



# Office of Classification

**C**lassification

**T**raining

**I**nstitute

**March 2013**

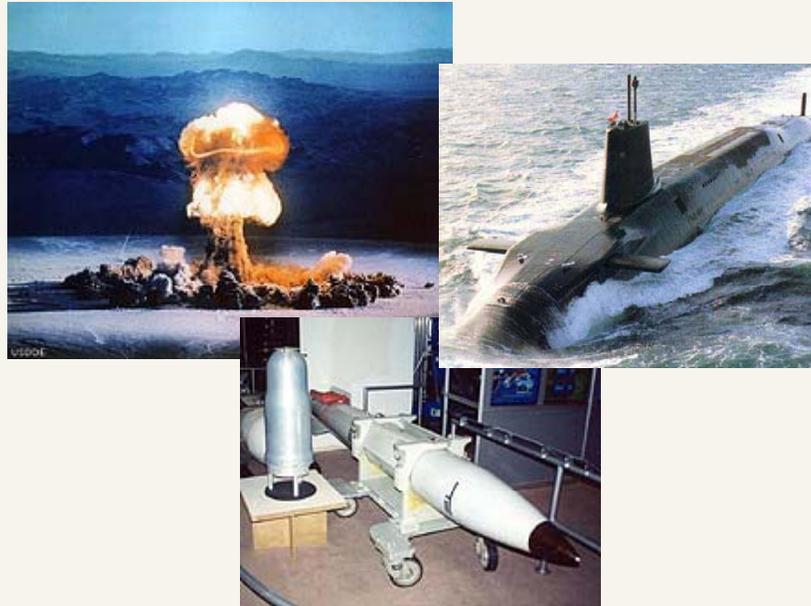
# The RD Classifiers Course

- This briefing provides the training required by 10 CFR part 1045 for persons who classify documents containing RD and FRD.
- This course does not cover technical information or classification guidance specific information.
- Completion of this course does not authorize you to classify documents containing RD/FRD. You must follow your agency's procedures to obtain RD Classification authority.





# Restricted Data Classifiers Course



This presentation does not contain classified information.  
All markings in this presentation are for training purposes only.

# Government-Wide Policies for Restricted Data/ Formerly Restricted Data

10 Code of Federal Regulations (CFR) Part 1045, *Nuclear Classification and Declassification*, implements the Atomic Energy Act and ensures consistent application of Restricted Data (RD) and Formerly Restricted Data (FRD) policies and procedures throughout the Government.

## **ATOMIC ENERGY ACT OF 1954**

**Public Law 83-703  
68 Stat. 919**

**August 30, 1954**



**federal register**

Wednesday  
December 31, 1997

### **Part X**

Department of  
Energy

Office of the Secretary

10 CFR Part 1045  
Nuclear Classification and  
Declassification: Final Rule

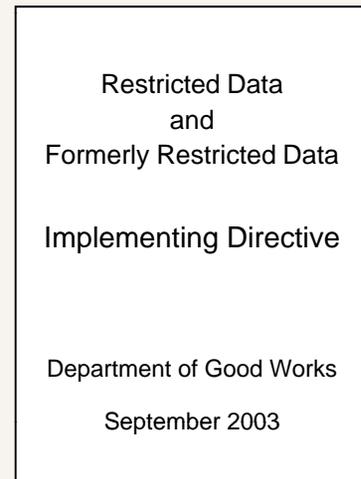
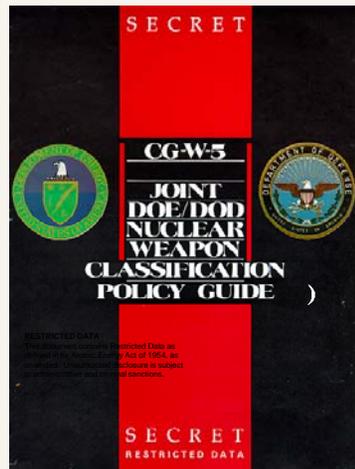
# Limitations

- RD classification authority does not authorize a person to declassify documents containing RD or FRD or identify RD or FRD to prepare a redacted version of a document.
- RD Classifiers may only classify documents in areas in which they have programmatic expertise.

**Note: Only designated individuals within the DoD (Office of the ASD(NCB)) may declassify documents marked as FRD (see DoD Instruction 5210.02).**

# In Addition . . .

- RD Classifiers should have access to appropriate guidance and know how to use it.
- To become an RD Classifier, a person must be designated according to the procedures established by their agency.



Markings are for training purposes only.

# Contents

- A. Fundamentals
- B. 10 CFR Part 1045
- C. Classification
- D. Classification Markings
- E. Declassification
- F. Other Considerations

# Module A

## Fundamentals

# Module A Objectives

Be able to:

- Define classification
- State the purpose of classification
- Identify authorities for classification
- Identify classification categories
- Identify roles of various agencies
- Identify classification levels
- Apply the "Precedence Rule"
- Identify classification abbreviations

# What is Classification?

- Classification is the process of *identifying* the information that must be protected against unauthorized disclosure in the interest of national security.
- Security, in contrast, determines how to protect the information after it has been classified.



Unless the information that needs protection is properly identified, the "guns, guards, and gates" cannot protect it.

# Why is Classification Important?

- Classification is a vital aspect of our national security.
- By classifying vital information, we can prevent access by potential enemies while allowing access by our managers, scientists, engineers, and legislators (those with a need to know).



