“The mission of the Atlanta HIDTA Program is to achieve measurable success in improving public safety and well-being by disrupting and dismantling drug trafficking and money laundering organizations through intelligence-driven multi-jurisdictional operations; to enhance the safety and effectiveness of law enforcement operations through training; and to improve communication and information sharing among criminal justice, drug prevention, and drug treatment professionals in support of the objectives of the Office of National Drug Control Policy.”
Administrator Contact Information

Atlanta HIDTA
763 Juniper Street
Atlanta, GA 30308
404-815-5559

decofliction@atlantahidta.org

SSG Wayne Browne - 404-569-0810
wbrowne@atlantahidta.org

MSgt Clarence Burgess - 404-569-7084
cburgess@atlantahidta.org
Connecting to SAFETNet

- **Step 1**: http://www.atlantahidta.org/
- **Step 2**: Select Deconfliction Tab
- **Step 3**: Log-in with username/password

**NOTICE:** PLEASE DO NOT ENTER TEST RECORDS
What is SAFETNet?

- A comprehensive suite of applications to deconflict Event and Target Data.
- Secure Internet based application.
- Deconfliction prevents similar (conflicting) events and targets between law enforcement agencies.
- Event Deconfliction increases officer safety by comparing similar events around the same time and location as your event.
- Target Deconfliction provides case development and communication by pointing to similar targets worked by other agencies.
- Provides a method of sharing and gaining case information from other agencies. Builds cases through communication.
What is SAFETNet?

Maintains security of case information. Works as a pointer system for similar information. Case details are not transmitted; only contact information.

Seamless connectivity through National Virtual Pointer System (NVPS) to other HIDTA SAFETNets, RISS Network and DEA’s NDPIX for Person Targets.

Automatic Messaging and immediate conflict alerts to both agents/agencies.

Open to any law enforcement agency in the Georgia and North Carolina areas.

Open to all types of law enforcement investigations. Narcotics, Burglary, Missing Persons, Kidnapping, Homicide, Traffic, Vice, Assault, Juvenile, Theft, Gangs, Cold Cases, Sex Offenders, Violent Crimes, Financial Crimes.
User Levels

“Level 1” is for all Agents to enter and maintain event and target information.

“Level 2” is for Supervisors and Agency Group Users who can monitor or enter event and target information when the Agent is out in the field. The Agency Supervisor User can enter events/targets for the Group’s Agents.
Edit Account

Use the EDIT ACCOUNT feature at the Main Page to check your account information and make any changes or updates.

Remember that the correct contact information (address, email, phone/cell/pager numbers) is VERY IMPORTANT.
After logging into SAFETNet, the MAIN PAGE will have the following selections on the toolbar.

• **Events** – Event Deconfliction
• **Targets** – Target Deconfliction
• **Query** – Create reports of events/targets entries for monthly reports.
• **Edit Account** – Keep your user information up-to-date and change password.
• **Logoff** – Manually log-off of SAFETNet system.
• **Help** – Program Help Screens

**Important!**
Please allow Pop-Up windows in Internet Explorer for the SAFETNet website.
Select the Events button from the toolbar and select **Create New Event**.

Or you can edit an event number that has or has not expired.
**Entering an Event**

- **Agency Event #** - Case number, agency event number. (Ops Plan, Case Number, Badge number, etc.)
- **Event Type** – Surveillance, arrest, search warrant, drug buy/sell, controlled delivery, etc.
- **Date/Time** – Date and time of event. Click the button next to the Date to select from a calendar. Time is recorded as military standard (00 hours through 23 hours.)

A period of time for surveillance can be entered using the *Date Range button.*
Optional Information (middle area) – Use this area to record details of drug buys or sells. The remarks field can record comments regarding surveillance locations or a requesting agent’s name. This section is optional and is not required.

Location – Location, Address or Latitude/Longitude. The location can be entered by Intersection (cross streets), Address or Latitude/Longitude.

Events are compared for conflict within the following parameters for Urban and Rural Events:

Urban - 12 hours before and after the scheduled time(s), proximity of 0.10 miles
Rural - 12 hours before and after the scheduled time(s), proximity of 0.25 miles
**Entering an Event**

**Verify Location**

- When the event definition fields are completed, select the "Verify Location" button. If you entered the information in the Intersection or Address fields you should get a pop-up window (Geocode Addresses) **displaying the results of the search.** If more than one address is listed and displays on the map, choose the address location closest to your event location. Click the appropriate number from the list of addresses found.

