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*"Rummaging in the government's attic"*

Description of document: Lists of Financial Crimes Enforcement Network (FinCEN) Directives and Policies/Directives/SOPs/Handbooks from the FinCEN employee-only Intranet, 2017

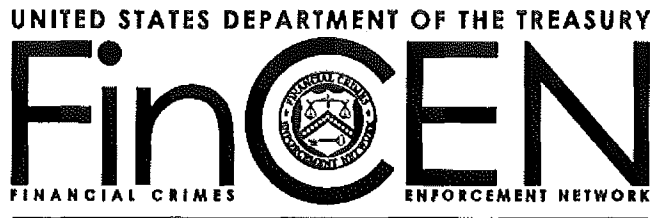
Requested date: 28-July-2017

Released date: 28-August-2017

Posted date: 06-November-2017

Source of document: Freedom of Information Act Request  
Financial Crimes Enforcement Network (Disclosure Office)  
P.O. Box 39  
Vienna, VA 22183  
[Treasury's FOIAonline web portal](#)

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August 28, 2017

Re: FinCEN 17-348-F  
goFOIA# 2017-08-038

This letter responds to your July 28, 2017, Freedom of Information Act request to the Financial Crimes Enforcement Network. We received this request on August 4, 2017 for a copy of:

1. The list of FinCEN directives
2. The listing of FinCEN delegation orders
3. Listing of FinCEN handbooks

Per phone call you stated satisfaction using the FinCEN Intranet as the tool to search for a list of FinCEN handbooks.

We have completed our search and review and found (4) pages responsive to your request. All (4) pages are released to you in full. Note FinCEN combines directives and delegation orders in one list under the title of "FinCEN Directives".

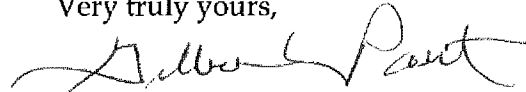
You have the right to file an administrative appeal within 90 days of the date of this letter. By filing an appeal, you preserve your rights under the FOIA and give the agency a chance to review and reconsider your request and the agency's decision. Both the letter and the envelope should be clearly marked "FOIA/PA Appeal" and must include a statement explaining why you believe this decision is in error. If you have any questions, please call me at 703-905-5034.

If you would like to discuss our response before filing an appeal to attempt to resolve your dispute without going through the appeals process, you may contact our FOIA Public Liaison, Mr. Ryan Law for assistance at: FOIA and Transparency, Department of the Treasury, Washington, DC 20220; Phone 202-622-8098; [TreasFOIA@treasury.gov](mailto:TreasFOIA@treasury.gov).

If you are unable to resolve your FOIA dispute through our FOIA Public Liaison, the Office of Government Information Services (OGIS), the Federal FOIA Ombudsman's office, offers mediation services to help resolve disputes between FOIA requesters and the Federal agencies. The contact information for OGIS is:

Office of Government Information Services  
National Archives and Records Administration 8601 Adelphi Road-OGIS  
College Park, MD 20740-6001 202-741-5770  
ogis@nara.gov  
ogis.archives.gov  
877-684-6448  
202-741-5770

