32
. Number Posted to EPIC	0	39	40
Number of Operational Products	0	16	15
Number of Tactical Products	0	14	15
Number of Drug Felony Arrest Notifications	0	11	20
Number of Joint Strategic Products	0	14	15
Number of IIRs Using HIDTA Information	0	41	100
Note: Products can be posted on both HSIN and EPIC, so double counting may occur.			
			As of 11/30/2020

KEY TERMS AND CONCEPTS TABLE 11		
Term/Concept	**Definition in Appendix B on Page:**	**Explanation Begins on Page:**
Serialized Intelligence Reporting	103	
Intelligence Information Reports	98	
Intelligence Products	98	
Strategic Intelligence Products	103	
Joint Strategic Intelligence Products	98	
Homeland Security Information Network (HSIN)	97	
El Paso Intelligence Center (EPIC)	95	
Operational Intelligence Products	100	
Tactical Intelligence Products	103	
Drug Felony Arrest Notification (FAN)	94	

Table 12: Assessment of Strategic Intelligence Products Produced

Table 12 is a core table that shows the results of Strategic Intelligence Surveys sent to assess the accuracy and usefulness of the HIDTA's Annual Threat Assessment and any other Strategic Intelligence Product the HIDTA chooses to include.

The survey asks two questions: (1) whether the documents were very effective, mostly effective, somewhat effective, or not effective in describing the threat in the HIDTA; and (2) whether the document was very useful, useful, somewhat useful, or not useful to the respondent. Unlike most other performance measures in PMP, HIDTAs do not set unique performance expectations regarding satisfaction with its Strategic Intelligence Products. Instead, there is a program-wide performance expectation for this measure -- ONDCP expects that 85% of the respondents to follow-up surveys will report the products very useful or useful, and the extent to which the expectation was met is highlighted in the green cells of Table 12. If less than 85% of the responses to any of the three survey questions is positive, the variance must be explained in the HIDTA's Management and Coordination IDBP.

Table 12: Assessment of Strategic Intelligence Products Produced by the Washington/Baltimore HIDTA			
	2019	**2020**	**2021**
Strategic Documents			
Strategic Documents Produced	55	152	5
Surveys Sent	66	562	224
Survey Responses	77	362	194
Percentage Useful	**30%**	**94%**	**96%**
How effective was the Strategic Intelligence Document in describing the situation or threat it addressed?			
Very Effective	4	120	135
Mostly Effective	3	53	48
Somewhat Effective	2	6	45
Not Effective	1	2	7
Overall, how effective was the intelligence analysis	**70%**	**96%**	**78%**
How useful was the Strategic Intelligence Document?			
Very Useful	1	89	135
Useful	2	31	37
Somewhat Useful	3	8	2
Not Useful	4	0	5
Overall, how useful was the intelligence analysis	**30%**	**94%**	**96%**
			As of 11/30/2020

KEY TERMS AND CONCEPTS TABLE 12		
Term/Concept	**Definition in Appendix C on Page:**	**Explanation Begins on Page:**
Strategic Intelligence	103	
Strategic Intelligence Document	103	
Strategic Intelligence Products Surveys	103	

Part Two: Threat Specific Tables

The following information pertains to the nine Threat Specific Tables approved by ONDCP. As in the preceding section, the information is organized sequentially on a table-by-table basis. For each table there is a brief description of the table, an example of the table, and a matrix indicating where any definition or explanation of key terms can be found in the User Guide.

In most cases, there is no performance expectation for the Threat Specific Tables. However, if a HIDTA funds a Prosecution Initiative or a Fugitive Apprehension Initiative, the HIDTA must explain any variance greater than plus/minus 15% from the "expected" number shown in for the table in the HIDTA's Management and Coordination IDBP.

MLOs Disrupted and Dismantled as Percent of Expected

This table is identical to Core Table 1 except that it includes data only on money laundering organizations that were expected to be disrupted or dismantled and the number that were actually disrupted or dismantled during the program year. There is no specific performance expectation in the Strategy related to this table. Like Core Table 1, the percentages of disruptions or dismantlements of MLOs that were reported are not separately calculated. Information in this Table is presented for the most recent three program years. No performance expectations are established for the three types of MLOs – International, Multi-State, and Local, which are used to describe the operational scope of each.

MLOs Disrupted or Dismantled by All HIDTAs as a Percent of Expected			
	2017	**2018**	**2019**
Expected	**210**	**182**	**167**
Actual			
International	93	86	95
Multi-State	44	48	35
Local	34	65	39
Actual Total	**171**	**199**	**169**
Actual Total as Percentage of Expected	**81%**	**109%**	**101%**
			As of 8/10/2020

KEY TERMS AND CONCEPTS		
Term/Concept	**Definition in Appendix B on Page:**	**Explanation on Page:**
Money Laundering Organization (MLO)	99	6
Dismantled	94	12
Disrupted	94	12
Operational Scope	100	11
International MLO	98	11
Multi-State MLO	99	11
Local MLO	99	11

MLOs Disrupted and Dismantled as Percent of all MLOs Under Investigation

This table is identical to Core Table 2 except that it includes data only on money laundering organizations. The table displays: (1) the number of MLOs identified; (2) the total number that were under investigation according to their operational scope; (3) the number of MLOs that were disrupted or dismantled, according to their operational scope; and (4) the percent of organizations under investigation that were disrupted or dismantled, in total and according to their operational scope. This table is a workload table and does not contain a performance expectation.

MLOs Disrupted or Dismantled by All HIDTAs as a Percent of all MLOs Open			
	2017	**2018**	**2019**
Identified	**1,316**	**1,083**	**1,064**
Open			
International	880	703	702
Multi-State	178	145	133
Local	256	228	221
Total Open	**1,314**	**1,076**	**1,056**
Distrupted or Dismantled			
International	93	86	95
Multi-State	44	48	35
Local	34	65	39
Total Disrupted or Dismantled	**171**	**199**	**169**
Disrupted or Dismantled as a Percentage of those Open			
International	11%	12%	14%
Multi-State	25%	33%	26%
Local	13%	29%	18%
Percentage based on the Total Disrupted or Dismantled vs. Total Open	**13%**	**18%**	**16%**
			As of 8/10/2020

KEY TERMS AND CONCEPTS		
Term/Concept	**Definition in Appendix B on Page:**	**Explanation on Page:**
Identified	97	N/A
Open ***[For this table only means "MLO Under Investigation]***	N/A	N/A
Money Laundering Organization (MLO)	99	6
Dismantled	94	12
Disrupted	94	12
Operational Scope	100	11
International MLO	98	11
Multi-State MLO	99	11
Local MLO	99	11

Prosecution Activities

This Threat Specific Table has two parts. The first part displays: the number of individuals that were indicted (or referred for prosecution), the number prosecuted, and number convicted by HIDTA-funded prosecutors, compares that number to the number of each that was expected that year; and calculates the percentage of the expected that was accomplished. The second part displays the number of search warrants, wiretap orders, and other court orders that HIDTA-funded prosecutors reviewed during the year; compares that number to the number of each that was expected that year; and calculates the percentage of the expected that was accomplished.

If a HIDTA funds a Prosecution Initiative, the HIDTA must explain any variance greater than plus/minus 15% from the "expected" number shown in the table in the HIDTA's Management and Coordination IDBP.

Prosecution Activities by All HIDTAs			
	2017	2018	2019
Number of Indictments			
Expected	10,254	10,750	10,938
Number of Indictments	12,728	13,274	13,341
Actual as Percentage of Expected	**124%**	**123%**	**122%**
Individuals Prosecuted			
Expected	13,506	14,087	13,989
Individuals Prosecuted	15,147	16,505	15,653
Actual as Percentage of Expected	**112%**	**117%**	**112%**
Individuals Convicted			
Expected	9,087	9,328	9,077
Individuals Convicted	9,153	10,128	9,783
Actual as Percentage of Expected	**101%**	**109%**	**108%**
			As of 8/10/2020

Optional Prosecution Data by All HIDTAs			
	2017	2018	2019
Search Warrants Reviewed			
Expected	3,748	4,211	5,377
Search Warrants Reviewed	7,251	6,110	7,476
Actual as Percentage of Expected	**193%**	**145%**	**139%**
Wiretap Orders Reviewed			
Expected	642	643	749
Wiretap Orders Reviewed	979	967	747
Actual as Percentage of Expected	**152%**	**150%**	**100%**
Court Orders Reviewed			
Expected	1,296	1,180	1,827
Court Orders Reviewed	3,310	3,088	2,337
Actual as Percentage of Expected	**255%**	**262%**	**128%**
			As of 8/10/2020

KEY TERMS AND CONCEPTS		
Term/Concept	**Definition in Appendix B on Page:**	**Explanation on Page:**
Indictment	97	N/A
Individuals Referred for Prosecution	98	N/A
Individuals Prosecuted	97	N/A
Individuals Convicted	97	N/A
Search Warrants	103	N/A
Wiretap Orders	105	N/A
Court Orders	93	N/A

Fugitive Apprehensions

This Threat Specific Table can be used by HIDTAs to report the number of fugitives that are apprehended by HIDTA initiatives. The table displays the number of fugitives the HIDTA expected to apprehend in the program year, the number they actually apprehended, and the percent of the expected number that was apprehended. Information for this table comes from the data entered in the "Fugitives" tab for HIDTA initiatives.

If a HIDTA funds a Fugitive Initiative, any variance greater than plus/minus 15% from the "expected" number shown ~~in~~ for the table must be explained in the HIDTA's Management and Coordination IDBP.

Fugitives Apprehended by All HIDTAs			
	2017	**2018**	**2019**
Apprehensions			
Expected	49,291	47,878	40,975
Apprehensions	47,098	51,340	43,553
Apprehensions with Drug Charges	13,043	14,051	11,570
Actual as Percentage of Expected	**96%**	**107%**	**106%**
Apprehensions with Drug Charges as Percentage of Apprehensions	28%	27%	27%
			As of 8/10/2020

KEY TERMS AND CONCEPTS		
Term/Concept	**Definition in Appendix B on Page:**	**Explanation on Page:**
Apprehension	91	N/A
Fugitive	96	N/A

Criminal Operations Activity

This Threat Specific Table can be used to report on investigative activity associated with investigations of individuals and groups that do not meet the definition of a drug trafficking organization or a money laundering organization. The information about the criminal operations that appears in this table is based on data entered in the "DTO/MLO/CO" tab for HIDTA initiatives.

There is no specific performance expectation in the Strategy related to this table.

Criminal Operations Activity Dismantled or Disrupted by All HIDTAs			
	2017	**2018**	**2019**
Under Investigation	1,897	1,956	1,721
Dismantled or Disrupted	1,196	1,344	1,024
Dismantled or Disrupted as a Percentage of Under Investigation	**63%**	**69%**	**60%**
			As of 8/10/2020

KEY TERMS AND CONCEPTS		
Term/Concept	**Definition in Appendix B on Page:**	**Explanation on Page:**
Criminal Operations	93	7

Clandestine Lab Activities

This Threat Specific Table can be used to report on investigative activity associated with investigations of clandestine methamphetamine operations that do not involve the dismantlement of a laboratory. The information for this table comes from data entered in an initiative's "Clandestine Labs" screen.

There is no specific performance expectation in the Strategy related to this table.

Clandestine Lab Activities by All HIDTAs			
	2017	2018	2019
Laboratory Dump Sites Seized			
Actual	244	118	78
Chemical/Glassware Equipment Seizures			
Actual	238	96	70
Children Affected			
Actual	196	102	59
			As of 8/10/2020

KEY TERMS AND CONCEPTS		
Term/Concept	**Definition in Appendix B on Page:**	**Explanation on Page:**
Laboratory Dump Sites	98	N/A
Chemical/Glassware Equipment Seizures	92	N/A
Children Affected	92	N/A

Other Clandestine Laboratories Dismantled

This Threat Specific Table can be used to report on the dismantlement of clandestine laboratories other than those that produce methamphetamine. The information for this table comes from data entered in the initiatives' "Clandestine Labs" screens.

Two types of Other Clandestine Laboratories are identified – Production and Conversion labs. In addition, the product of each lab and the lab capacity for a single "cook" must be entered.

There is no specific performance expectation related to this table.

Other Clandestine Laboratories Dismantled by All HIDTAs in the year 2019

	Capacity					
End Product	**2 oz. or Less**	**3 - 9 oz.**	**10 - 31 oz.**	**32 - 159 oz.**	**More than 10 lbs**	**Total**
Production Laboratories						
Diazepam	0	0	0	1	0	1
DMT N,N-Dimethyltryptamine	1	2	0	5	3	11
Fentanyl	0	1	0	0	1	2
GHB	0	1	0	0	0	1
MDMA (Ecstasy)	2	0	1	0	0	3
OxyContin	1	0	0	0	0	1
Steroids	1	0	0	0	2	3
Conversion Laboratories						
Cannabis Oil Extraction (e.g. honey oils, wax)	58	19	18	38	65	198
Counterfeit Pill Manufacturing	1	0	1	1	2	5
Crack	1	0	0	0	0	1
Ice	2	0	1	3	12	18
Methamphetamine HCl	1	0	0	0	0	1

As of 8/10/2020

KEY TERMS AND CONCEPTS		
Term/Concept	**Definition in Appendix B on Page:**	**Explanation on Page:**
Clandestine Lab	92	20
Conversion Lab	93	20
Production Lab	102	20

Other Law Enforcement Outputs

This Threat Specific Table displays the number of arrests made by the HIDTA's initiatives, the number of firearms seize, the number of vaping cartridges seized, and the number of wiretaps (lines) carried out during the reporting year.