- Some addresses (apartments or intersections) may result in multiple Geocode Address possibilities. Since Event Deconfliction is based on a radius to a location, you can probably choose the first choice on the list.

*Please remember to wait for the map to update. This may take a few seconds.*

After you have successfully verified the location a green star will appear on the map at the location you specified.
Address Hints

If the Geocode Address list is blank, try making changes to your search.

- Remove any periods or commas from the address (490 N Elm St). Check the spelling of the address.
- Try removing the Dr, St, Ave or Blvd from the search.
- Try spelling-out some words. (St Charles; Saint Charles, Highway 90)
- Try combining two-word names. (La Place; Laplace)
- Try removing the prefix from addresses (instead of N. Causeway Blvd., try Causeway)
- If the address is still not found or if the location doesn’t have an address, such as an Interstate location, you can use the “Pick” feature to manually identify the location of the event. Exit out of the Geocode Addresses window if it is still open.
Manual Location Selection (Pick)

You can manually select a location on the map if the address can’t be found or the location doesn’t have an address (example: Interstate exit.)

To manually select the location on the map, use the Zoom, Pan and Pick controls of the map.

- **Zoom in** 2X, 4X or 8X
- **Zoom out** 2X, 4X or 8X
- **Pan** on the visible map to move the map in that direction.
- **Use Pick** and then click on the map to select the approximate spot for the event.

Reminder: A location must always be verified and marked with a green star before submitting the event.
Enter an Event

Submit the Event

After the location is verified, you must “Submit the Event” to enter it in the system. The details of the event, along with a unique event ID number, are displayed on the following screen. This number is the Event ID by which events are identified in conflict reports.

Print this page for your records or case file.
Event Conflict Notification

- A warning message in red text will appear along the top of the screen and one or more phone numbers are displayed near the bottom to call for information on the conflict. (see image)

- A call and/or email is sent to both agencies associated with the events in conflict.

- The program automatically sends a page if a pager is listed.

When you receive a conflict, please call the conflicting agency IMMEDIATELY. If you are unable to contact the conflicting agent, call Atlanta HIDTA Deconfliction at 404-815-5559. They will be able to assist in contacting the conflicting agency.
Editing a Current (unexpired) Event

- Select the Enter/Edit button from the tool bar.
- Enter the Event ID # in the “Event ID #” box and click the “Select for Edit” button. You should already have this number from a previously entered event. You can also select an event from the List Events button.
- Make any required changes using the same rules as above and resubmit by clicking the “Submit Event” button.
- Click the “Cancel Event” button if you wish to cancel the event.
Query – Events (Reports)

The Query button on the SAFETNet Navigation Menu allows you to search all of the events you have entered. Supervisors will be able to search events other agents within their agency has entered. You may search on Agency Item Number, User Name, Event Type, Drug Type, City, Address, Cross Street, City, State, Zip Code, Dates and Event Status. When completing a search by location, **YOU MUST** use the Geocode address that was used when initially submitting the event.

To display specific information about an event from the Query Results, click the ID number of the event, which appears as a link.

To create a report of your list of events, click the Report button below the list of events. This will generate an Adobe PDF file of at least 2 pages. The first page is a map of the event locations and the following pages are a text-only listing of the events. This report can be saved or printed.
SAFETNet is capable of identifying similar targets of interest and reporting conflicts with other agencies. It works as a pointer system that will not reveal any of your case information. It provides only contact information where the data is located.

Enter the Targets Database by selecting TARGETS from the top-right of the page.
Entering Targets in the Target Database Targets of investigations can be entered into SAFETNet and maintained. Using the TARGETS tab located at the top of the Main page, you can choose the Target type from the left side of the page.

Select + Add Target to enter the Target info.
Entering a Target

Enter the Target information and hit Save to save the Target in the database. Check the bottom of the screen for any current Target matches. (See Target Conflicts on next page.) The Target will be active in the system for two years. During target inquiries, targets are compared and given a score based on similar fields. Exact matches on a field are given the highest field score. Partial matches will receive a partial field score. The score is calculated and given a total Target score. Target scores above the matching threshold score will result in a conflict.

