



**Homeland  
Security**

Department of Homeland Security Fiscal Year 2014  
Annual Report on Conferences  
January 31, 2015 (Revised July 16, 2015)

The Department of Homeland Security (DHS) is the third largest Federal agency and the largest law enforcement agency in the Federal government. The DHS workforce consists of more than 240,000 individuals including law enforcement agents, officers, active-duty military personnel, and men and women on the frontlines who put their lives at risk every day to protect our country from threats to the homeland, securing our land, air, and maritime borders, enforcing our immigration laws, and responding to natural disasters. These officers, members, and employees are stationed in every state and in more than 75 countries around the world. Training events and workshops are critical to bringing our geographically dispersed workforce together and ensuring that our personnel are fully equipped and prepared to carry out their missions.

In order to execute our missions, and to do so in an efficient and effective manner, DHS offers significant training and technical assistance to state, local, and tribal law enforcement and first responders to build expertise and capabilities across the country. The Homeland Security Act requires the Secretary to coordinate with state and local governments, and the private sector, to ensure adequate planning, equipment, training, and exercise activities. As demonstrated during the response to recent events, including the September California Earthquake, the devastating severe storms, tornadoes and flooding in Mississippi in April, and the unaccompanied children at the Southwest Border, a well-trained cadre of first responders is critical to ensuring an effective response, helping to save lives, and minimize damage. Time and time again, we have also seen the value of our state, local, and tribal law enforcement training in disrupting terrorist plots and other crimes.

In September 2011, the Office Management and Budget (OMB) released a memo instructing agencies to review their conference policies and internal controls to ensure they are appropriate and effective, and requiring Deputy Secretary–approval of all conference activity until the review is complete. In addition, in November 2011, the President signed an Executive Order, “Promoting Efficient Spending,” requiring agencies

to develop plans to ensure efficient spending in several areas, including travel and conferences. In May 2012, OMB released a memo instructing agencies to publish a list of all agency sponsored conferences, where the net expenses exceed \$100,000.

In accordance with this guidance, the Department requires all Agency sponsored conference-related spending above \$100,000 to obtain the Chief of Staff's approval prior to obligating funds.

Components request approval of proposed conferences through their Component Senior Financial Officers via memo to the Chief of Staff. The requests set forth specific cost information, including any proposed travel or meals, and demonstrates how the conference supports the DHS mission. The Chief Financial Officer reviews each proposal against DHS policy and recommends approval or disapproval before forwarding the request to the Chief of Staff for a final decision.

Furthermore, DHS has conference and travel policies and controls to ensure conferences are cost-effective and to ensure conference attendance is driven by critical mission requirements. These include:

- Responsibilities for the CFO and Component Senior Financial Officials.
- Requirements to use government facilities, cost-effective alternatives to commercial facilities, and limiting the number of DHS attendees to conferences – consistent with the Efficiency Review travel guidance.
- The authority to collect conference fees from non-federal participants, including the statutory reporting requirement.
- Requirements to justify, document, and report conference-related expenses.
- Developing guidance for travel approvers to check for actions, such as use of non-contract carriers and deductions of per diem when meals are provided at conferences and reasonableness of expenses requested in the authorization process.

DHS continues to realize cost savings by holding more training events locally and Components and offices continue to increase the use of video teleconferencing in lieu of in person meetings while also strengthening internal management oversight and controls. As responsible stewards of taxpayer dollars, DHS is dedicated to planning and executing DHS conferences as cost-effectively as possible. We continue to monitor training events and workshops across the Department and work with Components and

offices to ensure that all resources are spent responsibly and in support of critical mission requirements.

During the course of the fiscal year, the Department hosted or sponsored 12 conferences where the expense to the Department exceeded \$100,000 per event; these conferences totaled approximately \$1.6 million.

Attached is the Department's Annual Report on Conference Spending over \$100,000. You will find a listing of all conferences where the cost to the Department exceeded \$100,000 per event. The enclosed report contains the following data points for each event—

- The total conference expenses incurred by the Department for the conference.
- The location of the conference.
- The date of the conference.
- An event description.
- An explanation of how the conference advanced the mission of DHS.
- The total number of individuals whose conference expenses were paid by DHS.

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1/31/2015 (Revised 7/16/2015)**