There is no specific performance expectation in the Strategy related to this table.

Other Law Enforcement Outputs by All HIDTAs

	2017	2018	2019
Arrests	93,184	99,476	79,435
Firearms Seized	19,314	21,427	19,402
Vaping Cartridges Seized	0	0	47,496
Wiretaps (Lines)	3,419	3,315	2,229

As of 1/6/2020

KEY TERMS AND CONCEPTS		
Term/Concept	**Definition in Appendix B on Page:**	**Explanation on Page:**
Arrests	91	18
Wiretaps (Lines)	105	18
Vaping Cartridges	104	19
Firearms	96	18

Appendix B - PMP Reports

(New Appendix)

Annual Review Report

The Annual Review Report is designed to be generated after all actual outputs have been entered into PMP. The report compares the total annual outputs for 11 measures to the expected number of outputs established in the HIDTA's budget submission for that year. If the actual outputs are outside the selected threshold range compared to the expected outputs, the report flags those outputs for further review.

The user simply selects the year to be reviewed and the threshold to be used and generates the report. The report defaults to a plus/minus 15% threshold to compare actual and expected outputs.

The report that is generated is a PDF file that the user can copy and distribute if so desired.

FY 2019 ANNUAL REVIEW REPORT

HIDTA: **Washington/Baltimore HIDTA**

GOAL 1				
Performance Measure	**Expected**	**Actual**	**Pct.**	**Review Needed?**
DTO/MLO Disrupted/Dismantled	134	151	113%	No
ROI for Drugs Removed	$3.44	$7.06	205%	Yes, above range
ROI for Assets Seized	$1.87	$1.74	93%	No
ROI for Drugs and Assets	$5.31	$8.80	166%	Yes, above range

GOAL 2				
Performance Measure	**Expected**	**Actual**	**Pct.**	**Review Needed?**
Students Trained	1,175	3,281	279%	Yes, above range
Pct Reporting Improved KSAs	85%	95%	112%	No
Pct Applying Course Materials	85%	83%	98%	No
Pct New DTOs Deconflicted	100%	100%	100%	No
Analytical Support Provided	255	340	133%	Yes, above range
Pct Reporting Case Support Useful	85%	81%	95%	No
Pct Reporting Intelligence Products Useful	85%	100%	118%	Yes, above range

Strategy Review

The Strategy Review Report is designed to be generated after all expected outputs have been entered into PMP. The report compares the expected accomplishments for a program year with the average accomplishments of the three prior years. If the expected outputs for the year are outside the selected threshold range compared to the average expected outputs for the three prior years, the report flags those outputs for further review.

The user simply selects the year to be reviewed and the threshold to be used and generates the report. The report defaults to a plus/minus 15% threshold to compare expected outputs to the three-year average.

The report that is generated is a PDF file that the user can copy and distribute if so desired.

FY 2021 STRATEGY REVIEW

HIDTA: **Washington/Baltimore HIDTA**

GOAL 1							
Performance Measure	**2017**	**2018**	**2019**	**2017 - 2019 Average**	**2021 Expected**	**Exp/Avg Pct**	**Review Needed?**
DTO/MLO Disrupted/Dismantled	146	127	151	141	137	97%	No
ROI for Drugs Removed	$3.78	$2.86	$7.06	$4.58	$3.00	66%	Yes, below
ROI for Assets Seized	$2.09	$1.45	$1.74	$1.75	$1.90	108%	No
ROI for Drugs and Assets	$5.87	$4.31	$8.80	$6.33	$4.90	77%	Yes, below

GOAL 2							
Performance Measure	**2017**	**2018**	**2019**	**2017 - 2019 Average**	**2021 Expected**	**Exp/Avg Pct**	**Review Needed?**
Students Trained	781	2,060	3,281	2,041	2,040	100%	No
Analytical Support	280	358	340	326	304	93%	No

Core Outputs

The Core Outputs Report shows all outputs that are included in the Core Tables (DTO/MLO disruptions and dismantlements, seizures by type of drug, asset seizures, meth lab dismantlements, case support, etc.) for the prior three years. The user simply selects the year to be reviewed and generates the report. The user can generate the report for all initiatives in a HIDTA or limit it to specific initiatives.

The report that is generated is a PDF file that the user can copy and distribute if so desired.

2021 CORE OUTPUTS

HIDTA: **Washington/Baltimore HIDTA**

INITIATIVE TITLE: All Initiatives

PAST PERFORMANCE VS 2021 EXPECTED DTO-RELATED OUTPUTS AND OUTCOMES						
Outputs	2018 Actual DTOs Dismantled/ Disrupted	2019 Actual DTOs Dismantled/ Disrupted	2020 Actual DTOs Dismantled/ Disrupted	2021 DTOs To Be Dismantled/ Disrupted	Expected VS Average	
					2018 - 2020 Average	Diff
Drug Trafficking Organizations						
International DTOs	16	13	0		10	
Multi-State DTOs	61	68	11		47	
Local DTOs	44	63	6		38	
TOTAL	121	144	17	131	94	37
Money Laundering Organizations						
International MLOs	1	2	0		1	
Multi-State MLOs	3	4	1		3	
Local MLOs	2	1	0		1	
TOTAL	6	7	1	6	5	1
GRAND TOTAL	127	151	18	137	99	38

PAST PERFORMANCE OF DRUG SEIZURES				
Drug Seizures (Units)	2018 - 2020 Average	2018 Actual	2019 Actual	2020 Actual
Alprazolam (kg)	5.9520	16.5914	1.2647	0
Alprazolam (DU)	10875.6667	22202.0000	8425.0000	2000.0000

Other Outputs

The Other Outputs Report displays the Other Law Enforcement Outputs and any outputs used for Treatment and Prevention initiatives.

The user selects the year and can generate the report for all Other Outputs for all initiatives in a HIDTA or limit the report to specific initiatives or outputs.

The report that is generated is a PDF file that the user can copy and distribute if so desired.

2021 OTHER OUTPUTS REPORT

HIDTA: Washington/Baltimore HIDTA
Initiative Title: All Initiatives

Other Outputs	Expected Quantity	Actual Quantity by Quarter				Total
		1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	
Arrests	0	461	479	386	266	1592
Firearms Seized	0	283	224	292	160	959
Number of Clients Assessed	727	167	170	143	159	1366
Number of Clients Treated	727	135	136	123	134	1255

Initiative Compliance Review

The Initiative Compliance Review Report flags initiatives that are not in compliance with certain ONDCP requirements. The compliance questions addressed are the four questions that were included on the Initiative Description and Budget Proposals that were used prior to the 2021 program year.

Those questions asked about the initiative's compliance with requirements concerning staffing with Federal and state/local personnel, whether full time members are collocated, if the initiative shares information with the ISC, and if training is reported to the NHAC.

The user selects the year and can generate the report for all initiatives in a HIDTA or just specific types (e.g., enforcement) of initiatives.

The report that is generated is a PDF file that the user can copy and distribute if so desired.

FY 2021 INITIATIVE COMPLIANCE REVIEW

HIDTA: Washington/Baltimore HIDTA

Initiative	Type	Staffed with Fed and State/Local	Fulltime Members Co-Located	Info Provided to ISC	Training Reported to NHAC
Badges for Baseball	Support	N/A	N/A	N/A	N/A
- Baltimore Badges for Baseball	Support	No	No	N/A	N/A
- Richmond Badges for Baseball	Support	No	No	N/A	N/A
- Roanoke Prevention Initiative	Support	No	No	N/A	N/A
Baltimore Metropolitan Initiative	Law Enforcement	N/A	N/A	Unanswered	N/A
- Baltimore Metropolitan Initiative - DSPII	Law Enforcement	No	Yes	Yes	N/A
- Baltimore Metropolitan Initiative - MTI	Law Enforcement	Yes	Yes	Yes	N/A
Southern Maryland Drug and Interdiction Initiative	Law Enforcement	N/A	N/A	Unanswered	N/A
- Southern Maryland Drug and Interdiction Initiaitve - SMII	Law Enforcement	No	Yes	Yes	N/A
- Southern Maryland Drug and Interdiction Initiative - SMDI	Law Enforcement	Yes	Yes	Yes	N/A
Washington Baltimore HIDTA Management	Management	N/A	N/A	N/A	N/A
- Management Coordination	Management	No	Yes	N/A	N/A
- Management Coordination - Prevention	Management	No	No	N/A	N/A
- Management Coordination - Treatment	Management	No	No	N/A	N/A
Washington Baltimore HIDTA Resource	Support	N/A	N/A	N/A	N/A
- Resource Initiative	Support	No	No	N/A	N/A

Initiative Description Budget Proposal (IDBP)

See IDBP User Guide.

Progress Review

The Progress Review report is intended to provide a comparison of Expected Accomplishments established for the HIDTA to its Actual Accomplishments on the date the report is generated.

There are no options for the user to exercise. The report defaults to the current year and displays the total outputs for all initiatives.

The report that is generated is a PDF file that the user can copy and distribute if so desired.

PROGRESS REVIEW

HIDTA: **Washington/Baltimore HIDTA**

As of 5/21/2020

GOAL 1: Disrupt and Dismantle DTOs/MLOs							
		Actual to Date					
Performance Measure	**Exp**	**Qtr 1**	**Qtr 2**	**Qtr 3**	**Qtr 4**	**Total**	**Percent of Expected**
DTO/MLO Disrupted/Dismantled	139	16	3	0	0	19	14%
ROI for Drugs Removed	$3.00	$0.60	$0.08	$0.00	$0.00	$0.67	22%
ROI for Assets Seized	$1.90	$0.29	$0.26	$0.00	$0.00	$0.55	29%
ROI for Drugs and Assets	$4.90	$0.89	$0.34	$0.00	$0.00	$1.22	25%

GOAL 2: Improve the Effectiveness and Efficiency of Initiatives							
		Actual to Date					
Performance Measure	**Exp**	**Qtr 1**	**Qtr 2**	**Qtr 3**	**Qtr 4**	**Total**	**Percent of Expected**
Students Trained	1,226	461	75	0	0	536	44%
Analytical Support	259	96	1	0	0	97	37%

Percent of the Year Completed	**39%**

HIDTA DHE Report

The HIDTA DHE Report shows a HIDTA's accomplishments attributed to Domestic Highway Enforcement activities. Among those activities are DTOs disrupted or dismantled, drugs and assets seized, and Other Law Enforcement Outputs, including Controlled Deliveries and Number of Operations.

The user selects the year and can generate the report for all HIDTAs or a specific HIDTA.

The report that is generated is a PDF file that the user can copy and distribute if so desired. The image below is the first page of a three-page report.

FY 2019 DOMESTIC HIGHWAY ENFORCEMENT OUTPUTS

HIDTA: **SWB - South Texas Region**

DHE DTO-Related Outputs			
Outputs	**2019 Indentified**	**2019 Dismantled**	**2019 Disrupted**
Drug Trafficking Organizations			
International DTOs	3	1	2
Multi-State DTOs	1	0	1
Local DTOs	0	0	0
TOTAL	4	1	3
Money Laundering Organizations			
International MLOs	0	0	0
Multi-State MLOs	0	0	0
Local MLOs	1	0	0
TOTAL	1	0	0
GRAND TOTAL	5	1	3

Initiative Expected Accomplishments

The Initiative Expected Accomplishments report displays selected Expected Accomplishments for law enforcement initiatives. Those Expected Accomplishments include the number of DTOs/MLOs identified, under investigation, and expected to be disrupted/dismantled and the number of cases expected to receive analytical support.

The user selects the year and can generate the report for all initiatives in a specific HIDTA.

The report that is generated is a PDF file that the user can copy and distribute if so desired.

The image below is the first page of a three-page report.

FY 2020 INITIATIVE EXPECTED ACCOMPLISHMENTS

HIDTA: **Washington/Baltimore HIDTA**

Initiative	DTOs/MLOs Identified	DTOs/MLOs Under Investigation	DTOs/MLOs Expected to be D/D	Expected Analytical Support
Baltimore Metropolitan Initiative	26	26	3	0
- Baltimore Metropolitan Initiative - DSPII	0	0	0	0
- Baltimore Metropolitan Initiative - MTI	26	26	3	0
Southern Maryland Drug and Interdiction Initiative	2	2	4	5
- Southern Maryland Drug and Interdiction Initiaitve - SMII	0	0	0	0
- Southern Maryland Drug and Interdiction Initiative - SMDI	2	2	4	5
Dorchester County Drug Initiative	0	0	2	6
Worcester County Drug Initiative	2	2	3	5
Baltimore DEA Heroin	15	15	4	5
Baltimore Seaport	1	1	3	11
Baltimore Special Investigations Group	7	7	10	0
Berkeley and Jefferson County Drug Initiative	10	10	8	2
Capital Area Regional Fugitive Task Force	0	0	0	0
Carroll County Drug Initiative	1	1	2	0
Cecil County Drug Initiative	1	1	3	5
Charles County Drug Initiative	0	0	2	5

Participants Report

The Participants Report displays the number of individuals participating in a HIDTA. The report identifies each agency that contributes staff to the HIDTA, identifies the type of agency (i.e., Federal, state, or local), the number of positions involved, and the number of those positions that are full time. The report also provides a summary of the number of positions by type of agency.