Targets can be updated or modified as you gain more information. Use the green checkmark to edit or view a target. Each Target will be given an expiration date of two years from the date of entry/update. During that “Active” period, any inquiry through SAFETNet or NVPS that is similar to the target will create a conflict notification.

After a Target has expired, it will remain in your Target list and can be reactivated if needed.
## Entering a Target

### Target Types and Data Fields

<table>
<thead>
<tr>
<th>Person</th>
<th>Vehicle</th>
<th>Weapon</th>
<th>Phone</th>
<th>Address</th>
<th>Business</th>
<th>Internet</th>
</tr>
</thead>
<tbody>
<tr>
<td>Agency Case #</td>
<td>Agency Case #</td>
<td>Agency Case #</td>
<td>Agency Case #</td>
<td>Agency Case #</td>
<td>Agency Case #</td>
<td>Agency Case #</td>
</tr>
<tr>
<td>Last Name</td>
<td>License</td>
<td>Caliber</td>
<td>Phone Type</td>
<td>Address</td>
<td>Business Name</td>
<td>Screen Name</td>
</tr>
<tr>
<td>First Name</td>
<td>License State</td>
<td>Weapon Type (NCIC Code)</td>
<td>Country</td>
<td>Apartment Number</td>
<td>Address</td>
<td>Email Name</td>
</tr>
<tr>
<td>Middle Name</td>
<td>License Expiration</td>
<td>Manufacturer (NCIC Code)</td>
<td>Area Code</td>
<td>City</td>
<td>Address</td>
<td>Email Domain</td>
</tr>
<tr>
<td>Moniker or Alias</td>
<td>License Type (NCIC Code)</td>
<td>Model</td>
<td>Number</td>
<td>State</td>
<td>State</td>
<td>Domain Name</td>
</tr>
<tr>
<td>Gang Affiliation</td>
<td>VIN</td>
<td>Serial Number</td>
<td>Extension</td>
<td>Zip Code</td>
<td>City</td>
<td>IP Address</td>
</tr>
<tr>
<td>Gender</td>
<td>Make (NCIC Code)</td>
<td>Finish (NCIC Code)</td>
<td>PIN</td>
<td>Notes</td>
<td>State</td>
<td>Internet Service</td>
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<tr>
<td>Race</td>
<td>Model (NCIC Code)</td>
<td>Owner Name</td>
<td>Owner Name</td>
<td>Notes</td>
<td>Owner Name</td>
<td>Provider</td>
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<tr>
<td>Date of Birth</td>
<td>Model Year</td>
<td>Notes</td>
<td>Notes</td>
<td>Notes</td>
<td>Notes</td>
<td>Owner Name</td>
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<tr>
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</table>
SAFETNet Target Conflicts that currently match your target will display on the bottom of the screen and provide contact information for the other agency.

Target conflicts will also result in an email to the user and conflicting agent.

Please contact the agent to discuss the case information immediately.

<table>
<thead>
<tr>
<th>Target ID</th>
<th>Case #</th>
<th>First Name</th>
<th>Middle Name</th>
<th>Last Name</th>
<th>Moniker</th>
<th>DOB</th>
<th>Address</th>
<th>City</th>
<th>State</th>
<th>Zipcode</th>
<th>SSH</th>
<th>State ID</th>
<th>State ID</th>
<th>FBI ID</th>
<th>Agent Name</th>
<th>Agent Email</th>
<th>Agent Phone</th>
<th>Agent Email</th>
<th>Agency Name</th>
<th>Agency Contact</th>
</tr>
</thead>
</table>
TARGET CONFLICTS

If a target creates a conflict from another agency within the two year period, an email containing contact information will be sent to both users.

Please Note: A valid email address is required to receive result notifications from SAFETNet.
Deconfliction is a 24 hour, 365 day operation. We are available to assist you at anytime. Please do not hesitate to call if you have login issues, trouble with the system or are out in the field and do not have access to the internet.

Deconflictions should be conducted 24hrs prior operation start time, unless circumstances exist that do not warrant a time limit.
Administrator Contact Information

Atlanta HIDTA
763 Juniper Street
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