Section 1: Minimum social media requirements
Section 2: Taking social media results and searches a step further
Section 3: Negative social media results

- All ISS usernames and passwords for social media searches are saved in the Social Media folder as "CRS Social Media Passwords.doc"
- Access links to various online resources and internet search tools in the document saved as "ISS Online Resources" in the Social Media folder.
- Additional social media search tips are located in the document "Social Media Search Techniques" in the Social Media folder.

Section 1:
At a minimum, the following procedures are required to uncover social media profiles:

1. Query various name combinations, phone numbers, and email addresses for the subject through the following sites:
   a. **Facebook, Google,** and at least **two** other search engines from the ISS Online Resources document.
2. Access Accurint
   a. Query the subject in Accurint's Virtual Identity Report.
      i. Click on all URLs provided in the Virtual Identity Report that are associated to the subject.
   b. If the subject is a juvenile or no information is returned in public records, also search for relatives and/or current address(es) of that subject through Accurint and/or TLO to find a relative that resides at the subject's address.
      i. If a social media profile is obtained for a relative (mother, father, sibling), thoroughly search the profile (friends list, about section, posts, etc.) in an effort to locate a profile for the individual of interest.
         1. The document **"Social Media Search Techniques"** saved in the Social Media folder provides guidance on searching private social media profiles.
   c. If no profile can be found for the individual of interest, include the relative's social media profile and URL in the report.

Section 2:
If a profile is uncovered, the following procedures are required:

1. If a social media account is uncovered, the URL handle as well as the name/alias provided on the social media account should be searched in **Google, Facebook, Instagram, Twitter, YouTube**, and at least one additional site that has a username search in an effort to uncover additional profiles.

Use the following template to document positive search results. Plug in or take out what parameters were searched in the italicized portion of the template. This information should appear in the beginning of the social media section.

POSITIVE results
- I conducted searches based on the parameters available on each site using the [arrestee, person of interest, decedent, etc] *name(s), DOB(s), SSN(s), email(s), phone(s)* and other various identifiers. The following systems returned results that appear to be relevant: [list websites accessed here]

If profiles are found, the following template should be used in the body of the social media section of the report for every social media site that produced results, as seen below:

- I conducted [website] searches based on [search parameters] and received the following results:
  Facebook URL: https://www.facebook.com/CRS
  **Insert screenshots of any relevant timeline, about section, photos, etc.

- I conducted [website] searches based on [search parameters] and received the following results:
  Instagram URL: https://www.instagram.com/CRS
  **Insert screenshots of the about section, photos, etc.

2. If a photo or video is posted on a social media account where firearms or ammunition is viewable; the account URL, image URL, and screenshot of the image in which a firearm is shown **must be emailed** to the following GRU and Intel members: Cmdr. John Haines, Lt ▓▓▓▓▓▓▓▓, Sgt. ▓▓▓▓▓▓, and Lt. ▓▓▓▓▓▓▓.

If photos on social media reveal firearms or ammunition; the following template should be used under the website URL:

- The account URL, image URL, and screenshot of the image in which a firearm is shown was sent on [DATE] to GRU and Intel for situational awareness.

Section 3:
If no profile is uncovered, the following procedures are required:

1. Access TLO, as TLO tends to provide more phone numbers and email addresses tied to search results. Include or exclude this information in the report based on your judgment as not all information is accurate.
2. If searches have been exhausted, and no relevant social media information has been found; see below on how to document negative results.

In the Possible Social Media section, use the following template to document negative search results. Plug in or take out what parameters were searched in the italicized portion of the template. This information should appear after any positive results or in the beginning of the social media section if no results are returned.

NEGATIVE results
- I conducted searches based on the parameters available on each site using the [arrestee, person of interest, decedent, etc] *name(s), DOB(s), SSN(s), email(s), phone(s)* and other various identifiers. The following systems yielded negative or unrelated results: [list websites accessed here]

A042