Very truly yours,



Gilbert L. Paist  
Disclosure Officer

## **FinCEN Directives**

[Academic Degree Training Program](#)  
[Acceptance of Payment from Non-Federal Sources for Travel Expenses](#)  
[Acquisition Program Cancelled](#)  
[Administrative Grievance System](#)  
[Adverse and Disciplinary Actions with Table of Penalties](#)  
[Alternative Dispute Resolution \(ADR\) Policy](#)  
[Alternative Work Schedule Program](#)  
[Alternative Work Schedule Program - FAQs](#)  
[Appellate Determinations for FOIA and Privacy Act Requests](#)  
[Authority to Approve Travel](#)  
[Authority to Certify Records Filed Pursuant to the Bank Secrecy Act](#)  
[Awards and Recognition Program](#)  
[BSA Data Management](#)  
[Category Rating Under Delegated Examining](#)  
[Conference Planning and Approval](#)  
[Contact and Visits with Foreign Intelligence Agence](#)  
[Contracting Officer's Technical Representative \(COTR\) Program Cancelled](#)  
[Creditable Service for Annual Leave Accrual](#)  
[Delegation for the Designated Accrediting Authorit Cancelled](#)  
[Delegation for the Order of Succession](#)  
[Delegation for Waiving Claims Against FinCEN Employees for Erroneous Payments](#)  
[Delegation of Authority for Property or Services and Interagency Agreements New](#)  
[Delegation of Authority to Associate Director New](#)  
[Delegation of Background Investigation and Suitabi](#)  
[Delegation of Oath Administrators New](#)  
[Delegations for the Intergovernmental Personnel Act \(IPA\) Mobility Program](#)  
[Details to FinCEN SOP](#)  
[EEO Policy Statement](#)  
[Environmental Stewardship at FinCEN](#)  
[Federal Career Intern Program \(FCIP\)](#)  
[FinCEN Directive System New](#)  
[FinCEN Organization](#)  
[FinCEN Use and Dissemination Guidelines](#)  
[Fitness Center Membership Fee Subsidy Program](#)  
[Fitness Center Subsidy FAQs](#)  
[Freedom of Information Act and Privacy Act Program](#)  
[Government Contractor-Issued Travel Charge Cards](#)  
[Harassment Prevention Policy](#)  
[Human Resource Authority Delegation](#)  
[Information Technology Security Program](#)

Information Technology Security Program - Attachment  
Intergovernmental Personnel Act (IPA) Mobility Program  
Intergovernmental Personnel Act (IPA) Mobility Program - SOP  
Internal Collaboration Policy  
Language Training Program  
Leadership Development Program  
Limited Personal Use of Government Information Technology (IT) Resources  
Media Inquiries New  
Merit Staffing Promotion Plan  
Occupant Emergency Evacuation Program  
Outside Employment and Outside Activities  
Paperwork Management: Correspondence Procedures  
Paperwork Management: Forms Management Program New  
Paperwork Management: Forms Management Program - A New  
Paperwork Management: Vital Records Program  
Part-Time Employment Program  
Passport and Visas, Issuance and Control  
Performance Management Program  
Performance Management Program Handbook  
Personnel Entrance Process  
Personnel Security - Credentials Cancelled  
Personnel Security - Employee Country Clearance Procedures  
Personnel Separation Process  
Position Management and Classification  
Position Risk and Sensitivity Designation  
Premium Class Travel  
Processing FinCEN Personnel for SCI  
Procurement Authority Delegation Cancelled  
Professional Liability Insurance  
Public Transportation Benefit Program New  
Reasonable Accommodation Policy and Procedures  
Records Maintenance  
Recruitment Bonuses, Relocation Bonuses and Retent  
Recruitment Bonuses, Relocation Bonuses and Retent  
Recruitment Bonuses, Relocation Bonuses and Retent  
Request for Computer/Network and Telephone Support  
Response to and Notification of the Breach of Personally Identifiable Information  
Review of 314a Cases New  
Speaking Engagement Procedures  
Student Loan Repayment Program  
Student Loan Repayment Program: Processing Form  
Student Loan Repayment Program: Request Form  
Student Loan Repayment Program: Service Agreement

Superior Qualifications Appointments

Technology Review Board

Telework Program

Telework Program: Frequently Asked Questions

Training and Professional Development Program Policy

Training Procurement Policy and Procedures

Travel Policy – Administrative Resource Center (ARC) Travel Guide

Travel, Pay, and Related Benefits for Personnel Assigned Outside the United States

Use of Managed-Attribution Internet Access (“Anonymous Browsing”) New

Use of Reception and Representation Funds New

Visitor Escort Program

Waiver of Claims for Erroneous Payments

**Policies/Directives/SOPs/Handbooks:**

Administrative Grievance System

Adverse and Disciplinary Actions with Table of Penalties

Award and Recognition Program

Employee Leave Handbook

Employee Performance Management Program

Flexible Work Schedule Program

Hiring Procedures

Position Management and Classification

Random Drug Testing

Recruitment Bonuses, Relocation Bonuses, and Retention Allowance

Separation Clearance SOP

Student Loan and Repayment Program

Telework Program

Frequently Asked Questions