

EDO Principal Correspondence Control

FROM: DUE: 11/15/10

EDO CONTROL: G20100597  
DOC DT: 09/13/10  
FINAL REPLY:

William J. Bosanko  
Information Security Oversight Office  
National Archives and Records Administration

TO:

Sr. Agency Officials

FOR SIGNATURE OF :

\*\* GRN \*\*

CRC NO:

Wiggins, NSIR

DESC:

ROUTING:

Implementation Update and Plan and Review of  
Agency Implementing Regulations - Summary of  
Agency's Implementation Efforts  
(EDATS: OEDO-2010-0778)

Borchardt  
Weber  
Virgilio  
Ash  
Mamish  
OGC/GC  
Merzke, OEDO

DATE: 09/21/10

ASSIGNED TO:

CONTACT:

NSIR

Wiggins

SPECIAL INSTRUCTIONS OR REMARKS:

Ref. WITS: 201000019, G20100596 and G20100598.  
Please prepare response to #2 of the attached memo  
from ISSO by November 15, 2010.

Template: EDO-017

E-RIDS: EDO-01

# EDATS

Electronic Document and Action Tracking System

**EDATS Number:** OEDO-2010-0778

**Source:** OEDO

## General Information

**Assigned To:** NSIR

**OEDO Due Date:** 11/15/2010 11:00 PM

**Other Assignees:**

**SECY Due Date:** NONE

**Subject:** Implementation Update and Plan and Review of Agency Implementing Regulations - Summary of Agency's Implementation Efforts

**Description:** \

**CC Routing:** OGC

**ADAMS Accession Numbers - Incoming:** NONE

**Response/Package:** NONE

## Other Information

**Cross Reference Number:** G20100597

**Staff Initiated:** NO

**Related Task:** OEDO-2010-0521, OEDO-2010-0779

**Recurring Item:** NO

**File Routing:** EDATS

**Agency Lesson Learned:** NO

**OEDO Monthly Report Item:** NO

## Process Information

**Action Type:** Letter

**Priority:** Medium

**Sensitivity:** None

**Signature Level:** NSIR

**Urgency:** NO

**Approval Level:** No Approval Required

**OEDO Concurrence:** NO

**OCM Concurrence:** NO

**OCA Concurrence:** NO

**Special Instructions:** Ref. WITS: 201000019, G20100596 and G20100598. Please prepare response to #2 of the attached memo from ISOO by November 15, 2010.

## Document Information

**Originator Name:** William J. Bosanko

**Date of Incoming:** 9/13/2010

**Originating Organization:** Information Security Oversight Office, National Archives and Records Administration

**Document Received by OEDO Date:** 9/21/2010

**Addressee:** Senior Agency Officials

**Date Response Requested by Originator:** NONE

**Incoming Task Received:** Memo



# Information Security Oversight Office

National Archives and Records Administration

700 Pennsylvania Avenue, NW

Washington, DC 20408-0001



September 13, 2010

**Memorandum for:** Senior Agency Officials Designated under Section 5.4(d) of Executive Order 13526, "Classified National Security Information"

**From:** William J. Bosanko, Director

**Subject:** Request for Implementation Update and Plan and Review of Agency Implementing Regulations

With the issuance on December 29, 2009 of Executive Order 13526, "Classified National Security Information," (the Order) and the issuance of the revised 32 C.F.R. Part 2001 (the Directive) on June 25, 2010, executive branch agencies are required to take actions to implement the changes in national policy prescribed by the Order and the Directive. Under the Order, the Information Security Oversight Office (ISOO) is responsible for overseeing the agencies' implementation of the Order and the Directive.

By memorandum of December 29, 2009, the President directed you, as your agency's senior agency official designated under section 5.4(d) of the Order, to provide ISOO with "updates concerning agency plans and other actions to implement the requirements" and directed agencies to issue regulations implementing the Order in final form within 180 days of ISOO's publication of the Directive. The President also required that ISOO publish periodic status reports on agency implementation. As such, and in accordance with section 5.2(b)(4) of the Order, please provide the following:

1. A copy of your agency's draft revised implementing regulation (or other significant issuance intended to comply with section 5.4(d)(2) of the Order). Section 5.2(b)(3) of the Order requires that ISOO review and approve agency implementation regulations prior to their issuance to ensure consistency with the Order and the Directive. ISOO staff will conduct a preliminary review of draft agency regulations and provide recommendations, as necessary, within a week of receipt. As agencies must issue their regulations in final form no later than December 22, 2010, drafts should be provided as soon as possible and no later than October 29, 2010.
2. A summary of your agency's implementation efforts (highlighting accomplishments) through the end of Fiscal Year 2010. See No. 3, below, for suggested content. Please provide this as soon as possible after the end of the Fiscal Year and no later than November 15, 2010. This may be submitted as a supplement to your Standard Form 311 submission.

3. Your plan for achieving full implementation (noting interim target dates). Please provide this information no later than November 30, 2010. Plans should detail, at a minimum, the following areas:
  - a. Updating component or local issuances implementing the Order, the Directive, and agency-issued regulations.
  - b. Updating classification guides issued by your agency, to include the means by which the requirement to incorporate original classification decisions will be met.
  - c. Conducting an initial "Fundamental Classification Guidance Review" under section 1.9 of the Order for those agencies with original classification authority.
  - d. Updating security education and training program content and, if appropriate, providing required training to original classification authorities and derivative classifiers.
  - e. Conducting self-inspections, to include the regular review of a representative sample of your agency's original and derivative classification actions.
  - f. Compliance with section 5.4(d)(7) of the Order to ensure that personnel that work with classified information are held accountable.
  - g. Establishing a secure capability to receive information, allegations, or complaints regarding over-classification or incorrect classification and to provide guidance to personnel on proper classification as needed. See section 5.4(d)(10) of the Order.
  - h. Updating electronic marking tools and document templates to reflect changed or new requirements, such as the identification of persons who apply derivative classification markings.

I appreciate your cooperation and your personal commitment to this initiative, which furthers the President's goals for greater openness while protecting legitimate national security interests. Please contact either William Cira, Associate Director, at 202-357-5323, Greg Pannoni, Associate Director, at 202-357-5047, or me at 202-357-5205, if you have any questions.