# What are the Authorities for Classification?



- Executive Order (E.O.) 13526, Classified National Security Information
  - Issued by the President
  - Applies only to the Executive Branch

- Atomic Energy Act of 1954 (Restricted Data, Formerly Restricted Data, Transclassified Foreign Nuclear Information)
  - Law passed by Congress
  - Applies to everyone in the United States

# Knowledge Check

Select the correct term from below to complete this sentence.

Classification is the process of \_\_\_\_\_ the information that must be protected against unauthorized disclosure.

- developing
- accessing
- identifying
- safeguarding
- downgrading

# Knowledge Check - Answer

Select the correct term from below to complete this sentence.

Classification is the process of \_\_\_\_\_ the information that must be protected against unauthorized disclosure.

- developing
- accessing
- **identifying**
- safeguarding
- downgrading



# What is National Security Information (NSI)?

Information pertaining to the national defense or foreign relations of the United States that has been properly classified in accordance with an E.O. (currently E.O. 13526)



# What is Restricted Data?

The Atomic Energy Act defines “Restricted Data” as all data concerning

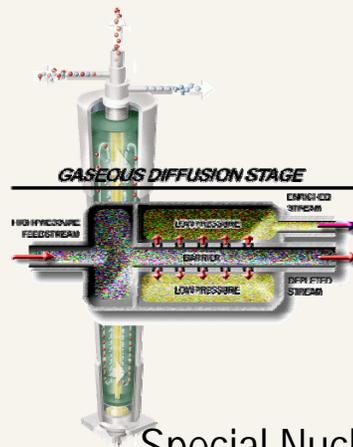
- 1) Design, Manufacture, or Utilization of Atomic Weapons;
- 2) Production of Special Nuclear Material (e.g., plutonium, enriched uranium); or
- 3) Use of Special Nuclear Material in the Production of Energy;

**but does not include data declassified or removed from the Restricted Data category (Formerly Restricted Data and Transclassified Foreign Nuclear Information).**

# What are Examples of Restricted Data?



Nuclear Weapon  
Design and Testing



Special Nuclear  
Material Production  
(e.g., uranium  
enrichment)