The user selects the program year and can generate the report for all HIDTAs or a specific HIDTA.

The report that is generated can be exported as an Excel file and modified.

Note: The number of initiatives shown in the summary section is the total number of initiatives in the HIDTA and not necessarily the number of initiatives for that type agency.

The image below is the first page of an approximately five-page report.

HIDTA	Initiative Count		Number of Agencies	Participants	Fulltime	Program Year
Washington/Baltimore HIDTA	71	Local	103	389	366	2020
Washington/Baltimore HIDTA	71	State	21	168	164	2020
Washington/Baltimore HIDTA	71	Federal	19	386	364	2020
Total:	71		143	943	894	
HIDTA		Agency Name		Participants	Fulltime	Program Year
Washington/Baltimore HIDTA	Local	Aberdeen Police Department		1	1	2020
Washington/Baltimore HIDTA	Local	Alexandria Police Department		4	3	2020
Washington/Baltimore HIDTA	Local	Alexandria Sheriffs Office		1	1	2020
Washington/Baltimore HIDTA	Local	Annapolis Police Department		1	1	2020
Washington/Baltimore HIDTA	Local	Anne Arundel County Police Department		4	4	2020
Washington/Baltimore HIDTA	Local	Arlington County Detention Facility		1	0	2020
Washington/Baltimore HIDTA	Local	Arlington County Police Department		3	3	2020
Washington/Baltimore HIDTA	Local	Baltimore City Police Department		52	52	2020
Washington/Baltimore HIDTA	Local	Baltimore City Sheriffs Office		2	2	2020
Washington/Baltimore HIDTA	Local	Baltimore County Police Department		13	13	2020
Washington/Baltimore HIDTA	Local	Baltimore States Attorneys Office		2	2	2020
Washington/Baltimore HIDTA	Local	Baltimore Substance Abuse Systems		1	0	2020
Washington/Baltimore HIDTA	Local	Bel Air Police Department		1	1	2020

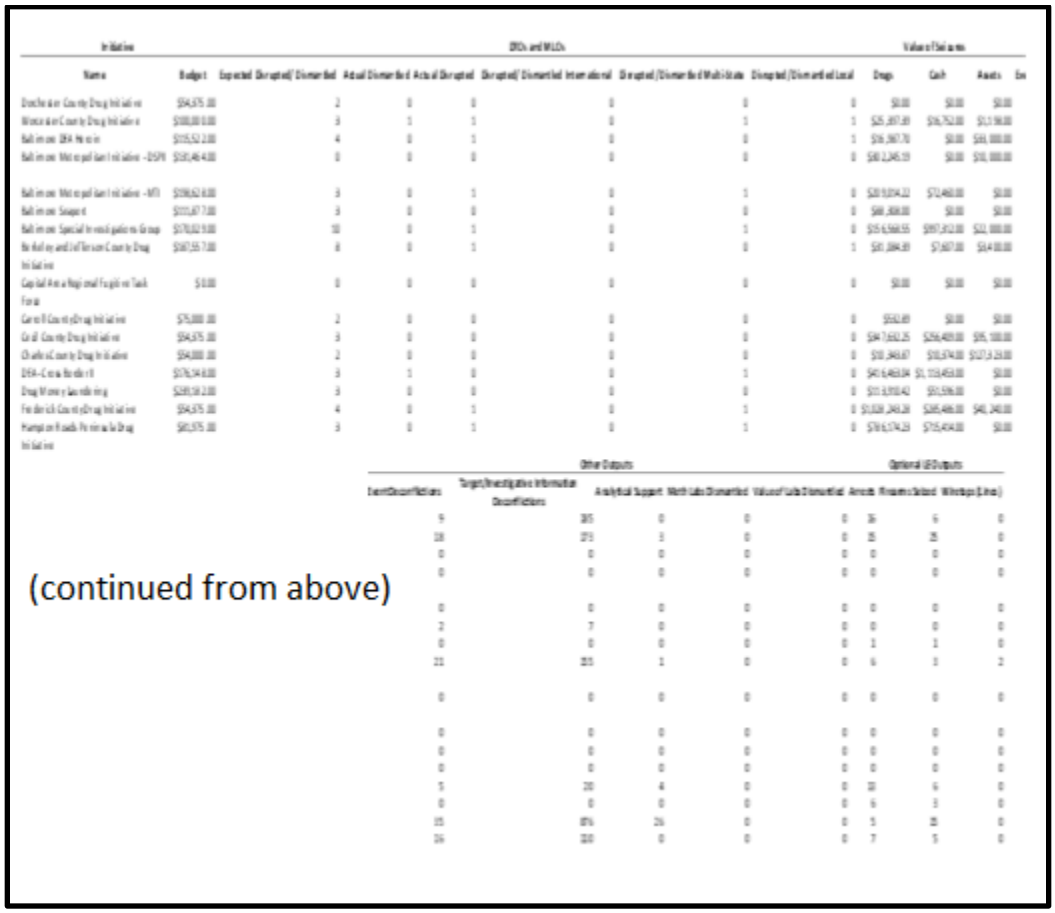
Initiative Outputs Report

The Initiative Outputs Report displays selected law Enforcement Initiative outputs for the current year. Those outputs include disruptions and dismantlements by operational scope of the organization, values of drug, cash, and asset seizures, the number of event and DTO/MLO deconflictions, cases supported, methamphetamine labs dismantled, arrests, firearms seized, and wiretaps executed.

The user selects the program year and the specific HIDTA to be included in the report.

The report that is generated can be exported as an Excel file and modified.

The image below is the first page of an approximately two-page report.



Initiative					DTOs and MLOs					Value of Seizures			
Name	Budget	Expected	Disrupted/ Dismantled	Actual Dismantled	Actual Disrupted	Disrupted/ Dismantled	International	Disrupted/Dismantled	Multi-State	Disrupted/Dismantled	Local	Drugs	Cash	Assets	Ex
Dorchester County Drug Initiative	$54,375.00		2	0	0		0		0		0	$0.00	$0.00	$0.00	
Worcester County Drug Initiative	$100,000.00		3	1	1		0		1		1	$25,397.89	$16,752.00	$1,198.00	
Baltimore DEA Heroin	$115,522.00		4	0	1		0		0		1	$16,967.70	$0.00	$66,000.00	
Baltimore Metropolitan Initiative - DSPI	$131,464.00		0	0	0		0		0		0	$802,245.19	$0.00	$10,000.00	
Baltimore Metropolitan Initiative - MTI	$198,628.00		3	0	1		0		1		0	$209,014.22	$72,460.00	$0.00	
Baltimore Seaport	$111,877.00		3	0	0		0		0		0	$68,308.00	$0.00	$0.00	
Baltimore Special Investigations Group	$170,029.00		10	0	1		0		1		0	$156,568.55	$997,312.00	$22,000.00	
Berkeley and Jefferson County Drug Initiative	$167,557.00		8	0	1		0		0		1	$81,084.89	$7,607.00	$64,400.00	
Capital Area Regional Fugitive Task Force	$0.00		0	0	0		0		0		0	$0.00	$0.00	$0.00	
Carroll County Drug Initiative	$75,000.00		2	0	0		0		0		0	$532.69	$0.00	$0.00	
Cecil County Drug Initiative	$54,375.00		3	0	0		0		0		0	$347,632.25	$256,409.00	$95,100.00	
Charles County Drug Initiative	$54,000.00		2	0	0		0		0		0	$10,348.67	$10,374.00	$127,323.00	
DEA-Cross Border II	$176,148.00		3	1	0		0		1		0	$416,463.04	$1,113,453.00	$0.00	
Drug Money Laundering	$239,182.00		3	0	0		0		0		0	$113,910.42	$31,596.00	$0.00	
Frederick County Drug Initiative	$54,375.00		4	0	1		0		1		0	$1,028,248.28	$285,486.00	$40,240.00	
Hampton Roads Peninsula Drug Initiative	$81,375.00		3	0	1		0		1		0	$766,174.23	$715,414.00	$0.00	

(continued from above)

Other Outputs					Optional LE Outputs		
Event Deconflictions	Target/Investigative Information Deconflictions	Analytical Support	Meth Labs Dismantled	Value of Labs Dismantled	Arrests	Firearms Seized	Wiretaps (Lines)
9	185	0	0	0	16	6	0
18	173	3	0	0	25	25	0
0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0
2	7	0	0	0	0	0	0
0	0	0	0	0	1	1	0
21	115	1	0	0	6	3	2
0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0
5	20	4	0	0	12	6	0
0	0	0	0	0	6	3	0
35	876	26	0	0	5	25	0
16	120	0	0	0	7	5	0

Resources Workloads Report

The Resources Workloads Report displays the resources (funding and staffing) available to a law enforcement initiative and the initiative's workload (DTOs/MLOs under investigation) at the beginning of a year and the initiative's accomplishments (disruptions/dismantlements and the value of drugs and assets seized) during the year.

The user selects the program year and the specific HIDTA to be included in the report.

The report that is generated can be exported as an Excel file and modified.

The image below is the first page of an approximately two-page report.

Resources and Workloads (at Start of Year)

Initiative	Year	Approved Budget	Initiative Participants				DTOs/MLOs Under Investigation									Targets and Accomplishments				
			Total	Fulltime	Part-time	Total	International	Multi-State	Local	CPOT	RPOT	OCDETF	PTO	DTO/MLO Exp	D/D	DTO/MLO Act	D/D Pct of Target		Value of Drugs Seized	Value of Assets Seized
Dorchester County Drug Initiative	2020	$54,375.00	7	7	0	0	0	0	0	0	0	0	0	2		0	0%		$0.00	$0.00
Worcester County Drug Initiative	2020	$100,000.00	12	10	2	3	0	1	2	0	0	0	0	3		3	100%		$34,558.08	$52,691.00
Baltimore DEA Heroin	2020	$115,522.00	12	12	0	13	5	1	7	0	0	1	0	4		4	100%		$16,987.70	$215,191.00
Baltimore Metropolitan Initiative - DSPII	2020	$131,464.00	7	7	0	0	0	0	0	0	0	0	0	0		0	N/A		$404,121.14	$10,000.00
Baltimore Metropolitan Initiative - MTI	2020	$198,628.00	16	15	1	28	7	18	3	0	0	7	2	3		1	33%		$942,778.83	$189,121.00
Baltimore Seaport	2020	$111,877.00	22	19	3	24	19	4	1	0	1	1	0	3		0	0%		$88,308.00	$0.00
Baltimore Special Investigations Group	2020	$170,029.00	13	13	0	8	0	5	3	0	0	6	0	10		1	10%		$156,568.55	$1,019,312.00
Berkeley and Jefferson County Drug Initiative	2020	$187,557.00	26	25	1	12	0	10	2	0	0	1	0	8		2	25%		$45,866.32	$101,055.00
Capital Area Regional Fugitive Task Force	2020	$0.00	167	167	0	0	0	0	0	0	0	0	0	0		0	N/A		$0.00	$0.00
Carroll County Drug Initiative	2020	$75,000.00	14	14	0	4	0	1	3	0	0	0	0	2		0	0%		$21,369.21	$41,868.00
Cecil County Drug Initiative	2020	$54,375.00	20	20	0	2	0	2	0	0	0	0	0	3		0	0%		$940,351.80	$684,290.00
Charles County Drug Initiative	2020	$54,000.00	17	15	2	0	0	0	0	0	0	0	0	2		0	0%		$37,485.41	$166,343.00
DEA - Cross Border II	2020	$176,148.00	13	13	0	19	1	15	3	0	0	3	5	3		1	33%		$416,463.04	$1,113,453.00
Drug Money Laundering	2020	$239,182.00	24	24	0	11	10	0	1	0	0	0	0	3		0	0%		$2,334,160.09	$56,756.00
Frederick County Drug Initiative	2020	$54,375.00	31	31	0	4	0	4	0	0	0	0	0	4		1	25%		$1,084,589.15	$328,276.00
Hampton Roads Peninsula Drug Initiative	2020	$81,975.00	18	13	5	11	2	9	0	0	0	0	0	3		1	33%		$789,130.04	$501,414.00
Hampton Roads Regional Drug Initiative	2020	$164,375.00	25	25	0	26	5	17	4	0	0	0	1	5		0	0%		$236,139.77	$0.00

Initiative Report by Calendar Year

The Initiative Report by Calendar Year was developed to aid in the review of Law Enforcement Initiatives during a program year. The report displays the approved budget, the number of new cases, the number of DTOs/MLOs disrupted or dismantled and the number of disruptions and dismantlements expected. The report also displays the quantities of three drugs seized and the value of assets seized during the year and the "target" (actually three-year annual average) quantities of those drugs and the three-year annual average of assets seized.

The user selects the program year, the specific HIDTA, and the three drugs or drug groups to be included in the report. If no specific drug or drug group is specified, the report defaults to heroin, cocaine/crack, and marijuana.

NOTE: The "target" and actual quantities of drugs seized displays the total of kilograms, dosage units, and liters for each drug/drug group.

The report that is generated can be exported as an Excel file and modified.

The image below is the first page of an approximately two-page report.

