

ORGANIZATION OF THE DEPARTMENT OF HOMELAND SECURITY

I. Purpose

This Directive addresses the Department of Homeland Security (DHS) Office of the Secretary and Component Organizations.

II. Scope

- A. This Directive applies throughout DHS.
- B. DHS Management Directive 0000, "Organization of the Secretary of Homeland Security," dated January 24, 2003, is hereby canceled.

III. Authority

Public Law 107-296, "Homeland Security Act of 2002," as amended ("the Act")

IV. Definitions

- A. **Component**: Any organization, which reports directly to the Office of the Secretary (the Secretary, the Deputy Secretary, the Chief of Staff, the Counselors, and their respective staff) when approved as such by the Secretary.
- B. **DHS Headquarters**: (See Support Component).
- C. **Directorate**: Component (operational or support) created and so named by statute.
- D. **Operational Component**: Component with specific centralized program responsibility for directly achieving one or more of the Department's mission activities; generally has authority over its Finance, Human Resources, Information Technology, Procurement, and Security programs.

E. **Subcomponent**: Major division within a Component directly reporting to the Component head.

F. **Support Component**: Component that generally provides specific assistance to other DHS Components and/or external organizations; generally utilizes shared services through Management.

V. Department Organization

A. DHS is organized under the Office of the Secretary with all DHS Components reporting directly to the Office of the Secretary. The Office of the Secretary consists of the Secretary, the Deputy Secretary, the Chief of Staff, the Counselors, and their respective staffs. These personnel are not assigned to any Component.

B. DHS is comprised of the following Operational or Support Components:

Operational:

1. Citizenship and Immigration Services, United States (USCIS)
2. Coast Guard, United States (USCG)
3. Customs and Border Protection, United States (CBP)
4. Federal Emergency Management Agency (FEMA) [Directorate]
5. Immigration and Customs Enforcement, United States (ICE)
6. Secret Service, United States (USSS)
7. Transportation Security Administration (TSA)

Support:

8. Citizenship and Immigration Services Ombudsman (CISOMB)
9. Civil Rights and Civil Liberties, Office for (CRCL)
10. Counternarcotics Enforcement, Office of (CNE)
11. Domestic Nuclear Detection Office (DNDO)
12. Executive Secretariat (ESEC)
13. Federal Law Enforcement Training Center (FLETC)

14. Financial Officer, Chief (CFO)¹
15. General Counsel, Office of the (OGC)
16. Gulf Coast Region, Recovery and Rebuilding of the (GCR)²
17. Health Affairs, Office of (OHA)
18. Inspector General, Office of (OIG)
19. Intelligence and Analysis, Office of (I&A)
20. Legislative Affairs, Office of (OLA)
21. Management (MGMT) [Directorate]
22. Military Advisor's Office (MIL)
23. National Cybersecurity Center (NCSC)
24. National Protection and Programs Directorate (NPPD) [Directorate]
25. Operations Coordination and Planning, Office of (OPS)
26. Policy, Office of (PLCY)
27. Privacy Officer, Chief (PRIV)
28. Public Affairs, Office of (OPA)
29. Science and Technology (S&T) [Directorate]

1 The Chief Financial Officer (CFO) is a dual report to the Secretary for financial management matters and to the Under Secretary for Management.

2 The Recovery and Rebuilding of the Gulf Coast Region (GCR) was established by Executive Order 13390 (November 11, 2005) establishing an "executive agency" as set forth in Section 105 of Title 5 of the United States Code. Executive Order 13463 (April 23, 2008) amends Executive Order 13390 Section 5(iii)(b) by striking out "shall terminate 3 years from the date of this order" and adding "shall terminate February 28, 2009." On February 20, 2009, President Obama amended Executive Order 13390 by striking out "February 28, 2009" and inserting "September 30, 2009." For budgetary purposes and shared mission, the office is within DHS.

VI. Responsibilities and Functions

The organization of DHS is in accordance with the Homeland Security Act, as modified by previous notices to Congress under Section 872 of the Homeland Security Act and by future legislative enactments. All subordinate Components must abide by the organizational structure outlined herein.

A. The **Secretary of Homeland Security**:

1. Appointed by the President, by and with the advice and consent of the Senate, has direction, authority and control over the Department (6 U.S.C. 112); and
2. Approves all new Components and Section 872 changes pursuant to the Homeland Security Act and major organizational changes for those organizations at a level reporting directly to the Secretary.