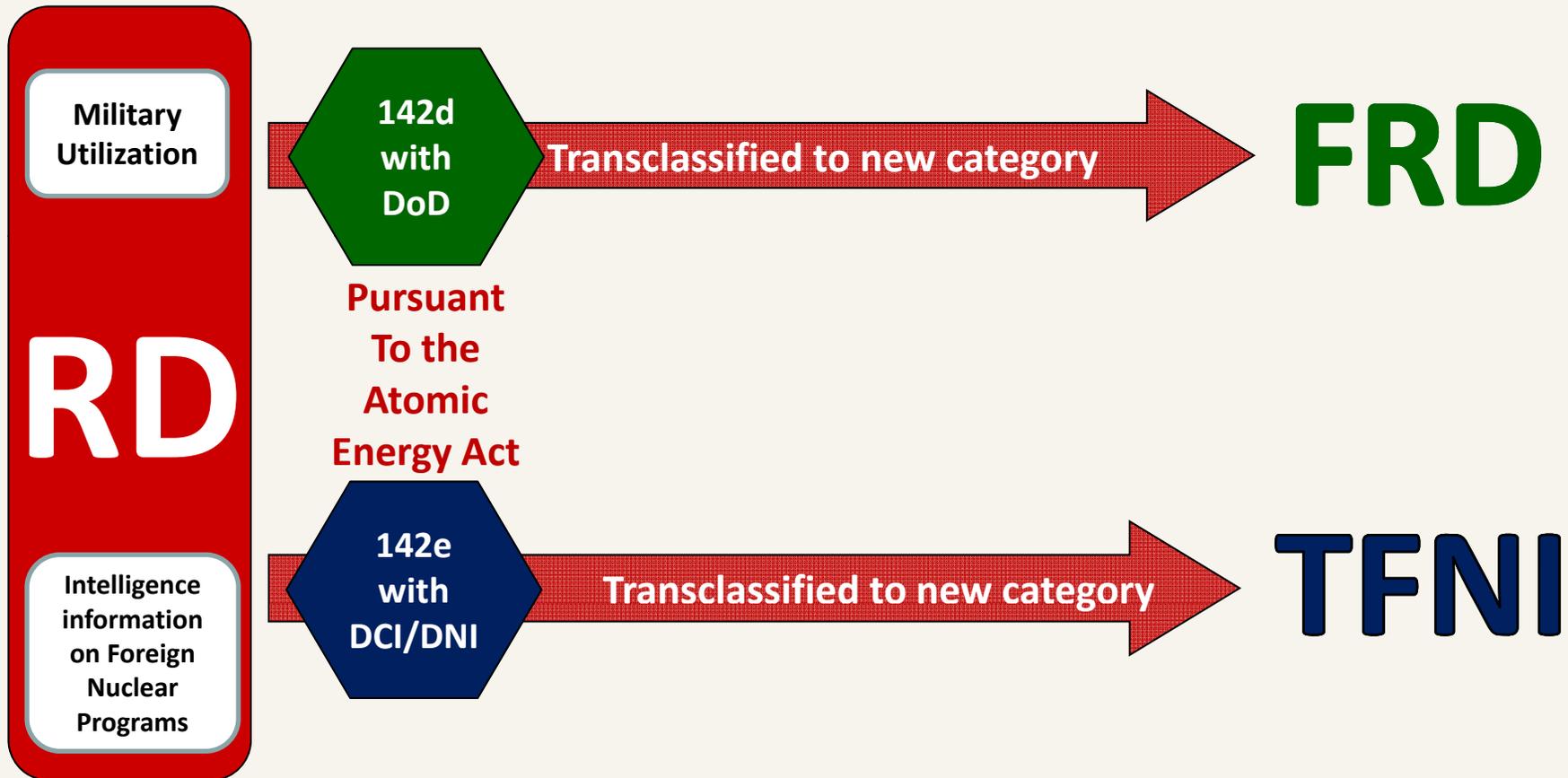
Naval Nuclear  
Propulsion

# Transclassification

- RD does not include data declassified or removed from the Restricted Data category pursuant to section 142 of the Atomic Energy Act.
- The process of removing information from the RD category under Section 142 of the Atomic Energy Act is referred to as

**TRANSClassIFICATION**

# Transclassification Actions



# What is Formerly Restricted Data?

- Information classified under the Atomic Energy Act of 1954 that has been removed from the RD category and placed in the FRD category after DOE and the Department of Defense (DoD) have jointly determined that it:
  - relates primarily to the military utilization of atomic weapons **and**
  - can be adequately safeguarded in a manner similar to National Security Information.\*



Don't misunderstand the term "Formerly" to mean that the information is no longer classified.

**IT IS STILL CLASSIFIED.**

\*FRD is not automatically declassified, is treated as RD in foreign transmission, and requires special markings

# What are Examples of Formerly Restricted Data?



Nuclear Weapon  
Stockpile  
Quantities



Nuclear Weapon Safety  
and Storage



Nuclear Weapon  
Yields



Locations of Nuclear  
Weapons (past and  
present)

# Agency Roles

**RD/  
TFNI**



DOE has sole responsibility for identifying RD and declassifying RD and TFNI

**FRD**



DOE and DoD share responsibility for identifying and declassifying FRD

**TFNI**



DOE and DNI share responsibility for identifying TFNI

**NSI**



All Government agencies specified by the President classify and declassify their own NSI



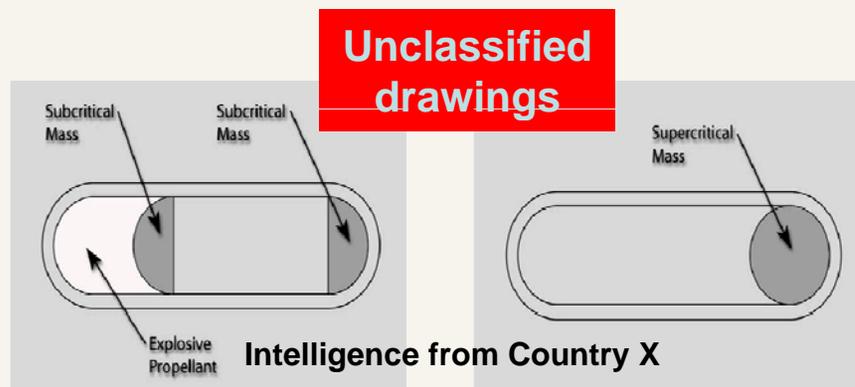
# What is Transclassified Foreign Nuclear Information?



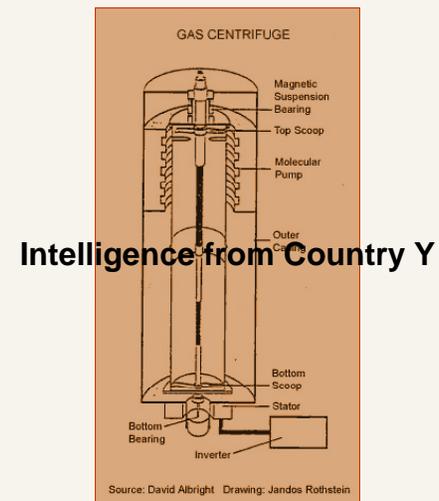
- Information that the DOE and the Director of National Intelligence jointly determine to remove from the RD category if it
  - concerns the atomic energy programs of other nations **and**
  - can be adequately safeguarded in a manner similar to National Security Information.

**Additional information concerning Transclassified Foreign Nuclear Information (TFNI) is found in E.O. 13526, 32 CFR 2001, and ISOO Notice 2011-02.**

# What are Examples of TFNI?



Information on foreign nuclear weapons programs



Information on foreign nuclear material production

This information would be RD, but has been removed from the RD category so that it may be shared within the intelligence community. However, if analyzed by the U.S., it may again be RD because of value added, or possible comparison with U.S. nuclear information.

# Transclassified Foreign Nuclear Information

- Applies to intelligence information from all sources
- Comparable U.S. information would be RD or FRD (design-related FRD only)
- Could be RD if information is analyzed - refer to qualified reviewer
- Not subject to automatic declassification – declassified only when comparable U.S. information is declassified by the Secretary of Energy
- Special marking instructions apply

# Knowledge Check

Match the classification category to the corresponding information.

National  
Security  
Information

Restricted Data

Formerly  
Restricted Data

Source of Authority	Category	Definition	Agency Roles
Atomic Energy Act of 1954	A	Design or manufacture of nuclear weapons	DOE sole authority
	B	Military utilization of nuclear weapons	Joint DOE and DoD authority
Executive Order 13526	C	Information pertaining to national security, classified in accordance with Executive order	Each agency has authority

# Knowledge Check - Answer

Match the classification category to the corresponding information.