					Progress Towards Meeting Other Major Calendar Year 2020 Targets							
					Heroin		Cocaine & Crack		Marijuana		Assets Seized	
Initiative	Approved Budget	New Cases	Exp DTOs/MLOs D/D	DTOs/MLOs D/D	Target	Actual	Target	Actual	Target	Actual	Target	Actual
Dorchester County Drug Initiative	$54,375.00	23	2	0	1.82	0	2.66	0	9.47	0	$174,607.10	$0.00
Worcester County Drug Initiative	$100,000.00	27	3	2	0.27	0.18	0.05	0.03	2.34	0.64	$4,612.00	$17,950.00
Baltimore DEA Heroin	$115,522.00	0	4	1	8.02	0	2.2	0.01	2.19	1.31	$3,028,218.04	$33,000.00
Baltimore Metropolitan Initiative - DSPII	$131,464.00	0	0	0	0.85	0	15.73	7.7	303.96	15.33	$79,880.00	$10,000.00
Baltimore Metropolitan Initiative - MTI	$198,628.00	0	3	1	10.7	0	73.16	6.93	202.52	0.97	$1,558,708.05	$72,460.00
Baltimore Seaport	$111,877.00	0	3	0	6.51	0	59.99	3	183.08	0	$1,474,239.44	$0.00
Baltimore Special Investigations Group	$170,029.00	0	10	1	5.06	2.43	7.24	0.22	15.06	0	$1,059,637.76	$1,019,312.00
Berkeley and Jefferson County Drug Initiative	$187,557.00	9	8	1	1.8	0.2	5.67	0.18	9.37	0.19	$220,192.71	$11,007.00
Capital Area Regional Fugitive Task Force	$0.00	0	0	0	0	0	0	0	0	0	$0.00	$0.00
Carroll County Drug Initiative	$75,000.00	0	2	0	0.54	0	1.19	0.01	35.73	0.03	$122,161.68	$0.00

Initiative Summary

The Initiative Summary Report was developed to aid in the review of a specific Law Enforcement Initiative during the budget and performance review of that initiative.

The report displays the approved budget, the number of DTOs/MLOs disrupted or dismantled. the quantities of four drugs seized, value of assets seized, arrests and other enforcement-related outputs. The report also displays the expected number or three-year annual average of those same outputs.

The user selects the program year, the specific HIDTA, the initiative, and the unit of measure (i.e., kilograms, dosage units, or liters) for the four drugs to be displayed.

NOTE: The report permits the user to select non-enforcement initiatives to display but the report format does not match the data available for such initiatives.

The report that is generated can be exported as an Excel file and modified.

2020 Initiative Summary			
Initiative: Hampton Roads Peninsula Drug Initiative		**Initiative Type: Law Enforcement**	
Location: Hampton, VA		**Budget: $81,975.00**	
Supervising Agency: Immigration and Customs Enforcement - HSI			
Comments:			
2020 Expected Outputs OR 3 Year Average		**2020 Actual Outputs # / %**	
3	DTOs Dismantled/Disrupted	1	33%
$2,654,204.40	Assets Seized	$715,414.00	27%
45.67	Arrests	7	15%
23	Firearms Seized	5	22%
0	Vaping Cartridges Seized (Qty Only)	0	N/A
14.67	Wiretaps (Lines)	0	0%
	Drugs Seized	**# / %**	
23.04kg	Cocaine	14.80kg	64%
10.43kg	Heroin	4.90kg	47%
9.80kg	Fentanyl	1.40kg	14%
0.29kg	MDMA	0.56kg	195%
2020 DTOs & MLOs	**Dismantled**	**Disrupted**	
Number of International	0	0	
Number of Multi-State	0	1	
Number of Local	0	0	
Total	0	1	
Of Above, # of MLOs	0	0	
Event Deconflictions	16		
Case Explorer Cases Opened		**Title 3's Conducted**	
Expected: 18 Actual: 4		0	

HIDTA Program Outputs

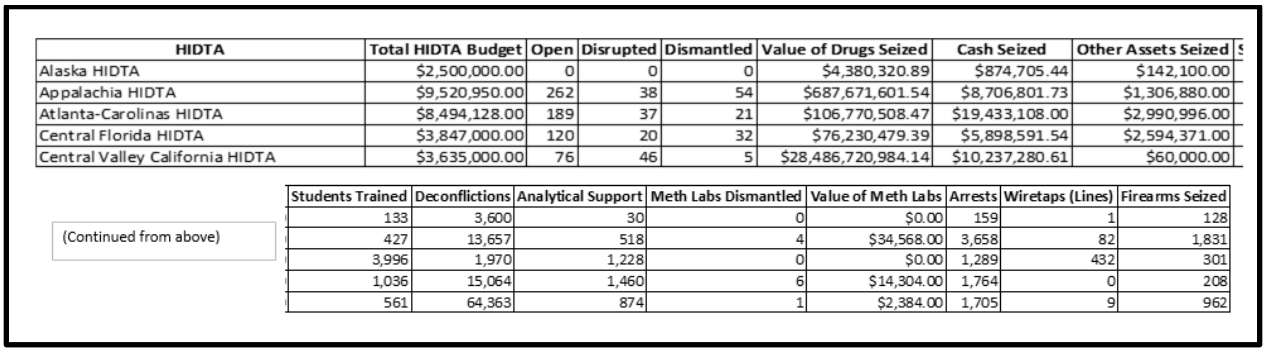
The HIDTA Program Outputs report was developed to provide a summary of key outputs for individual HIDTAs and the HIDTA Program as a whole.

The report displays the approved budget; the number of DTOs/MLOs disrupted or dismantled; the values of drug, cash, and assets seized; and the number of students trained, deconflictions, cases provided analytical supported, meth labs dismantled, arrests, and firearms and wiretaps seized.

The only selection to be made by the user is the program year

The report that is generated can be exported as an Excel file and modified.

The image below is the first page of an approximately two-page report.



HIDTA	Total HIDTA Budget	Open	Disrupted	Dismantled	Value of Drugs Seized	Cash Seized	Other Assets Seized	S
Alaska HIDTA	$2,500,000.00	0	0	0	$4,380,320.89	$874,705.44	$142,100.00	
Appalachia HIDTA	$9,520,950.00	262	38	54	$687,671,601.54	$8,706,801.73	$1,306,880.00	
Atlanta-Carolinas HIDTA	$8,494,128.00	189	37	21	$106,770,508.47	$19,433,108.00	$2,990,996.00	
Central Florida HIDTA	$3,847,000.00	120	20	32	$76,230,479.39	$5,898,591.54	$2,594,371.00	
Central Valley California HIDTA	$3,635,000.00	76	46	5	$28,486,720,984.14	$10,237,280.61	$60,000.00	

(Continued from above)

Students Trained	Deconflictions	Analytical Support	Meth Labs Dismantled	Value of Meth Labs	Arrests	Wiretaps (Lines)	Firearms Seized
133	3,600	30	0	$0.00	159	1	128
427	13,657	518	4	$34,568.00	3,658	82	1,831
3,996	1,970	1,228	0	$0.00	1,289	432	301
1,036	15,064	1,460	6	$14,304.00	1,764	0	208
561	64,363	874	1	$2,384.00	1,705	9	962

HIDTA Program Performance Goal 1

The HIDTA Program Performance Goal 1 report was developed to provide a summary of progress towards Goal 1 measures for individual HIDTAs and the HIDTA Program as a whole. The report displays the number of expected and actual DTOs/MLOs disrupted or dismantled; the values of drug, cash, and assets seized; the Drug and Assets ROIs, and the number and value of dismantled meth labs.

The only selection to be made by the user is the program year.

The report that is generated can be exported as an Excel file and modified.

The image below is the first page of an approximately two-page report.

	DTOs Disrupted or Dismantled				Seizures and ROI		
HIDTA	Expected	Actual	Total HIDTA Budget	Total Less Treatment/Prevention	Target ROI: Drugs	Actual Drug ROI	Value of Drug Seized
Alaska HIDTA	64	0	$2,500,000.00	$2,500,000.00	$1.89	$1.75	$4,380,320.89
Appalachia HIDTA	138	92	$9,520,950.00	$9,278,535.00	$80.00	$74.11	$687,671,601.54
Atlanta-Carolinas HIDTA	47	58	$8,494,128.00	$8,411,443.00	$15.00	$12.69	$106,770,508.47
Central Florida HIDTA	49	52	$3,847,000.00	$3,847,000.00	$11.68	$19.82	$76,230,479.39
Central Valley California HIDTA	53	51	$3,635,000.00	$3,635,000.00	$1,550.00	$7,836.79	$28,486,720,984.14

(Continued from above)

				Meth Labs Dismantled	
Target ROI: Assets	Actual Assets ROI	Value of Assets Seized	Cash Seized	Number	Value
$0.97	$0.41	$1,016,805.44	$874,705.44	0	$0.00
$1.50	$1.08	$10,013,681.73	$8,706,801.73	4	$34,568.00
$4.00	$2.67	$22,424,104.00	$19,433,108.00	0	$0.00
$2.66	$2.21	$8,492,962.54	$5,898,591.54	6	$14,304.00
$2.20	$2.83	$10,297,280.61	$10,237,280.61	1	$2,384.00

HIDTA Program Performance Goal 2

The HIDTA Program Performance Goal 2 report was developed to provide a summary of progress towards Goal 2 measures for individual HIDTAs and the HIDTA Program as a whole. The report displays the number of expected and actual students trained, deconflictions, cases provided analytical support, and the results of surveys related to training and intelligence related activities by the HIDTA.

The only selection to be made by the user is the program year

The report that is generated can be exported as an Excel file and modified.

The image below is the first page of an approximately two-page report.

	Students Trained				Event Deconflictions	
HIDTA	Expected	Actual	% Improved KSAs	% Applying Course Materials	Expected	Actual
Alaska HIDTA	74	133	N/A	N/A	100	31
Appalachia HIDTA	467	427	99%	98%	4,511	4,562
Atlanta-Carolinas HIDTA	3,425	3,996	96%	91%	3,213	1,018
Central Florida HIDTA	1,113	1,036	93%	84%	1,765	2,310
Central Valley California HIDTA	1,746	561	100%	98%	6,933	663
Chicago HIDTA	1,570	1,511	95%	83%	15,355	7,478
Gulf Coast HIDTA	2,387	1,491	98%	88%	3,733	3,124
Hawaii HIDTA	870	1,142	99%	72%	0	1,370
HIDTA Assistance Center	585	775	95%	93%	0	0
Houston HIDTA	825	883	97%	85%	16,000	15,056
Indiana HIDTA	704	661	94%	88%	1,163	824

(continued from above0

Target / Investigative Information Deconflictions		Analytical Case Support			
Expected	Actual	Expected	Actual	% Support Useful	% Intel Products Useful
3,000	3,569	124	30	N/A	N/A
4,815	9,095	241	518	N/A	N/A
6,261	952	791	1,228	100%	N/A
13,818	12,754	1,749	1,460	100%	100%
34,444	63,700	385	874	100%	N/A
23,239	21,651	1,144	675	N/A	100%
6,355	7,664	264	145	99%	98%
0	4,454	0	22	N/A	100%
0	0	0	0	N/A	N/A
25,901	26,968	511	299	100%	100%
3,035	2,319	3,801	3,912	100%	N/A

Noncompliant HIDTAs

That Noncompliant HIDTAs indicates if a HIDTA has any initiative that has not answered the compliance questions on the Initiative Profile. The Profile does not need to be complete, submitted to ONDCP, or approved, it just needs to have the compliance questions answered.

2021 NON-COMPLIANT HIDTAS

Alaska HIDTA
Arizona HIDTA
Chicago HIDTA
Gulf Coast HIDTA
Hawaii HIDTA
Houston HIDTA
Liberty Mid-Atlantic HIDTA
Michigan HIDTA
Midwest HIDTA
Nevada HIDTA
New Mexico HIDTA
New York/New Jersey HIDTA
North Central HIDTA
Northern California HIDTA
Northwest HIDTA
Ohio HIDTA
Oregon-Idaho HIDTA
San Diego Imperial Valley HIDTA
South Florida HIDTA
South Texas HIDTA
Texoma HIDTA
Washington/Baltimore HIDTA
West Texas HIDTA

Quarterly Progress Report

The Quarterly Progress Report displays information identified by ONDCP as important to their reporting requirements. The information is displayed for the current quarter of the calendar year and for the year-to-date.

The only selection to be made by the user is the program year.

The report that is generated can be exported as an Excel file and modified

The image below is the first page of an approximately two-page report.

	Cocaine (kg)		Heroin (kg)		Fentanyl (kg)		Marijuana (kg)		Meth/ICE (kg)	
HIDTA	Current Quarter	Total to Date	Current Quarter	Total to Date	Current Quarter	Total to Date	Current Quarter	Total to Date	Current Quarter	Total to Date
HIDTA Program	8606.0000	42532.000	5735.0000	72478.0000	775.0000	4402.0000	13950.000	43276.0000	1736.0000	5952.0000
Alaska HIDTA	260.0000	1372.000	185.0000	2338.0000	25.0000	142.0000	450.000	1396.0000	56.0000	192.0000
Appalachia HIDTA	260.0000	1372.000	185.0000	2338.0000	25.0000	142.0000	450.000	1396.0000	56.0000	192.0000
Atlanta-Carolinas HIDTA	260.0000	1372.000	185.0000	2338.0000	25.0000	142.0000	450.000	1396.0000	56.0000	192.0000
Central Florida HIDTA	260.0000	1372.000	185.0000	2338.0000	25.0000	142.0000	450.000	1396.0000	56.0000	192.0000

(continued from above)

ROI: Drugs				ROI: Assets				DTO's D/D			
Exp	Current Quarter	Total to Date	% of Exp to Date	Exp	Current Quarter	Total to Date	% of Exp to Date	Exp	Current Quarter	Total to Date	% of Exp to Date
$99.00	$24.75	$99.00	100%	$62.70	$15.68	$62.70	100%	310	124	310	100%
$3.00	$0.75	$3.00	100%	$1.90	$0.48	$1.90	100%	10	4	10	100%
$3.00	$0.75	$3.00	100%	$1.90	$0.48	$1.90	100%	10	4	10	100%
$3.00	$0.75	$3.00	100%	$1.90	$0.48	$1.90	100%	10	4	10	100%
$3.00	$0.75	$3.00	100%	$1.90	$0.48	$1.90	100%	10	4	10	100%

Policy Exemptions Report

The Policy Exemptions Report displays the waivers, position justifications, and the pre-approvals submitted by the HIDTAs, as required by the HIDTA Program Policy and Budget Guidance, and the approval status by ONDCP.