B. The **Deputy Secretary of Homeland Security**:

1. Is the Secretary's first assistant for the purposes of the Federal Vacancies Reform Act of 1998 (Public Law 105-277, see, 5 U.S.C. Section 3345 *et seq.*) (6 U.S.C. 113(a)(1)); and
2. Approves all Component changes other than those approved by the Secretary.

C. **Component heads** fulfill the responsibilities and functions of the Department, assist the Secretary in exercising duties and responsibilities for mission accomplishment, policy development, resource and financial management, planning, and program evaluation. Specific responsibilities of DHS Component heads are as follows:

Operational:

1. The **Director, United States Citizenship and Immigration Services** oversees lawful immigration to the United States by establishing national immigration services policies and priorities.
2. The **Commandant, United States Coast Guard** protects the public, the environment, and U.S. economic and security interests in any maritime region in which those interests may be at risk, including international waters and America's coasts, ports, and inland waterways and is the head of one of the Nation's five armed forces.

3. The **Commissioner, United States Customs and Border Protection** secures the Nation's borders, while facilitating the flow of legitimate trade and travel, safeguards the Nation's homeland at and beyond its border, enforces U.S. laws and regulations, and executes a priority mission keeping terrorists and terrorist weapons from entering the United States.

4. The **Administrator, Federal Emergency Management Agency** leads and supports the Nation in a risk-based, comprehensive emergency management system of preparedness, protection, response, recovery, and mitigation, to reduce the loss of life and property and protect the Nation from all hazards including natural disasters, acts of terrorism, and other man-made disasters; and is the principal advisor to the President, the Homeland Security Council, and the Secretary for all matters relating to emergency management in the United States.

5. The **Assistant Secretary, United States Immigration and Customs Enforcement** enforces immigration and customs laws and protects the United States against terrorist attacks by identifying criminal activities and eliminating vulnerabilities that pose a threat along our borders, as well as enforcing economic, transportation and infrastructure security.

6. The **Director, United States Secret Service** protects the President and Vice President of the United States, their families, heads of state, and other designated individuals; plans and implements security designs for designated National Special Security Events; investigates violations of laws relating to counterfeiting of obligations and securities of the United States; investigates financial crimes that include, but are not limited to, access device fraud; and investigates computer-based attacks on our nation's financial, banking, and telecommunications infrastructure.

7. The **Assistant Secretary/Administrator, Transportation Security Administration** protects the Nation's transportation systems by ensuring the freedom of movement for people and commerce.

Support:

8. The **Ombudsman, Citizenship and Immigration Services**, assists individuals and employers in resolving problems with the United States Citizenship and Immigration Services.

9. The **Officer for Civil Rights and Civil Liberties** provides operational support, oversight, training, policy and program advice and review to the Department's leadership on civil rights and civil liberties issues, investigates and resolves complaints from the public concerning civil rights and civil liberties abuses or racial, ethnic, or religious profiling, and leads departmental Equal Employment Opportunity programs.

10. The **Director, Office of Counternarcotics Enforcement** coordinates policy and operations within DHS and between DHS and other Federal departments and agencies with respect to: 1) stopping the entry of illegal drugs into the United States; 2) tracking and severing connections between illegal drug trafficking and terrorism; 3) ensuring the adequacy of DHS resources for stopping the entry of illegal drugs into the United States; and 4) acting as the Department's representative on all task forces, committees, or other entities whose purpose is to coordinate the counternarcotics enforcement activities of the Department and other Federal, State or local agencies.

11. The **Director, Domestic Nuclear Detection Office** improves the Nation's capability to detect and report unauthorized attempts to import or use nuclear or radiological material against the Nation.

12. The **Executive Secretariat** supports the Office of the Secretary, with accurate and timely dissemination of information and written communications among DHS Components, and develops, implements and manages business processes for written communications and briefing book materials for the Secretary and Deputy Secretary; and also facilitates and manages communications with Federal partners, the Homeland Security Council, the National Security Council, and other White House Executive Offices.

13. The **Director, Federal Law Enforcement Training Center** provides consolidated interagency law enforcement training, serving various Federal, State, local, tribal, and international law enforcement agencies.

