

From: Mindy Landau *EDO*
 To: Richard Barrett; William Reckley *NR*
 Date: Tue, Oct 23, 2001 2:43 PM
 Subject: Re: Public release of newly generated technical information

EDO
release { Rich, please do not give out any of this information yet! It is **draft** and I have not yet received the ok from all the senior managers...!!! When it is final, we will issue a network announcement.

>>> Richard Barrett 10/23/01 02:36PM >>> *NR*
 Bill:

NR
release { My section chiefs and I have been thinking about how to handle new technical information, such as SEs, that are generated by the staff on an ongoing basis. We thought it might be good for tech branches, especially the risk branch, to assess each new product and make a determination regarding public release. That way, DLPM or other project groups would have guidance on how to handle it.

Attached is an assessment form which I put together. The idea would be for the tech branch to attach this form to each SE that we generate. Projects would then be alerted to the need to address the subject of public release.

The general categories conform to the draft guidance for web removal, but each tech branch could generate more detailed guidance in their own area of specialty.

Would this be helpful?

--Rich Barrett

CC: F. Mark Reinhart; Mark Rubin

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