National  
Security  
Information

Restricted Data

Formerly  
Restricted Data

Source of Authority	Category	Definition	Agency Roles
Atomic Energy Act of 1954	A <b>Restricted Data</b>	Design or manufacture of nuclear weapons	DOE sole authority
	B <b>Formerly Restricted Data</b>	Military utilization of nuclear weapons	Joint DOE and DoD authority
Executive Order 13526	C <b>National Security information</b>	Information pertaining to national security, classified in accordance with Executive order	Each agency has authority

# Levels of Classification

The classification level indicates the degree of damage that could result to the national security if the information were disclosed. For NSI, an original classifier identifies the degree of damage when making an original classification determination. For RD, the Director, Office of Classification identifies the degree of damage. These determinations are promulgated in guidance. RD Classifiers use the level indicated in classification guidance when classifying a document.



**Top Secret** - Information whose unauthorized disclosure could reasonably be expected to cause EXCEPTIONALLY GRAVE DAMAGE to the national security.

**Secret** - Information whose unauthorized disclosure could reasonably be expected to cause SERIOUS DAMAGE to the national security.

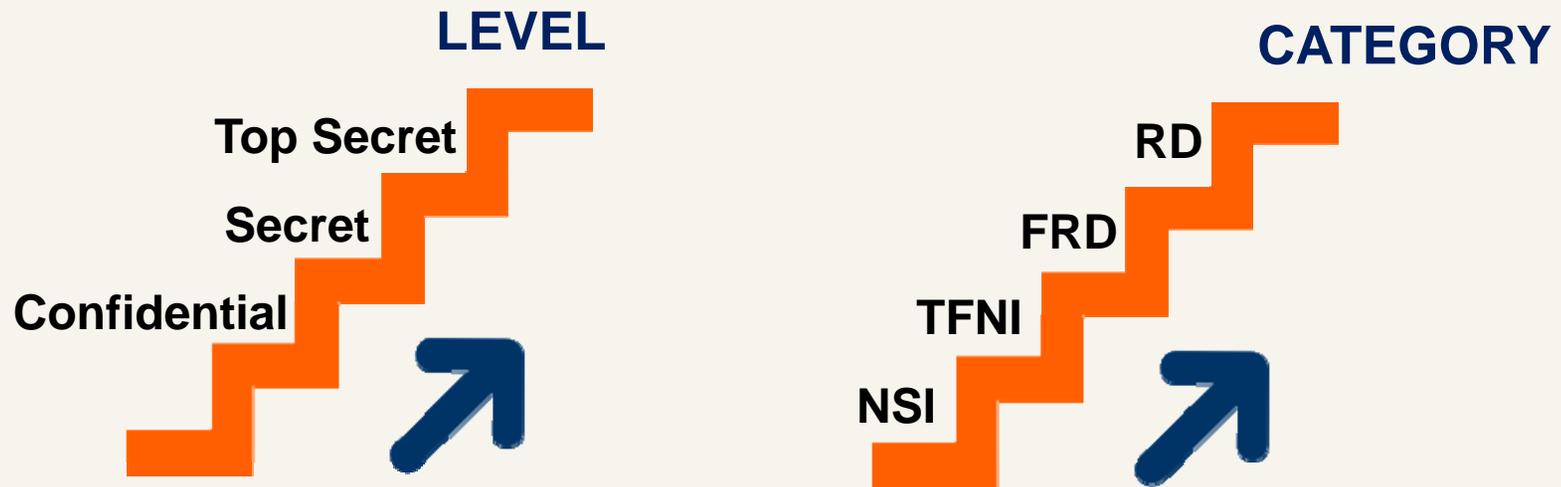
**Confidential-**

RD/FRD - Information whose unauthorized disclosure could reasonably be expected to cause UNDUE RISK to the common defense and security.

NSI - Information whose unauthorized disclosure could reasonably be expected to cause DAMAGE to the national security.

Markings are for training purposes only.

# Precedence Rule



- The overall classification of a document (or page of a document) is the highest level and most restrictive category of information in that document (or on that page of a document).
- For example: TSNSI + CRD = TSRD



# Knowledge Check - Answer

Match the appropriate cover sheet to the correct sensitivity of the information the document would contain.



Unauthorized disclosure could reasonably be expected to cause **EXCEPTIONALLY GRAVE DAMAGE** to the national security



Unauthorized disclosure could reasonably be expected to cause **DAMAGE** to the national security



Unauthorized disclosure could reasonably be expected to cause **SERIOUS DAMAGE** to the national security

Markings are for training purposes only.

# Knowledge Check

Suppose a document contains *Confidential/Restricted Data* information as well as *Secret/National Security Information* and *Secret/Formerly Restricted Data* Information. What is the overall classification of the document?

- o Confidential/Restricted Data (C/RD)
- o Secret/National Security Information (S/NSI)
- o Secret/Restricted Data (S/RD)
- o Secret/Formerly Restricted Data (S/FRD)

# Knowledge Check - Answer

Suppose a document contains *Confidential/Restricted Data* information as well as *Secret/National Security Information* and *Secret/Formerly Restricted Data* Information. What is the overall classification of the document?