2021 POLICY EXEMPTIONS BY HIDTA

HIDTA	Section	Exemption Type	Justification	Board Approved	ONDCP Approved	ONDCP Reason
A Test HIDTA	7.10.3 Law Enforcement and Prosecutorial Positions	Position Justification	The position justification is for positions.	Yes	Yes	
A Test HIDTA	5.8 Compensation and Benefits for HIDTA-funded Positions	Waiver	This is a waiver.	Yes	Pending	
A Test HIDTA	7.19 Conferences	Pre-Approval	The pre-approval is new.	No	No	We did not approve this.

Appendix C - PMP Definitions and Key Terms

Agencies Participating in Deconfliction. The number of separate law enforcement agencies, including those that are not HIDTA participants, that have signed agreements allowing them to access and receive information from whichever one of the three DOJ-mandated event deconfliction systems the HIDTA uses.

Analysis. Analysis is the systematic examination of diverse information through the application of inductive or deductive logic for enhancing criminal investigations or assessment.

Analytical Support. Analytical support refers to those services an analyst provides to support an investigation; i.e., Association/Link/Network Analysis, Commodity Flow Analysis, Crime-Pattern Analysis, Financial Analysis, Flow Analysis, Geo-Spatial Analysis, or Telephone Toll Analysis.

Analytical Training. One of the four types of training reported in PMP that deals with the creation of analytical services. Training in the use of I2, Pen Link, Visual Links, and similar intelligence software programs are examples of Analytical Training, as are basic or advanced analytical training courses such as those offered by DEA or FLETC.

Apprehension. Service of a warrant to capture a fugitive.

Arrest. Arrest refers to the taking into custody of a person and holding them to answer a criminal charge. Arrests are reported in the Other Enforcement Outputs table. Report the total number of persons arrested, not the total number of charges filed against those persons.

Association/Link/Network Analysis. Association/link/network analysis is the collection and analysis of information that shows relationships among varied individuals suspected of being involved in criminal activity that may provide insight into the criminal operation and which investigative strategies might work best.

Baseline. The baseline is a starting point against which performance or accomplishments can be measured. It provides a historical perspective on the performance that permits analysis of trends over time. The baseline year for the HIDTA PMP is 2004. Once a baseline is set, it should NOT change.

Benchmark. A benchmark is a comparative goal or standard drawn from a similar program or other source, by which performance can be measured or judged. Using a benchmark to measure performance allows for a systematic comparison with other organizations to identify best practices that can lead to more efficient and/or effective performance.

Case. A case is an official investigation into criminal activity that has been assigned an agency investigative number for tracking purposes. See Investigation. A case is synonymous to an investigation and the terms are used interchangeably. Note: A case may contain information about no, one or multiple DTOs or MLOs.

Case Closed. A case is closed when all investigative action by the HIDTA initiative on the case has ceased. For HIDTA reporting purposes, a closed case does not require that all fugitives have been apprehended, that all cases have been adjudicated, or that all appeals by those charged have been exhausted.

Case Closed Date. The case closed date is the date when all investigative action of the DTO/MLO by the HIDTA ceased. For HIDTA reporting purposes, a closed case does not require that all fugitives have been apprehended, that all cases have been adjudicated, or that all appeals by those charged have been exhausted.

Case Open. A case is open as long as it is still under investigation.

Case Opened Date. The case opened date is the date investigative case number is assigned.

Case/Subject/Target Deconfliction. Deleted. "Target/Investigative Data Deconfliction"

Case Support. Case support is the assignment of an analyst(s) to provide analytical support for an investigation. See Analytical Support.

Case Suspended. A case is suspended when investigative action on the case has been temporarily halted and no regularly scheduled reporting is required.

Case Suspended Date. The case suspended date is the date when investigative action on the case was temporarily halted. For PMP reporting purposes, suspended investigations are treated as closed cases even though the investigation is temporarily halted.

Cell. A cell is a unit within a DTO or MLO. When a unit acts under its own command and control in its drug business, it should be considered a separate DTO or MLO and not a cell of the larger organization.

Chain-of-command. The chain-of-command is the line of authority and responsibility along which orders are passed within a DTO/MLO. Orders are transmitted down the chain-of-command from a higher authority to a subordinate individual or cell that either carries out the order or transmits it farther down the chain until it is received by those expected to carry out the order. When there is no expectation that a cell or individual carry out an order, then that cell or individual is not part of the DTO/MLO giving the order.

Chemical/Glassware/Equipment Seizure. A chemical/glassware/equipment seizure is a seizure of chemicals, glassware, and/or equipment normally associated with the manufacturing of a controlled/illicit substance. However, there is insufficient evidence that the items were actually used in the manufacture of a controlled/illicit substance.

Children Affected. "Children affected" are those children residing in the immediate vicinity of the clandestine laboratories or visiting the areas that are exposed to or potentially exposed to the chemicals present. The number should include children who frequently visit the site of the laboratory or who reside in the immediate vicinity.

Clandestine Laboratory. A clandestine laboratory is a facility that manufactures, converts, refines, or transforms illegal substances for personal use by the operator of the laboratory or for sale to other parties. For PMP purposes there are two types of labs: Production Labs and Conversion Labs.

Commodity Flow Analysis. A commodity flow analysis is a graphic depiction and description of transactions, shipments, and distribution or transactions, shipments and distribution of contraband goods and money derived from unlawful activities in order to aid in the disruption of the unlawful activities and apprehend those persons involved in all aspects of the unlawful activities.

Consolidated Priority Organization Target (CPOT). A Consolidated Priority Organization Target DTO/MLO is an organization known to have a hierarchical chain-of-command relationship with a major international drug trafficking organization and/or money laundering enterprise that is included on the Department of Justice's Consolidated Priority Organization Target list. To claim a DTO/MLO is linked to a CPOT-list target, there must be reliable evidence of a chain-of-command relationship, not simply a business relationship no matter how frequent or extensive that relationship.

Controlled Delivery. A controlled delivery is the technique of allowing illicit or suspect consignments of illegal or controlled drugs and substances to be delivered while under the control and supervision of law enforcement to identify persons involved in the commission of a crime.

Conversion Laboratory. A Conversion Laboratory is a clandestine lab that changes or transforms the form of an illegal substance; e.g., cocaine HCL to crack, morphine to heroin; marijuana to hashish, methamphetamine powder to crystal meth; "wax," or an oil; etc.

Core Measure. A core measure is a performance measure that describes a significant activity that is generally performed by each HIDTA. All HIDTAs must project expected accomplishments toward most of these measures in their annual Strategies and report their performance towards all core measures in their Annual Reports.

Court Order. An order issued by a competent court that requires a party to do or abstain from doing a specified act.

CPOT Date. The CPOT date refers to the date the DTO/MLO was identified as linked to or affiliated with a CPOT. Note: This date may be confirmed with the Regional OCDETF Coordinator.

Crime-Pattern Analysis. Crime pattern analysis is the assessment of the nature, extent, and changes of crime based on the characteristics of the criminal incident, including modus operandi, temporal, and geographic variables.

Criminal Operations (COs). One or more individual(s) trafficking in drugs, firearms, and/or smuggled bulk cash proceeds. A CO does not meet the definitions of a DTO or MLO due to the size or its lack of a clearly defined chain-of-command.

Cryptocurrency. A cryptocurrency is a digital or virtual currency designed to work as a medium of exchange. It uses cryptography to secure and verify transactions as well as to control the creation of new units of a particular cryptocurrency. Essentially, cryptocurrencies are limited entries in a database that no one can change unless specific conditions are fulfilled. Exchange rates for foreign currencies and the value for Bitcoin can be found at https://www1.oanda.com/currency/converter/.

Demand Reduction Training. One of four types of training reported in PMP that concentrates on improving the student's knowledge, skills, and abilities to reduce the demand for drugs by means other than criminal prosecution.

Dismantled. An organization is dismantled when its leadership, financial base, and supply network are destroyed and incapable of operating and/or reconstituting itself. NOTE: For HIDTA reporting purposes, a dismantlement of a DTO/MLO does not require that all fugitives have been apprehended, that all cases have been adjudicated, or that all appeals by those charged have been exhausted. Dismantling a DTO/MLO does not occur very often, especially for international DTOs.

Dismantled Date. The dismantled date is the date when the initiative commander determines that the DTO/MLO was dismantled. NOTE: For HIDTA reporting purposes, dismantling a DTO/MLO does not require that all fugitives have been apprehended, that all cases have been adjudicated, or that all appeals by those charged have been exhausted.

Disrupted. An organization is "disrupted" when the normal and effective operation of the organization is impeded, as indicated by changes in organizational leadership and/or changes in methods of financing, transportation, distribution, communications, or drug production. There is no precise way to calculate or measure whether a DTO/MLO is disrupted. This is a judgment call by the case agent or initiative supervisor. NOTE: A drug seizure, the execution of a search warrant or another enforcement activity, by itself, does not constitute a disruption unless the action truly results in the alteration of the organization's operations or membership.

Disrupted Date. The disrupted date is the date when the initiative commander determines that the DTO/MLO was disrupted. Note: The exact date this occurred is a judgment call by the investigator or supervisor.

Drug Felony Arrest Notification (FAN). A FAN is the transmission of information about an individual charged with a felony drug offense to a law enforcement agency or a DIO where the individual permanently resides. This metric measures information sharing. Instruction: The DIO that transmitted the FAN to another law enforcement agency or DIO where the individual charged with a felonious drug offense permanently resides should report the transmission in the PMP as a FAN Sent. Example: A Maine resident is arrested in New Hampshire. The New Hampshire DIO sends this FAN to the Maine DIO. The Maine DIO sends this FAN to the local police department in Maine where the individual charged with a felonious drug offense resides. The Maine DIO records this as a FAN Sent. Example: An individual is arrested for a felonious drug charge in Portland, Maine, but resides in Augusta, Maine. The Maine DIO sends a FAN to the Augusta Police Department. The Maine DIO records this as a FAN Sent.

Drug Trafficking Organization (DTO). A DTO is an organization consisting of five or more persons, including at least one identified leader, that (1) has a clearly defined chain-of-command and (2) whose principal activity is to generate income or acquire assets through a continuing series of illegal drug production, manufacturing, importation, transportation, or distribution activities.

Drug Trafficking. Drug trafficking is the complex system that illegally supplies drugs to consumers. It encompasses smuggling, importation, cultivation, manufacture, transportation, sales, distribution, and possession with intent to distribute or sell controlled substances.

DTO/MLO Characteristics. The DTO/MLO characteristics are the most salient descriptive characteristics of the organization. These characteristics can include race, national origin, or group membership (i.e., outlaw motorcycle gangs) so long as the information is drawn from trustworthy sources and is relevant to the locality in which the DTO/MLO operates.

Education. Any act or experience that has a formative effect on the mind or character that provides the individual with knowledge. Education is not reported in PMP. Meetings and conferences are generally considered as education.

Efficiency. Efficiency is a calculation based on inputs used per unit of output; e.g., cases reviewed per prosecutor, drugs seized per dollars expended on enforcement and intelligence.

Efficiency Measure. Efficiency measures are based on the ratio of inputs to outputs. For example, the average amount of HIDTA dollars allocated to Enforcement Initiatives and Intelligence and Information Sharing Initiatives for each DTO/MLO disrupted or dismantled is an efficiency measure.

Element. An element is one of the fundamental components of an investigation. Elements, such as persons, places, things, or event locations are compared for target investigative data deconfliction and event deconfliction purposes.

Enforcement Training. One of the four types of training reported in PMP that concentrates on improving the student's knowledge, skills, and abilities to conduct a criminal investigation.

El Paso Intelligence Center (EPIC). EPIC provides tactical intelligence to federal, state, local, and tribal law enforcement agencies nationwide. It is managed by DEA and has representatives from 21 participating agencies.

Event Deconfliction. The process of determining when law enforcement personnel are conducting an event in close proximity to one another at the same time. Events include law enforcement actions such as raids, undercover operations, surveillance, or executing search warrants. When certain elements (e.g., time, date, and location) are matched between two or more events, a conflict results. Immediate notification is then made to the affected agencies or personnel regarding the identified conflict.

Evidence-Based Prevention. Based on rigorous studies of the effects or outcomes of specific substance use prevention interventions or model programs.

Evidence-Informed Prevention. Utilizes approaches shown to be effective for substance use prevention that are science based, research supported, and consistent with the National Institute on Drug Abuse Principles of Prevention.

Expected. See Performance Target.