14. The **Chief Financial Officer** oversees all financial management activities relating to the programs and operations of DHS, develops and maintains an integrated agency accounting and financial management system, is responsible for financial reporting and internal controls, and administers the budget, appropriations, and fund expenditures, including having primary responsibility for coordination with the House and Senate appropriations committees.

15. The **General Counsel** is the chief legal officer and final legal authority within the Department, and has the authority to participate in and decide any legal matter within DHS.

16. The **Coordinator of Federal Support for the Recovery and Rebuilding of the Gulf Coast Region** devises a long-term plan for rebuilding the region devastated by Hurricanes Katrina and Rita.

17. The **Assistant Secretary, Office of Health Affairs and Chief Medical Officer** supports and advises the Department on medical issues related to natural disasters, acts of terrorism, and other man-made disasters and coordinates the DHS bio-defense activities, ensuring a unified and integrated approach to medical preparedness and response initiatives.

18. The **Inspector General** serves as an independent and objective inspection, audit, and investigative body to promote effectiveness, efficiency, and economy in the Department of Homeland Security's programs and operations, and to prevent and detect fraud, abuse, mismanagement, and waste in such programs and operations.

19. The **Under Secretary, Office of Intelligence and Analysis** collects, gathers, processes, analyzes, produces, or disseminates intelligence information, including homeland security, terrorism, and weapons of mass destruction information; as a member of the National Intelligence Community he or she serves homeland security customers in Federal, DHS, State, local, tribal organizations and the private sector.

20. The **Assistant Secretary, Office of Legislative Affairs** serves as the Secretary's primary representative to the Legislative Branch; provides strategic advice and planning for Congressional engagement; supports the Chief Financial Officer with respect to the Congressional Appropriations Committees; and acts as the principal coordinator of Department contacts, relations and activities with the Congress, the White House and other departments and agencies for general legislative and Congressional matters.

21. The **Under Secretary, Management** administers the budget; appropriations; fund expenditures; accounting and finance; procurement; acquisition; human resources; enterprise-wide learning and development; personnel; information technology systems; facilities; property; equipment; security for personnel; information technology and communications systems; facilities; property; equipment and other material resources; grants and other assistance management programs; and identification and tracking of performance measurements relating to the responsibilities of DHS.

22. The **Military Advisor to the Secretary** provides counsel to the Secretary and DHS Components in affairs relating to the facilitation, coordination, and execution of policy, procedures, and preparedness activities and operations between DHS and the Department of Defense (DOD).

23. The **Director, National Cybersecurity Center** leads efforts to assess the cross-domain status on the composite state of U.S. cyber networks, systems and infrastructures; fuses critical collaborative information across multiple Federal Government domains; and coordinates critical aspects of national cybersecurity and information sharing.

24. The **Under Secretary, National Protection and Programs Directorate** oversees the safeguarding of critical information systems and high risk critical infrastructure including telecommunications assets; leads the Department's cyber defense programs for the Federal Government and the private sector; facilitates the Department's identity management and biometrics services; coordinates risk management methodologies across the Department; and works with State, local, and private sector partners to identify threats, determine vulnerabilities, and target resources toward the greatest risks.

25. The **Director, Office of Operations Coordination and Planning** integrates departmental and strategic level interagency planning and coordinates DHS operations to effectively conduct joint homeland security operations across Components and mission areas.

26. The **Assistant Secretary, Office of Policy** provides the primary policy formulation and coordination for DHS and provides a centralized, coordinated focus to the development of Department-wide, long-range planning to protect the United States.

27. The **Chief Privacy Officer** ensures that the use of technologies sustain, and do not erode, privacy protections relating to the use, collection, and disclosure of personal information.

28. The **Assistant Secretary, Office of Public Affairs** develops and implements communications strategies for DHS, and advises the Secretary and other DHS officials on how to communicate issues and priorities of public interest most effectively; and directs Federal incident communications activities and coordinates with State, local, tribal, international, and private sector partners to ensure accurate and timely information is provided to the public during a crisis.

29. The **Under Secretary, Science and Technology** establishes, administers, and coordinates the research and development and test and evaluation standards activities for the Department and advises the Secretary on efforts and priorities in support of the Department's missions.

VII. Questions

Address any questions or concerns regarding this Directive to the Office of the Under Secretary for Management.



Janet Napolitano
Secretary of Homeland Security

3-21-09

Date

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