- o Confidential/Restricted Data (C/RD)
- o Secret/National Security Information (S/NSI)
- o **Secret/Restricted Data (S/RD)**
- o Secret/Formerly Restricted Data (S/FRD)

# Abbreviations

Top Secret	Restricted Data	- TSRD
	Formerly Restricted Data	- TSFRD
	Transclassified Foreign Nuclear Information	- TSTFNI
	National Security Information	- TS
Secret	Restricted Data	- SRD
	Formerly Restricted Data	- SFRD
	Transclassified Foreign Nuclear Information	- STFNI
	National Security Information	- S
Confidential	Restricted Data	- CRD
	Formerly Restricted Data	- CFRD
	Transclassified Foreign Nuclear Information	- CTFNI
	National Security Information	- C

**Note:** The use of a "-", "/" or "/" between the level and category is acceptable (e.g., S-RD, S/RD, or S//RD etc.)

# Knowledge Check

Match the classification to an acceptable abbreviation

- |   |           |
|---|-----------|
| 1. Top Secret Restricted Data           | a. S      |
| 2. Secret Formerly Restricted Data      | b. TS/RD  |
| 3. Secret National Security Information | c. S//FRD |

# Knowledge Check - Answer

Match the classification to an acceptable abbreviation

- |   |           |
|---|-----------|
| 1. Top Secret Restricted Data           | a. S      |
| 2. Secret Formerly Restricted Data      | b. TS/RD  |
| 3. Secret National Security Information | c. S//FRD |
- 
- ```
graph LR; 1[1. Top Secret Restricted Data] --> b[b. TS/RD]; 2[2. Secret Formerly Restricted Data] --> c[c. S//FRD]; 3[3. Secret National Security Information] --> a[a. S];
```

# Module A

## Exercises

# Exercise

Which of the following is NOT a classification category?

- Restricted Data (RD)
- National Security Information (NSI)
- Formerly Restricted Data (FRD)
- For Official Use Only (OUO)

# Exercise - Answer

Which of the following is NOT a classification category?

- Restricted Data (RD)
- National Security Information (NSI)
- Formerly Restricted Data (FRD)
- For Official Use Only (OUO)**

# Exercise

Select the correct term from below to complete this sentence.

Restricted Data (RD) is the \_\_\_\_\_.

- joint responsibility of DOE and DoD
- joint responsibility of DOE and the President
- sole responsibility of DoD
- sole responsibility of DOE

# Exercise

Select the correct term from below to complete this sentence.

Restricted Data (RD) is the \_\_\_\_\_.

- joint responsibility of DOE and DoD
- joint responsibility of DOE and the President
- sole responsibility of DoD
- **sole responsibility of DOE**

# Exercise

Select the correct term from below to complete this sentence.

\_\_\_\_\_ is the classification level of a document containing information that the unauthorized disclosure of could reasonably be expected to cause serious damage to national security.

- Secret
- Confidential
- Top Secret
- Restricted

# Exercise - Answer

Select the correct term from below to complete this sentence.

\_\_\_\_\_ is the classification level of a document containing information that the unauthorized disclosure of could reasonably be expected to cause serious damage to national security.

- **Secret**
- Confidential
- Top Secret
- Restricted

# Exercise

Based on the "Precedence Rule," a document containing Secret National Security Information and Confidential Formerly Restricted Data would be classified as:

- Confidential National Security Information
- Secret Formerly Restricted Data
- Secret National Security Information
- Confidential Formerly Restricted Data
- None of the above

# Exercise - Answer

Based on the "Precedence Rule," a document containing Secret National Security Information and Confidential Formerly Restricted Data would be classified as:

- Confidential National Security Information
- Secret Formerly Restricted Data**
- Secret National Security Information
- Confidential Formerly Restricted Data
- None of the above

# Module A Summary

In this module we discussed:

- Definition and purpose of classification
- Authorities for classification
- Categories and levels of classified information
- Agency roles
- "Precedence Rule"
- Abbreviations used in classification

# Module B

## 10 CFR Part 1045, *Nuclear Classification and Declassification*

# Module B Objectives

- **Instructional Goal:**

Understand the responsibilities and requirements of 10 CFR part 1045

- **Instructional Objectives:**

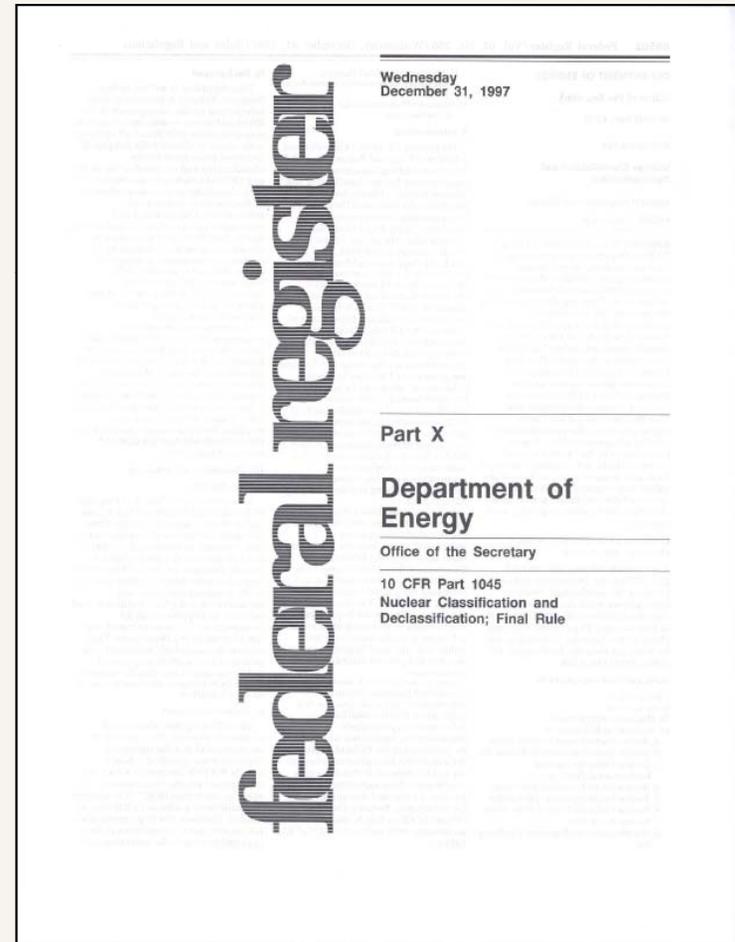
Be able to identify the following:

- Purpose of 10 CFR part 1045 and to whom its provisions apply
- Responsibilities under 10 CFR part 1045
- Prohibitions to classifying RD or FRD

# Purpose

## 10 CFR part 1045

- Establishes Government-wide policies for implementing the Atomic Energy Act
- Ensures consistent implementation of RD and FRD policies and procedures throughout the Government



# Knowledge Check

Select the correct term from below to complete this sentence.

10 CFR part 1045 was developed to ensure  
\_\_\_\_\_ of RD and FRD requirements  
throughout the Government.

- excess regulation
- consistent implementation
- effective use
- differing controls

# Knowledge Check - Answer

Select the correct term from below to complete this sentence.

10 CFR part 1045 was developed to ensure  
\_\_\_\_\_ of RD and FRD requirements  
throughout the Government.

- excess regulation
- **consistent implementation**
- effective use
- differing controls

# Applicability

Unlike E.O.13526 (which applies only to Executive Branch agencies), 10 CFR part 1045 applies to ANY PERSON who might generate information that is determined to be RD or FRD.



**"Any Person"** means:

- (1) any individual, contractor, corporation, partnership, firm, association, trust, estate, public or private institution, group, Government agency, any State, or any political subdivision thereof, or any political entity within a State and
- (2) any legal successor, representative, agent, or agency of the foregoing.

# Overall Responsibilities



The DOE Director of the Office of Classification has overall responsibility for managing the RD and FRD classification and declassification system.



DOE and DoD share the responsibility for determining what information is FRD.



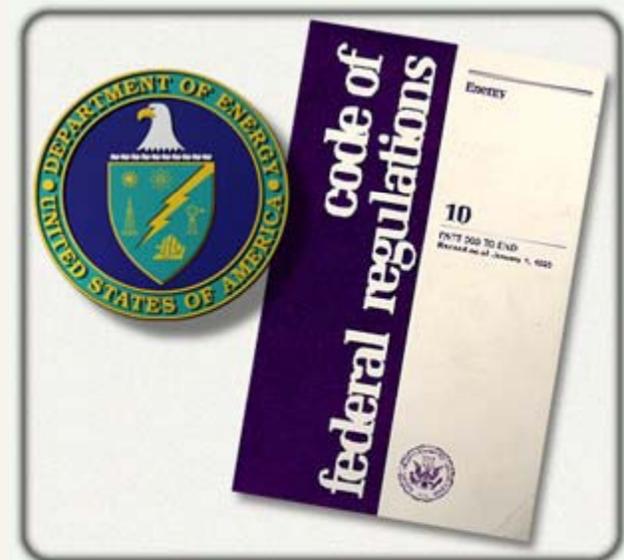
DOE and DNI share the responsibility for determining what information is TFNI.



All agencies with access to RD and FRD have certain responsibilities.

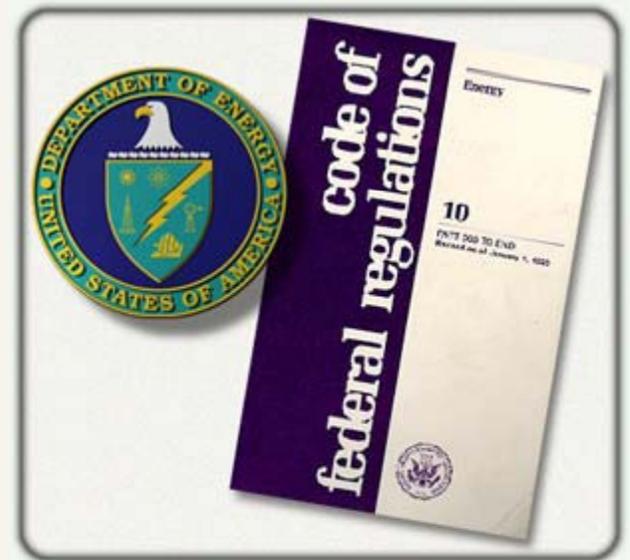
# DOE Responsibilities

- Determine what new information is RD
- Determine whether RD may be declassified
- Determine what information can be removed from the RD category and placed in the FRD category in consultation with DoD
- Determine whether FRD may be declassified in consultation with DoD
- Manage and oversee Government-wide implementation of the RD and FRD classification and declassification system to ensure that agencies' programs comply with the regulation
- Assist agencies in complying with the regulation
- Conduct on-site reviews of other agencies, as requested