Federal Law Enforcement Agency. For purposes of the HIDTA program, a Federal law enforcement agency includes the: Drug Enforcement Administration (DEA); Federal Bureau of Investigation (FBI); Immigration and Customs Enforcement (ICE); Bureau of Alcohol, Tobacco, Firearms, and Explosives (ATF); U.S. Attorneys (USA); Customs and Border Protection (CBP); U.S. Postal Inspection Service; U.S. Coast Guard; Criminal Investigation Service of the Internal Revenue Service (IRS/CI); Bureau of Indian Affairs, Bureau of Land Management , Federal Air Marshal Service, Bureau of Prisons, Financial Crimes Enforcement Network (FinCEN), Federal Protective Services , U.S. Food and Drug Administration (FDA) , Naval Criminal Investigative Service , U.S. Diplomatic Security Service, Transportation Security Administration (TSA), Fish and Wildlife Service , U.S. Marshals Service (USMS), .and law enforcement components of the U.S. Forest Service and the National Park Service,

Financial Analysis. Financial analysis is the review and analyses of financial data to ascertain the presence of criminal activity. It can include bank record analysis, net worth analysis, financial profiles, source, and applications of funds, financial statement analysis, and/or Bank Secrecy Act record analysis. It can also show destinations of proceeds of crime and support prosecutions.

Financial Management System (FMS). Financial Management System (FMS.net) is a software tool used by HIDTA participants to track HIDTA award funds.

Firearm. The term "firearm" means any weapon that is designed to expel a projectile by the action of an explosive. This definition is based on 18 USC 921(3).

Flow Analysis. Flow analysis is the review of raw data to determine the sequence of events or interactions that may reflect criminal activity. It can include timelines, event flow analysis, commodity flow analysis, and activity flow; it may show missing actions or events that need further investigation.

FMS 4a Report. A FMS 4a report is an initiative's line item budget detail report that includes comments generated within the Financial Management System (FMS).

Fugitive. A fugitive is any individual for whom a warrant for arrest has been issued; who has escaped from the custody of federal, state, or local law enforcement or correctional authorities; for whom a warrant for arrest, or equivalent document, has been issued by a foreign government; or who has escaped from the custody of foreign law enforcement or correctional authorities, and for whom the United States has received a request for assistance in locating or apprehending. (Source: U.S. Department of Justice, Office of the Inspector General, Evaluation and Inspections Division; "Review of the United States Marshals Service's Apprehension of Violent Fugitives", 2005; p. 1)

Gang. A gang is a group or association of five or more persons with a common identifying sign, symbol, or name, the members of which, individually or collectively, engage in criminal activity that creates an atmosphere of fear and intimidation. A gang may also be a DTO/MLO providing it meets the requirements set forth in the respective definitions. A gang differs from a DTO/MLO in that while the principal criminal activities of a DTO/MLO are directly related to drug trafficking and money laundering; the criminal activities of a gang can be more diverse.

Geospatial Analysis. Geospatial analysis is an approach to applying statistical analysis and other informational techniques to geographically based data. Such analysis employs spatial software and analytical methods with terrestrial or geographic datasets, including geographic information systems and geomatics.

HIDTA. The term HIDTA, without the words "Program" or "regions" following it, means either: the designated area (e.g. The HIDTA includes the District of Columbia and 14 counties; or the coordinating organization and the initiatives that are funded by the HIDTA (e.g., The HIDTA funds more than 50 initiatives.)

HIDTA Program. The term HIDTA Program means the program funded by ONDCP at the national level. It includes the designated HIDTA regions and the five components of the Southwest Border HIDTA. By practice, the Southwest Border HIDTA has been treated only as a pass-through to the five separate components and the five components are treated as separate HIDTAs.

HIDTA Regions. The term HIDTA regions means areas of a HIDTA used to demarcate specific drug market areas to which drug seizures are assigned.

Homeland Security Information Network (HSIN). HSIN is a web-based platform, run by the Department of Homeland Security, that allows local, state, tribal, and federal government agencies to share "Sensitive but Unclassified (SBU)" information over a secure channel.

Identified. A DTO/MLO is identified when the HIDTA becomes aware of the organization's operation within the HIDTA boundaries.

Identified Date. The identified date refers to the date the organization was identified by the HIDTA.

Indictment. An indictment is a formal written accusation originating from a prosecutor and issued by a grand jury against a party charged with a crime.

Individuals Convicted. Individuals convicted are the number of individuals projected to be convicted and actually convicted during a reporting period regardless of when the individual was actually referred, charged, or indicted.

Individuals Prosecuted. "Individuals prosecuted" is a subset of the individuals referred for prosecution. It is the number of individuals projected to be and actually prosecuted during the reporting period.

Individuals Referred for Prosecution. Individuals referred for prosecution are the number of individuals that are indicted or charged through a complaint filed by a prosecutor.

Initiative. Activities that implement portions of a HIDTA Executive Board's strategy.

Initiative commander or supervisor. A person appointed to lead a HIDTA initiative.

Inputs. Inputs are resources used to produce a result, e.g., funding, labor hours.

Intelligence Information Reports (IIR) – A type of Serialized Intelligence Report that contains raw, unevaluated information concerning "perishable" or time-limited information concerning criminal issues.

Intelligence Products. Reports or documents that contain assessments, forecasts, associations, links, and other outputs from the analytic process that are for use by law enforcement agencies for prevention of crimes, apprehension of offenders, and prosecution.

Interdiction. The process of interrupting the flow of drugs or money, either while in route to the United States or from point-to-point within the United States.

International DTO/MLO. An international DTO or MLO is an organization, or identifiable cell of an organization, that regularly conducts illegal drug trafficking or money laundering activities in more than one country or that is based in one country and conducts or coordinates illegal activities in another. To be considered an international organization, the group must have an established connection to an international DTO/MLO. Simply being a customer of such an organization is not sufficient. See Cell.

Investigation. An investigation is synonymous with a case. The terms are used interchangeably.

Investigative Budget. This includes all funds budgeted by the HIDTA for activities other than treatment, prevention, and research and development. Discretionary funds added to the HIDTA budget during the grant year will be classified accordingly.

Joint Strategic Intelligence Products. Intelligence products produced by the HIDTA jointly with a federal, state, local, or tribal agency. To qualify as a Joint Strategic Intelligence Product, the HIDTA and the other entity must be acknowledged as co-authors of the product.

Laboratory Dump Site. A laboratory dumpsite is a seizure at a location where discarded laboratory equipment, empty chemical containers, waste by-products, pseudoephedrine containers, etc., were abandoned or dumped but no lab was found.

Lead. A lead is the provision of sufficient information to another initiative in the same HIDTA, another HIDTA or law enforcement agency to enable that entity to conduct an independent investigation; it does not matter if or when an independent investigation is opened. You do not need to have a case to pass on a lead.

Lead Agency. A lead agency is one or more Federal, state, local or tribal law enforcement agency or a non-federal entity responsible for the day-to-day management of the initiative.

Leader. A leader is an individual who directs the operation of the group under investigation. The leader may be the head of an entire drug trafficking organization or the leader of a cell of a drug trafficking organization.

Local DTO/MLO. A local DTO or MLO is an organization whose illegal drug trafficking or money laundering activities are generally, but not always, limited to the same metropolitan area, or—for non-metropolitan areas—are limited to an easily defined region or small number of geographically proximate counties. If a DTO's activities regularly take place within a single metropolitan area, it should be considered a local DTO/MLO even if that metropolitan area includes parts of more than one state.

Local Geographic Area. The local geographic area of an organization is the area or areas within the HIDTA boundaries where a DTO, MLO, or a cell of a DTO/MLO under investigation by a HIDTA produces, manufactures, distributes, or stores the drugs or money it traffics or launders. Note: Even if the DTO/MLO is a multi-state organization, the local geographic area is still only the areas within the HIDTA's region.

Management Training. One of the four types of training reported in PMP that focuses on managerial, organizational, or secretarial topics, including Microsoft training.

Member. A member is an individual who is part of an organization and takes direction from the organization's leader(s). A member includes all those individuals below the leader who facilitate or carry out any of the organization's activities.

Methamphetamine Oil. "Methamphetamine oil" is the final process in methamphetamine production before the meth crystals are produced. Like methamphetamine in solution this form is commonly used as a smuggling technique. Methamphetamine is not usually sold in this oil form. Methamphetamine oil reported in gallons/liters will be converted to a weight at the rate of four pounds per gallon.

Methamphetamine in Solution. Methamphetamine in Solution (sometimes referred to as "liquid meth") is finished methamphetamine powder dissolved in a liquid for smuggling purposes. Once in the United States, it is separated from the liquid back to the powder form. Methamphetamine in solution reported in gallons/liters will be converted to a weight at the rate of 4.5 pounds per gallon.

Money Laundering Organization (MLO). A MLO is an organization of two or more individuals engaged in processing illegal drug profits through a continuing series of illegal activities (placement, layering, and integration) to disguise the source of the money and make the illegal profits appear to be legitimate income.

Multi-state DTO/MLO. A multi-state DTO or MLO is an organization that regularly carries out illegal drug trafficking or money laundering activities in more than one state. An organization should not be considered multi-state if the organization's activities regularly take place within a single metropolitan area or region, even if that metropolitan area includes parts of more than one state.

Need. A need is a capability or activity that contributes to disrupting or dismantling a drug trafficking organization by improving the effectiveness and efficiency of HIDTA-funded Initiatives.

Non-Federal Entity. A state, local government, Indian tribe, institution of higher education (IHE), or nonprofit organization that carries out a Federal award as a recipient or sub-recipient.

OCDETF. OCDETF refers to the designation given to a DTO or MLO by the Organized Crime Drug Enforcement Task Force Regional Coordination Committee. An OCDETF case number must be assigned by the OCDETF Regional Coordination Committee before a case is reported in PMP as an OCDETF case.

OCDETF Date. The OCDETF date refers to the date the DTO/MLO was identified as linked to or affiliated with an OCDETF investigation. Note: This date may be confirmed with the Regional OCDETF Coordinator.

Operation. An operation is a coordinated enforcement action that takes place within a specified period in a defined geographic area.

Operational Intelligence. Operational intelligence is an assessment of the methodology of a criminal enterprise or organization that depicts how the enterprise performs its activities; including communications, philosophy, compensation, security, and other variables that are essential for the enterprise to exist.

Operational Intelligence Product. A document that provides insight into the structure, modus operandi, leadership, and activities of an organization and helps guide investigations into the organization.

Operational Scope. Operational scope refers to the geographic area where a DTO or MLO carries out its activities. In PMP, the geographic areas are local, multi-state, and international. Operational scope is used to characterize the impact a DTO or MLO has on the geographic area.

Organization Identifier. The organization identifier is a unique identification given to each DTO or MLO identified by a HIDTA. The organization identifier can be any combination of words, names, letters, or numbers. Select the name or alias that best suits your purposes. Once selected, use the same name on all subsequent reports.

Outcome. An outcome is the consequence or change resulting from an activity. For example, the dismantlement of a DTO/MLO results in a reduction in the unknown number of DTOs operating in an area. A seizure of drugs results in a reduction in the unknown amount of drugs available in the area. A student trained means a more skilled and knowledgeable investigator, and the degree to which the student's knowledge is applied can be used as an outcome measure.

Outcome Measure. Outcome measures are based on the actual effect of the initiative or HIDTA on a population, inventory, or condition and are derived from the strategic goal of a program. For example, a reduction in the availability of cocaine in the District of Columbia or Washington/Baltimore HIDTA would be outcome measures. A measurable increase in officer

safety and student knowledge could be outcome measures for event deconflictions and training, respectively.

Outcome Proxies. In almost all cases, HIDTAs do not have an accurate count of the population, inventory, or condition they are attempting to change. For example, there is no reliable, comprehensive, definitive, or timely data on the amount of drugs available at any city, county, state, or national level. Consequently, a proxy measure is needed to monitor performance towards the strategic goal of the HIDTA Program. Because of the obvious logical connection between the number and size of Drug Trafficking Organizations (DTOs) and the drug supply in an area, ONDCP established performance measures for the HIDTA Program that are related to the dismantling and disrupting of drug trafficking organizations (DTOs) and the seizure of drugs and drug-related assets from DTOs.

Output. An output is a specific activity or service that an initiative conducts or produces. For example, a dismantled DTO, a seizure of drugs or assets, a student trained, a meth lab dismantled, a referral of case information, a toll analysis, and an event or case/subject deconfliction are all examples of outputs.

Output Measure. An output measure is a performance measure that is based on the expected number of specific activities or services that a HIDTA conducts or produces. For example, DTOs disrupted or dismantled, drugs and assets seized, and the number of students trained can all be used as output measures.

Outsourcing. The transfer of the management and/or day-to-day execution of a business function to an external service provider.

Participating Agency. A "participating agency" is an agency that has assigned at least one staff position to the HIDTA.

Performance Expectation. A performance expectation is an objective stated as a number that a HIDTA expects to achieve for the reporting period. For example, disrupting or dismantling 100 DTOs, seizing $50 million in drugs and $20 million in cash and other assets are examples of performance expectations. Performance expectations can be based on past performance (i.e., two or three year averages) or, if the expectation is new, a baseline from a specific year or a benchmark from a specific similar program. Performance expectations should be "SMART" -- Specific, Measurable, Achievable, Relevant, and Time Specific.

