

Intel Collection Quick Guide

Civilian Defense Force
National Headquarters



Introduction:

“Every Soldier a Sensor”

In the world of intelligence, collecting intelligence information is the backbone of the intelligence cycle.

Every person on your team, or supporting your cause should be a “sensor” and collect information.

This is a quick guide to help improve the efficiency of collecting intelligence information.

Spot Reports.

The most basic report is a spot report, also called a S.A.L.U.T.E. report.

A spot report is just a simple observation of the who/what/when/where

The mnemonic: SALUTE helps with remembering what should go in a spot report.

Size: How big is the unit observed?

Activity: What are they doing? How are they carrying themselves?

Location: Where are they?

Uniform: What are they wearing?

Time: When were they observed? (or what range of time)

Equipment: What equipment/weapons/packs/radios/vehicles, ect. did they have with them?

Accuracy is extremely important. DO NOT GUESS OR MAKE ASSUMPTIONS! If you see

4 people and hear a few more do not report “about seven people” report “four people seen, plus others heard”.

Spot reports can be greatly enhanced with pictures or video.

Photographs

Photos allow the analysis section to spend time examining the event, where details that may be missed if just written notes are taken.

Keys to good photos:

- Wide shots can get more accurate counts of numbers
- Close ups of radios may show type and frequencies being used
- Close ups of faces, tattoos, and identifying clothing will help in I.D. later on.
- You may need to over expose if the subjects are wearing predominantly black, in order to see more detail.
- Notes or context of the photos will help... what are we looking at in the photo.

Video

Videos can help with large or moving groups and can help pan to get size of groups.

Try to keep video cameras relatively still, or use slow pans, so more detail can be seen.

Interviews

When attending protests, marches, etc... often a lot of information can be gathered if you approach as a friendly interviewer. It may be necessary to make up a publication that the subjects might support.

Questions to ask:

- What is your name?
- Why are you here?
- How did you find about this event?
- Who is in charge?
- How many friends came with you?
- What is your next event?
- What do you hope to accomplish, or what message do you want people to take away
- Ask about any equipment (radios, guns) and training (be subtle)

This all helps put a better picture together

Conclusion

These quick tips can help get better intelligence, faster, and with less effort

Remember, every soldier is a sensor