# DOE Responsibilities (continued)

- Review procedures developed by other agencies to implement the requirements of 10 CFR part 1045
- Establish a standing group of RD Management Officials
- Prepare classification guides that cover RD and FRD
- Review classification guides developed by other agencies to ensure that the RD and FRD topics are consistent with DOE guidance
- Develop training material related to implementation of 10 CFR part 1045
- Review training material developed by other agencies to ensure that it is consistent with current policy
- Review documents forwarded by other agencies that have been requested under the Freedom of Information Act (FOIA) and that may contain or are marked as RD and FRD



# Agency Responsibilities

- Ensure the proper classification of documents that contain RD and FRD
- Appoint an RD Management Official
- Promulgate implementing directives



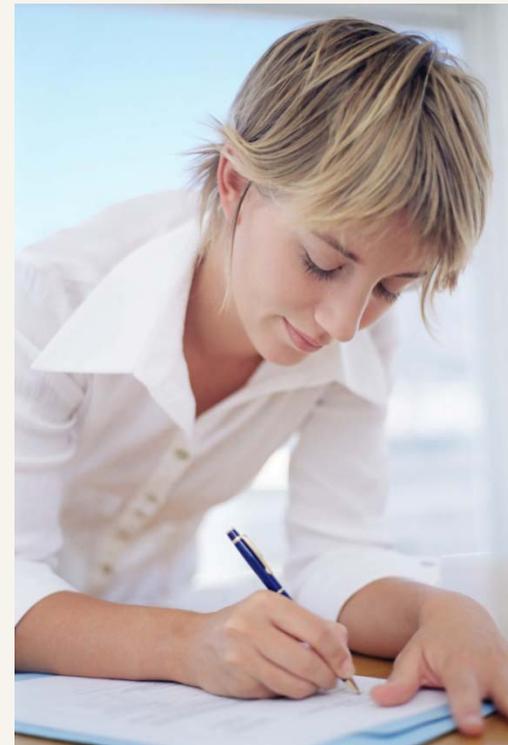
# RD Management Official Responsibilities

- Serve as the primary point of contact for coordination with the DOE
- Ensure classification guides for programs over which both agencies have cognizance are developed by or coordinated with DOE
- Ensure persons with access to RD and FRD information and persons who classify RD and FRD documents are appropriately trained
- Ensure RD Classifiers are designated when necessary
- Ensure that RD Classifiers have access to the classification guides they need and know how to use them



# RD Classifiers

- Make determinations on whether documents are classified as RD or FRD
- Restrict decisions to subject area(s) in which they have programmatic expertise
- Base decisions on joint DOE/agency classification guides or source documents if use of classification guides is not practical
- Upgrade the classification level (e.g., from C to S) of RD or FRD documents
- Downgrade the classification level (e.g., from TS to S) of RD or FRD documents



# RD Classifier Prohibitions

## RD Classifiers:

- **Cannot** declassify or redact RD documents
- Within DoD, only designated individuals within the DoD (Office of the ASD(NCB)) may declassify documents marked as FRD



**Note:** Declassification includes removing RD or FRD markings from a document. Even if there is a guide topic, a DOE Declassifier is the only person authorized to remove RD markings from a document.

# RD Classifier Prohibitions

RD Classifiers **cannot** review documents in an RD or FRD subject area intended for public release



**Note:** Documents intended for public release in an RD subject area must be sent to DOE for review and documents intended for public release in an FRD subject area must be sent to DOE or DoD for review.

# Knowledge Check

Match the individual/organization with the item that falls under their responsibilities as outlined in 10 CFR part 1045.

- |                          |                                                                                     |                            |
|--------------------------|-------------------------------------------------------------------------------------|----------------------------|
| <input type="checkbox"/> | 1. Manage and oversee Government-wide implementation of 10 CFR part 1045            | a. DOE                     |
| <input type="checkbox"/> | 2. Appoint an RD Management Official                                                | b. RD Classifiers          |
| <input type="checkbox"/> | 3. Make determinations on whether documents or material are classified as RD or FRD | c. RD Management Officials |
| <input type="checkbox"/> | 4. Serve as the primary point of contact for coordination with the DOE              | d. Other agencies          |

# Knowledge Check - Answer

Match the individual/organization with the item that falls under their responsibilities as outlined in 10 CFR part 1045.

- |           |                                                                                     |                            |
|-----------|-------------------------------------------------------------------------------------|----------------------------|
| <b>a.</b> | 1. Manage and oversee Government-wide implementation of 10 CFR part 1045            | a. DOE                     |
| <b>d.</b> | 2. Appoint an RD Management Official                                                | b. RD Classifiers          |
| <b>b.</b> | 3. Make determinations on whether documents or material are classified as RD or FRD | c. RD Management Officials |
| <b>c.</b> | 4. Serve as the primary point of contact for coordination with the DOE              | d. Other agencies          |

# Classification Prohibitions

In no case shall documents be classified RD or FRD solely for any of the purposes listed below:

- Conceal violations of law, inefficiency, or administrative error
- Prevent embarrassment to a person, organization, or agency
- Restrain competition
- Prevent or delay the release of information that does not require protection for national security or nonproliferation reasons



# Classification Prohibitions (continued)

Additionally, in no case shall documents be classified RD or FRD solely for any of the purposes listed below:

- Unduly restrict dissemination by assigning an improper classification level
- Prevent or delay the release of information bearing on the physical environment or public or worker health and safety



# Training Requirements

- Persons with access to RD and FRD information must be trained on:
  - authorities required to classify and declassify RD and FRD information and documents and
  - handling procedures.
- RD Classifiers must be trained on the authorities and **procedures** for classifying, declassifying, marking, and handling RD and FRD information and documents.