Performance Level. The performance level is the extent to which a HIDTA or the HIDTA Program meets the stated performance expectation for a specific period. For example, disrupting or dismantling 60% of the 100 DTOs expected to be disrupted or dismantled in a year is a performance levels.

Performance Management Process Committee (PMP Committee). The Performance Management Process Committee is the group of HIDTA Directors that make recommendations to ONDCP about the Performance Management Process and the structure and content of the Performance Management Process database and related procedures.

Performance Management Process. A set of successive steps designed to assist in determining the efficiency and effectiveness of the National HIDTA program and individual HIDTAs. The PMP requires the individual HIDTAs to quantify their threats using reliable data, establish performance targets, develop initiatives to achieve the performance targets, and report their outcomes.

Performance Measure. A performance measure is the statistics, indicators, or other metrics used to gauge the performance of an individual HIDTA or the HIDTA Program. For example, the number of DTOs disrupted or dismantled, the wholesale value of drugs taken off the market, and the value of cash and other assets seized can be used as performance measures. The number of deconflictions, cases provided analytical support, students trained, and referrals of case information can be used as a performance measure. Performance measures can be output measures, outcome measures, or efficiency measures.

PMP Budget Form 1. A PMP budget form 1 is an initiative's budget detail report for a proposed new initiative using prior year funds.

Priority Target Organization (PTO). Priority Target Organizations are drug trafficking organizations with an identified hierarchy engaged in the highest levels of drug trafficking and/or money laundering operations, having a significant international, national, regional, or local impact upon drug availability. PTOs are designated by a DEA Special Agent in Charge or Country Attaché.

Production Laboratory. A Production Laboratory makes controlled substances from precursors or otherwise legal substances; e.g., labs that produce methamphetamine, LSD, K2/Spice, etc.

Regional Priority Organization Target (RPOT). A Regional Priority Organization Target DTO/MLO is an organization known to be linked to or affiliated with a major regional/national drug trafficking organization and/or money laundering organization that is designated as an RPOT by the Organized Crime and Drug Enforcement Task Force Program's Regional Coordination Committee.

Resource Initiative. An initiative created by a HIDTA to consolidate indirect/infrastructure costs such as rent, utilities, site alarm fees, monthly landline communications charges, and copy machine lease costs that are shared by multiple initiatives.

Return on Investment (ROI): For the purpose of PMP, ROI is the ratio between the national average wholesale value of the four most common drug categories (cocaine, heroin, marijuana and methamphetamine) seized, the value of cash seized in dollars, the market value of non-cash assets seized and the amount of HIDTA funds budgeted for all activities except treatment, prevention, and research and development.

RPOT Date. The RPOT date refers to the date the DTO/MLO was identified as linked to or affiliated with a RPOT. Note: This date may be confirmed with Regional OCDETF Coordinator.

Search Warrant. A court order authorizing the examination of a place for the purpose of discovering contraband, stolen property, or evidence of guilt to be used in the prosecution of a criminal action.

Serialized Intelligence Reports. Serialized Intelligence Reports are reports developed in the Intelligence Community (IC) agencies to consolidate raw information from other sources into a single report that is serialized (numbered) based on an internal IC indexing system. The Serialized Report is developed specifically to be shared with others in the IC and/or up an agency's chain of command.

Source Area. The source area for a drug is the county, state, or foreign country from which the DTO or DTO cell under investigation obtains the drug from another DTO or individual. The source area must be the most direct and immediate source of the drug acquired by the DTO and not necessarily the area where the drug was produced or manufactured.

Source Organization Characteristics. The "Source Organization" characteristics reported should be the most salient descriptive characteristics of the group that has been identified as the source from which the DTO directly obtains its drugs. These characteristics can include race, national origin, and group membership (i.e., outlaw motorcycle gangs) so long as the information is drawn from trustworthy sources and is relevant to the source area in which the organization operates.

Sponsoring Agency. A sponsoring agency assumes responsibility for personnel and systems supporting the HIDTA mission, specifically for intelligence initiatives. Any participating Federal, state, local or tribal agency may sponsor an ISC or ancillary intelligence initiative. Sponsorship may include (but is not limited to) providing appropriate access to information sharing systems for initiative participants, obtaining security clearances for HIDTA contractors, or providing desk space in a secure facility.

Strategic Intelligence. An assessment of targeted crime patterns, crime trends, criminal organizations, and/or unlawful commodity transactions for purpose of planning, decision-making, and resource allocation; the focused examination of unique, pervasive, and/or complex crime problems.

Strategic Intelligence Product. A document that provides a long-term, high-level look at the law enforcement issues that not only considers current activities but also tries to provide a forecast of likely developments. The HIDTAs' annual threat Assessments are examples of strategic intelligence documents.

Strategic Intelligence Products Surveys. Surveys sent to recipients of a HIDTAs Strategic Intelligence Products to determine whether the products were accurate and useful.

Tactical Intelligence. Evaluated information regarding a specific criminal event that can be used immediately by operational units to further a criminal investigation, plan tactical operations, and provide for officer safety.

Tactical Intelligence Product. A document containing evaluated and highly perishable information regarding an upcoming/ongoing criminal investigation or tactical operations.

Target/Investigative Data Deconfliction. The process of determining if personnel from a law enforcement agency are conducting an investigation of an active/open target that involves the same investigative data. When investigative elements match, immediate notification is then made to the affected agencies or personnel regarding the identified conflict. For purposes of deconfliction, an active/open target will meet the following criteria: the agency is actively investigating the target; there is reasonable suspicion that criminal activity has occurred or is occurring; the agency has assigned a case number; and the agency anticipates an arrest and prosecution or is submitting criminal intelligence in support of an active investigation.

Telephone Toll Analysis. Telephone toll analysis is an analysis that: graphically shows what calls are being made to or from a target phone; establishes links and associations within and among criminal enterprises; identifies patterns and locations related to criminal activity.

Threat. The threat is the capability and intent of an individual or group or an existing or impending condition that potentially can do or cause harm.

Threat Assessment. A threat assessment is a strategic document that examines the propensity for violence or criminality or the possible occurrence of a criminal activity in a certain time or place and focuses on drug and money laundering organizations and their communication, the movement of drugs or money, the environment, transportation, and security issues.

Threat Specific Measure. A threat specific measure is a measure that addresses expected and actual outputs and outcomes for an activity that is not generally funded by all HIDTAs (e.g. fugitive initiatives) and is not one of the core measures for the HIDTA Program.

Training. The act of providing an individual with the knowledge, skills, and abilities necessary to perform her/his job or, for demand reduction purposes, better able to resist drug usage. In PMP, there are four types of training: management, analytical, enforcement, and demand reduction.

Validation. Validation is the process that the PMP Coordinator uses to review the profile of the DTO, MLO, or CO to ensure that all requested information in the: (a) Organization Info; (b) Classification; (c) Case Disposition; (d) DTO Disposition; (e) Characteristics; and (g) Drugs Trafficked sections of the profile are complete and accurate as of the date of the review. As part of the validation process, the PMP Coordinator should attempt to update any unknown information in the profile. Validating a DTO/MLO/CO should be completed before the program year is closed and the information pushed to the next program year.

Vaping Cartridge. Generally, a vaping device consists of a mouthpiece, a battery, a cartridge for containing the “e-liquid”, and a heating component for the device that is powered by a battery. When the device is used, the battery heats up the heating component, which turns the contents of the e-liquid into an aerosol that is inhaled into the lungs and then exhaled.

Violent. An organization is considered violent if it routinely engages in kidnapping, extortion, murder, aggravated assault, robbery, or other crimes involving force or the threat of force.

Wholesale Value. The wholesale value of a drug is the price that the drug can be purchased for in kilogram quantities or, in the case of drugs usually reported in gallons or dosage units, quantities sufficient for resale to other DTOs or multiple consumers.

Wiretap. A wiretap is a form of electronic monitoring where a Federal or state court order authorizes law enforcement to surreptitiously listen to phone calls or intercept wireless electronic text messages or video communications. Wiretaps are reported in the Other Law Enforcement Outputs table. Report the number of lines (telephone numbers) for which a court order authorized eavesdropping. An extension of a court order for an existing wiretap on the same telephone line (number) should not be counted unless the extension spans two calendar years.

Note: Dialed number recorders (Pen registers) are not considered a wiretap for PMP reporting purposes.

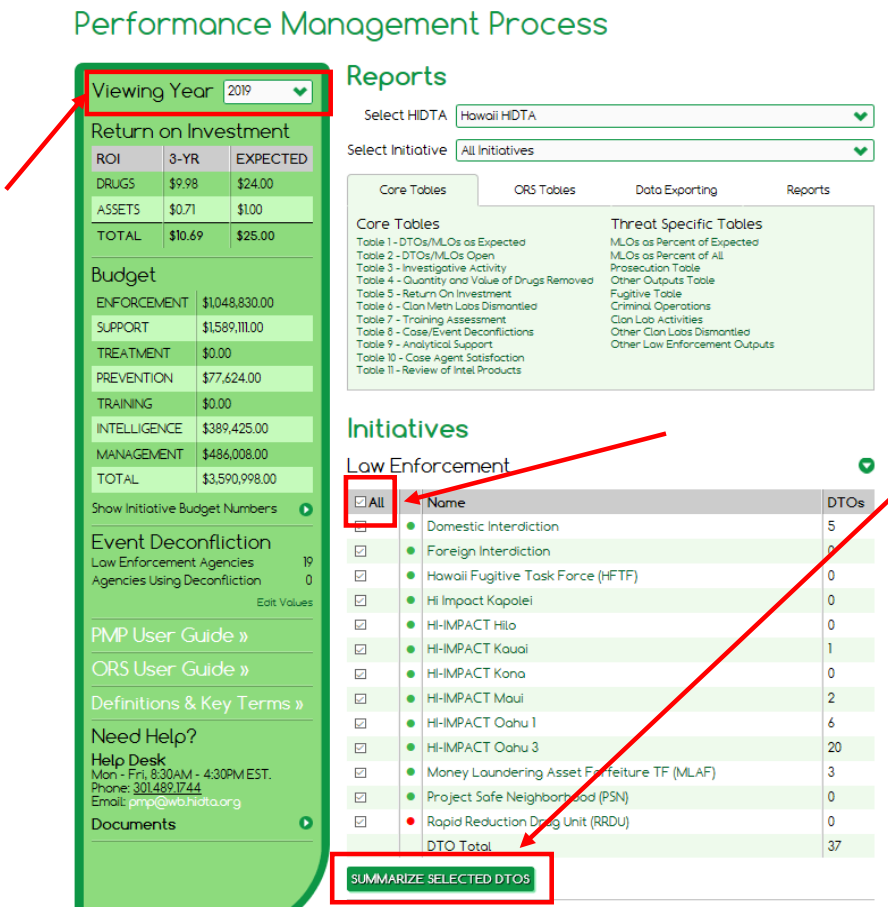
Wiretap Order: A court order allowing the law enforcement to listen in on electronic communications. The order requires a showing by law enforcement of "probable cause" to believe the communications are part of criminal activities.

Appendix D – DTO Summary Report

PMP enables users to generate the specific information for certain DTO-related tables now required by ONDCP for the Annual Threat Assessment; specifically, the required tables for DTOs by operational scope (i.e., international, multi-state, and local).

Generating the Report.

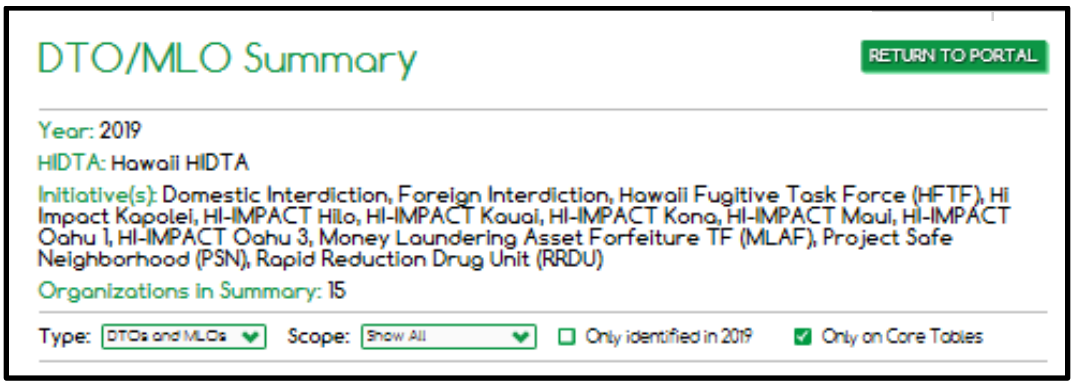
The DTO Summary report is accessed from the main portal for the HIDTA by (1) selecting the Viewing Year, (2) checking the "All" box at the top of the Law Enforcement Initiatives list, and (3) clicking on the green "Summarize Selected DTOs" box at the bottom of the Initiative list.