| Component     | Conference Name  | Start Date         | End Date           | Location of Event | Event Description   | Alignment to Department Missions  | Cost of Event (Dollars) | Departmental Sponsored Attendees |
|---------------|--|--------------------|--------------------|-------------------|---|---|-------------------------|----------------------------------|
| 1 CBP         | 2014 Customs-Trade Partnership Against Terrorism (C-TPAT) Conference | August 26, 2014    | August 28, 2014    | San Antonio, TX   | C-TPAT is required by the SAFE Port Act of 2006 to provide training, outreach, and consultation on minimum security criteria requirements and C-TPAT benefits with CBP's trade partners. The conference provided an opportunity for CBP senior managers to address influential members of the trade community, share current views regarding matters involving Homeland Security, and exchange concerns and best practices with trade partners.   | Preventing Terrorism and Enhancing Security   | \$ 147,109              | 1220                             |
| 2 ICE         | National Sheriff's Association                                       | June 20, 2014      | June 25, 2014      | Fort Worth, TX    | The National Sheriffs' Association (NSA) Conference provides a platform for conveying information regarding relevant issues in immigration enforcement. The conference provides an opportunity for all ICE components to strengthen their law enforcement partnerships, which is critical to mission success. The conference features renowned keynote speakers, technical workshops, and an exhibit hall of products and services targeted to the law enforcement community combined with a forum of leaders to foster partnerships and exchange of information and best practices.  | Security and Managing Our Borders. Enforcing and Administering our Immigration Laws   | \$ 108,617              | 48                               |
| 3 USCG        | 15th North Pacific Coast Guard Forum (NPCGF) Summit Meeting          | September 15, 2014 | September 19, 2014 | San Francisco, CA | Coordinate and collaborate activities with international maritime enforcement partners in the Pacific Annual multi-lateral meeting hosted on a rotational basis by the six forum members.   | Preventing Terrorism and Enhancing Security, Securing and Managing our Borders, Ensuring Resilience to Disasters, Providing Essential Support to National and Economic Security | \$ 196,308              | 105                              |
| 4 ICE         | Afghanistan Pakistan Illicit Procurement Network Symposium           | April 28, 2014     | May 2, 2014        | Tampa, FL         | HSI, DoD and DOE/National Nuclear Security Administration (NNSA) aim to prevent hostile nations and illicit procurement networks from illegally obtaining U.S. military products, sensitive technology, dual-use commodities and related services, which may be used against the interest of the United States, international partners and allied countries. This symposium focused on a broad range of administrative, preventive, investigative and other programmatic areas related to export law violations; as well as laws involving military items and controlled dual-use products transshipped to sanctioned or embargoed countries. | Preventing Terrorism and Enhancing Security.  | \$ 131,868              | 98                               |
| 5 I&A         | National Fusion Center Security Liaison Workshop                     | June 10, 2014      | June 12, 2014      | Albuquerque, MN   | The National Fusion Center Security Liaison Workshop ensures that personnel in state and local law enforcement with access to classified information are properly trained in the handling and safeguarding of this sensitive information.   | Preventing Terrorism and Enhancing Security   | \$ 116,492              | 108                              |
| 6 USCG        | 2014 International Oil Spill Conference.xml                          | May 5, 2014        | May 8, 2014        | Savannah, GA      | The IOSC provides a global colloquium for public, government, academia, industry and response organizations to address all aspects of oil spills impacting the environment.   | Ensuring Resilience to Disasters, Providing Essential Support to National and Economic Security   | \$ 179,053              | 98                               |
| 7 S&T         | First Responders Resource Group                                      | June 10, 2014      | June 12, 2014      | Washington, DC    | Strategic Planning  | Ensuring Resilience to Disasters  | \$ 100,471              | 144                              |
| 8 NPPD        | 2014 RSA Security Conference   | February 24, 2014  | February 28, 2014  | San Francisco, CA | The 2014 RSA Conference is an ideal opportunity to reach the largest population of cybersecurity industry professionals enabling senior Department of Homeland Security officials to engage key influencers and decision makers in the public and private sectors.  | Safeguard and Secure cyberspace, Building a Resilient Nation  | \$ 130,941              | 39                               |
| 9 USCG        | 2014 Coast Guard Auxiliary National Training Conference              | January 26, 2014   | February 2, 2014   | St. Louis, MO     | To plan, develop, train and disseminate vital leadership and program information for the conduct of Coast Guard Auxiliary operations and programs throughout 2014.  | Preventing Terrorism and Enhancing Security, Securing and Managing our Borders, Ensuring Resilience to Disasters, Providing Essential Support to National and Economic Security | \$ 143,442              | 115                              |
| 10 USCG       | North Pacific Coast Guard Forum Expert's Meeting                     | March 3, 2014      | March 6, 2014      | Emeryville, CA    | Coordinate and collaborate activities with international maritime enforcement partners in the Pacific Annual multi-lateral meeting hosted on a rotational basis by the six forum members.   | Preventing Terrorism and Enhancing Security, Securing and Managing our Borders, Ensuring Resilience to Disasters, Providing Essential Support to National and Economic Security | \$ 103,136              | 95                               |
| 11 CBP        | East Coast Trade Symposium   | March 6, 2014      | March 7, 2014      | Washington, DC    | CBP's trade outreach event brought together senior managers and executives from the international trade and transportation community, Federal government personnel, foreign government partners, and the press to discuss trade policies, regulations and CBP priorities.   | Securing and Managing Our Borders   | \$ 110,993              | 878                              |
| 12 ICE        | Women in Federal Law Enforcement                                     | August 25, 2014    | August 27, 2014    | Washington, DC    | The vision of WIFLE is to "achieve equity for women in law enforcement by maximizing the benefits of gender diversity." It promotes gender equity through its organization by conducting research, providing consultation, training, awarding scholarships, and by networking with law enforcement, and supportive sponsors. One of the main goals is to serve as a resource for agency officials seeking to improve gender diversity. The current president of WIFLE is ICE employee Janice Ayala, Special Agent in Charge, Homeland Security Investigations, San Antonio, TX  | Preventing Terrorism and Enhancing Security, Securing and Managing our Borders, Providing Essential Support to National and Economic Security                                   | \$ 125,348              | 108                              |
| <b>Total:</b> |  |                    |                    |                   |   |   | <b>\$ 1,593,778</b>     | <b>3,056</b>                     |