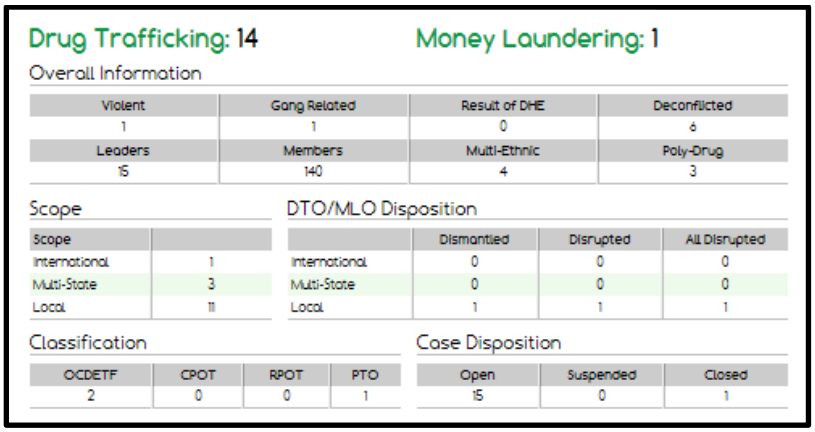
Content of the Report.

Depending on the number of DTO/MLOs involved, the DTO Summary Report can be quite long. The Washington/Baltimore has more than 550 DTOs under investigation in 2019 and the DTO Summary Report has five pages. The Hawaii HIDTA has a smaller number of DTOs and its DTO Summary Report is shown in Appendix C.

The first section of the DTO Summary Report indicates (1) the initiatives included in the summary; (2) what types of organizations are summarized (DTOs, MLOs, or both); (3) the operational scope of the organizations (international, multi-state, local, or all); (4) whether the report shows all organizations under investigation in the selected year or just those identified that year; and (5) whether the report shows only those organizations that will appear in the Core Tables or all organizations in the database. For purposes of completing the Threat Assessment tables, you will need to run three versions of this report – one selecting the international organizations, a second selecting the multi-state organizations, and a third for local organizations.



The second section of the DTO Summary Reports provides a descriptive snapshot of the 14 DTOs and one MLO summarized.



Drug Trafficking: 14 **Money Laundering: 1**

Overall Information

Violent	Gang Related	Result of DHE	Deconflicted
1	1	0	6
Leaders	**Members**	**Multi-Ethnic**	**Poly-Drug**
15	140	4	3

Scope

Scope	
International	1
Multi-State	3
Local	11

DTO/MLO Disposition

	Dismantled	Disrupted	All Disrupted
International	0	0	0
Multi-State	0	0	0
Local	1	1	1

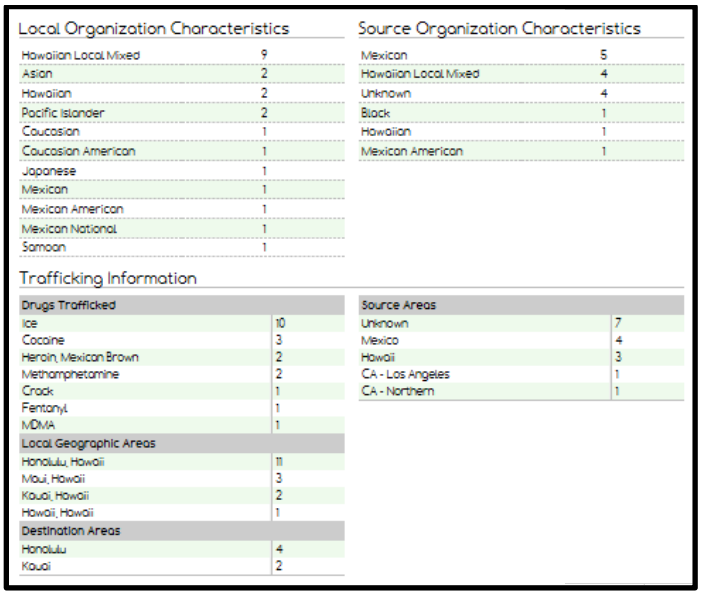
Classification

OCDETF	CPOT	RPOT	PTO
2	0	0	1

Case Disposition

Open	Suspended	Closed
15	0	1

The third section of the DTO Summary Report describes important features of the organizations selected – the demographic characteristics of the local organizations and of the source area organization from which they obtain their drugs; the drugs trafficked; and the local areas where the drugs are distributed and the areas from which they obtain the drugs.



Local Organization Characteristics

Hawaiian Local Mixed	9
Asian	2
Hawaiian	2
Pacific Islander	2
Caucasian	1
Caucasian American	1
Japanese	1
Mexican	1
Mexican American	1
Mexican National	1
Samoan	1

Source Organization Characteristics

Mexican	5
Hawaiian Local Mixed	4
Unknown	4
Black	1
Hawaiian	1
Mexican American	1

Trafficking Information

Drugs Trafficked	
Ice	10
Cocaine	3
Heroin, Mexican Brown	2
Methamphetamine	2
Crack	1
Fentanyl	1
MDMA	1
Local Geographic Areas	
Honolulu, Hawaii	11
Maui, Hawaii	3
Kauai, Hawaii	2
Hawaii, Hawaii	1
Destination Areas	
Honolulu	4
Kauai	2

Source Areas	
Unknown	7
Mexico	4
Hawaii	3
CA - Los Angeles	1
CA - Northern	1

The Hawaii HIDTA DTO Summary Report is reproduced in Appendix C.

DTO/MLO Summary

RETURN TO PORTAL

Year: 2019

HIDTA: Hawaii HIDTA

Initiative(s): Domestic Interdiction, Foreign Interdiction, Hawaii Fugitive Task Force (HFTF), HI Impact Kapolei, HI-IMPACT Hilo, HI-IMPACT Kauai, HI-IMPACT Kona, HI-IMPACT Maui, HI-IMPACT Oahu 1, HI-IMPACT Oahu 3, Money Laundering Asset Forfeiture TF (MLAF), Project Safe Neighborhood (PSN), Rapid Reduction Drug Unit (RRDU)

Organizations in Summary: 15

Type: DTOs and MLOs | Scope: Show All | ☐ Only identified in 2019 | ☑ Only on Core Tables

Drug Trafficking: 14

Money Laundering: 1

Overall Information

Violent	Gang Related	Result of DHE	Deconflicted
1	1	0	6
Leaders	**Members**	**Multi-Ethnic**	**Poly-Drug**
15	140	4	3

Scope

Scope	
International	1
Multi-State	3
Local	11

DTO/MLO Disposition

	Dismantled	Disrupted	All Disrupted
International	0	0	0
Multi-State	0	0	0
Local	1	1	1

Classification

OCDETF	CPOT	RPOT	PTO
2	0	0	1

Case Disposition

Open	Suspended	Closed
15	0	1

Local Organization Characteristics

Hawaiian Local Mixed	9
Asian	2
Hawaiian	2
Pacific Islander	2
Caucasian	1
Caucasian American	1
Japanese	1
Mexican	1
Mexican American	1
Mexican National	1
Samoan	1

Source Organization Characteristics

Mexican	5
Hawaiian Local Mixed	4
Unknown	4
Black	1
Hawaiian	1
Mexican American	1

Trafficking Information

Drugs Trafficked	
Ice	10
Cocaine	3
Heroin, Mexican Brown	2
Methamphetamine	2
Crack	1
Fentanyl	1
MDMA	1
Local Geographic Areas	
Honolulu, Hawaii	11
Maui, Hawaii	3
Kauai, Hawaii	2
Hawaii, Hawaii	1
Destination Areas	
Honolulu	4
Kauai	2

Source Areas	
Unknown	7
Mexico	4
Hawaii	3
CA - Los Angeles	1
CA - Northern	1

Appendix E – Previous Changes

Changes from Fourteenth Edition, dated January 1, 2019

Page(s)	Section: Action
1	Introduction: Changed reference to "Office of State, Local, and Tribal Affairs" to National HIDTA Program Office
3	Add ONDCP requirement concerning submission date for end of the program year actual accomplishments data.
4-5	Deleted section describing option of reporting discretionary funding in year after it is awarded.
5	Added section on "pushing" data into the new program year
7	Corrected description of a Criminal Operation.
10	Notes that for PMP purposes a dismantled DTO equals a closed case.
12	Specifies that DTOs, MLOs, or COs that have not been modified in five program years will be marked as closed.
14	Notes ONDCP requirement for including descriptive F from PMP into the HIDTA Annual Threat Assessment.
15	Text change to note there are now 15 major drugs groups.
17	Describes timing of changes in drug prices and other changes.
19	Describes procedures for reporting seizures of vape cartridges.
21	Participating Agencies and Positions described and clarified
21-23	Describes types of initiatives, relationships between FMS and PMP initiative names, and relationship between initiatives and sub-initiatives.
25	Section heading changed to reflect that "Case/Subject/Target Deconfliction" has been changed to "Target/Investigative Deconfliction."
26	Clarifies how case support is to be reported.
29-30	Adds new section describing roles and responsibilities of PMP Coordinator in each HIDTA.

46	Implements change to follow-up surveys for training participants (six month follow-up to two month follow-up)
48	Table 8 revised to reflect change from “Case/Subject/Target Deconfliction” to “Target/Investigative Deconfliction.”
71	Revised “Other Law Enforcement Outputs” table to reflect addition of “Vaping Cartridges.”
73	Deleted “Case/Subject/Target Deconfliction” definition. Replaced by “Target/Investigative Data Deconfliction”
74	Criminal Operations definition: Deleted reference to “scope of operation.”
75	Definition of DTO revised to emphasize that one of the five members of a DTO must be a leader.
76	Definition of Event Deconfliction revised.
82	Definition of “Participating Agency” added.
83	Definition of “Target/Investigative Data Deconfliction” added to replace “case/Subject/target Deconfliction.”
83	Definition of vaping cartridge added
85	Example of DTO Summary Report added

Changes from Thirteenth Edition, dated October 24, 2017

Page(s)	Section: Action
5	Core Tables and Threat Specific Tables – adds new section to describe Core Tables and Threat Specific Tables and to note the circumstances that make the submission of certain Threat Specific Tables mandatory.
10	Case Disposition Markers: Open, Closed, and Suspended – changes timing of when a case should be considered closed
14	Claiming Cash and Asset Seizures – clarifies recording of cash/asset seizures, including cryptocurrency
14-15	Drugs and Drug Groups – adds fentanyl as a drug group
25-26	Guidelines for Intelligence-Related Surveys – specifies that HIDTAs may limit Strategic Intelligence Product surveys to just the Annual Threat Assessment and clarifies the number of surveys required (50)
34-35	Table 4: Quantity and Wholesale Value of Drugs Removed from the Marketplace -- changes to reflect the addition of fentanyl as a free-standing drug group
50	Table 11: Law Enforcement Executives Assessment of Strategic Intelligence Products Produced – Description of table changed to make consistent with revised guidelines for surveys
51	Part Two: Threat Specific Tables – revises description to be consistent with requirement to submit certain Threat Specific Tables
72	Definitions -- Added definition of cryptocurrency

Changes from Twelfth Edition, dated January 1, 2017

Page	Section: Action
5	Revised date for entering actual accomplishments into PMP, deleted outdated reference.
10	Additional explanation of how disruptions are counted.
13	Included discussion of seizures in foreign countries. Moved from section on Drug Prices.
15-17	Revised and combined sections on drug pricing and Return on Investment.
18	Clarification of when a clan lab can be credited to a HIDTA initiative.
21	Clarifications concerning counting and surveying classroom training when HIDTA space is used to conduct the training.
27-52	Appendix A: Part One - Minor non-substantive edits in numerous locations
34-38	Table 4 description and examples revised to reflect new drug pricing procedures.
39-41	Table 5 description and examples revised to reflect new drug ROI procedures.
42	Table 6 description revised to clarify when HIDTA initiative may report a dismantled lab.
73, 74, 80	Definition Changes for Criminal Operations, Event deconfliction, and Return on Investment

Changes from Eleventh Edition, dated June 27, 2016

Page	Section: Action
13-15	Drug Pricing section revised
17	Drug ROI section revised
19	Other Clandestine Laboratories: New section added
23	Other Outputs section revised
48-50	Table 11 revised
62	New Threat Specific Table described
68,76	New definitions added
	Leads section deleted entirely
	Leads table (former Table 9) deleted and following tables renumbered

Changes from Tenth Edition, June 22, 2015

Page	Section: Action
3	Setting Performance Expectation: Removes reference to PMP providing two-year averages
4-5	Database Locking: New Section added
5-6	DTOs, MLOs, and Criminal Organizations: Adds criminal organizations
9-10	DTO/MLO Disposition Markers: Added paragraph describing how dismantled and suspended DTOs/MLOs are handled for reporting purposes in new PMP.
13	Claiming Drug Seizures: Added paragraph emphasizing importance of reporting specific locations where drug seizures tale place.
13-15	Drug Prices: Changes made to identify new sources of prices and describe how out-of-area seizures, including seizures in foreign countries are established
15-16	Drugs and Drug Groups: New section describing new organizational logic for grouping specific drugs.
17	Return on Investment: Updates source of budget information used in calculating ROI
17	Other Law Enforcement Outputs: Clarifies that wiretaps to be reported includes those pursuant to state court orders
18-19	Methamphetamine Labs: Revises description of how meth prices are set for lab dismantlement
19	Overseers and Sub-Initiatives: New Section
23-24	Specifying Other Outputs: Describes new process related to identifying Other Outputs
25-27	Guidelines for Intelligence-Related Surveys: New Section
33-34	Appendix A: Core Table 3 description updated
35-36	Appendix A: Core Table 4 description updated
40-41	Appendix A: Core Table 6 description updated
44-45	Appendix A: Core Table 8 description updated

48-49	Appendix A: Core Table 11 description updated
52-65	Appendix A: Part Two: Threat Specific Tables: New section
66-78	Appendix B: Definitions: Numerous new or revised definitions highlighted throughout