# No Comment Policy

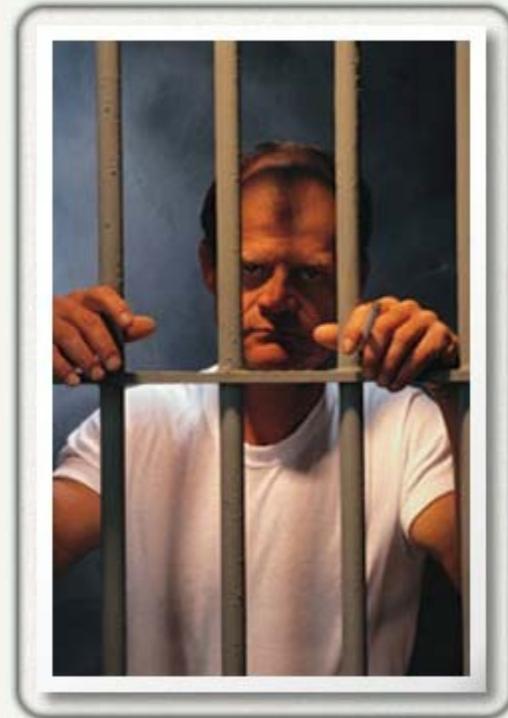
- If RD or FRD is inadvertently released into the public domain authorized holders of RD and FRD must not confirm or expand upon the classification status or technical accuracy of classified information in the public domain.
- Unauthorized disclosure of classified information does not automatically result in the declassification of that information.



If you find RD or FRD is in the public domain, notify the DOE Office of Security Assistance (301) 903-3767 through secure means.

# Sanctions

- Knowing, willful, or negligent actions contrary to the requirements of the regulation that result in the misclassification of information could result in penalties ranging from administrative sanction to civil and/or criminal penalties.
- Other violations of the regulation's policies and procedures may be grounds for administrative sanctions.



# Module B

## Exercises

# Exercise

Select the term that best matches the following definition.

Establishes the policies and procedures to implement the requirements of the Atomic Energy Act of 1954.

- 10 CFR part 2001
- 10 CFR part 1045
- Executive Order 13526
- "No Comment" policy

# Exercise - Answer

Select the term that best matches the following definition.

Establishes the policies and procedures to implement the requirements of the Atomic Energy Act of 1954.

- 10 CFR part 2001
- 10 CFR part 1045**
- Executive Order 13526
- "No Comment" policy

# Exercise

10 CFR part 1045 applies to:

- any person who might generate information or documents determined to be RD or FRD.
- any agency with access to RD or FRD.
- any person with authorized access to RD or FRD.
- All of the above

# Exercise - Answer

10 CFR part 1045 applies to:

- o any person who might generate information or documents determined to be RD or FRD.
- o any agency with access to RD or FRD.
- o any person with authorized access to RD or FRD.
- o **All of the above**

# Exercise

Select the correct term from below to complete this sentence.

The individual responsible to make determinations on whether documents or material are classified as RD or FRD is the

\_\_\_\_\_.

- Restricted Data Classifier
- Restricted Data Management Official
- DOE Director of the Office of Health, Safety and Security
- DOE Director of the Office of Classification
- All of the above

# Exercise - Answer

Select the correct term from below to complete this sentence.

The individual responsible to make determinations on whether documents or material are classified as RD or FRD is the

\_\_\_\_\_.

- **Restricted Data Classifier**
- Restricted Data Management Official
- DOE Director of the Office of Health, Safety and Security
- DOE Director of the Office of Classification
- All of the above

# Exercise

Select the correct term from below to complete this sentence.

Restricted Data Classifiers must be trained on the procedures for \_\_\_\_\_ RD and FRD information and documents.

- marking
- handling
- classifying and declassifying
- All of the above

# Exercise - Answer

Select the correct term from below to complete this sentence.

Restricted Data Classifiers must be trained on the procedures for \_\_\_\_\_ RD and FRD information and documents.

- marking
- handling
- classifying and declassifying
- All of the above**

# Exercise

Select the term that best matches the following definition.

Specifies that authorized holders of RD and FRD shall not confirm or expand upon the classification status or technical accuracy of classified information in the public domain.

- Challenge procedures
- "No Comment" policy
- Sanctions
- Prohibitions

# Exercise - Answer

Select the term that best matches the following definition.

Specifies that authorized holders of RD and FRD shall not confirm or expand upon the classification status or technical accuracy of classified information in the public domain.

- Challenge procedures
- "No Comment" policy**
- Sanctions
- Prohibitions

# Exercise

The possible sanctions for knowing, willful, or negligent actions that are contrary to the requirements of the regulation and result in misclassification of RD or FRD information are:

- o civil penalties.
- o administrative sanctions.
- o criminal penalties.
- o All of the above

# Exercise - Answer

The possible sanctions for knowing, willful, or negligent actions that are contrary to the requirements of the regulation and result in misclassification of RD or FRD information are:

- civil penalties.
- administrative sanctions.
- criminal penalties.
- All of the above**

# Module B Summary

In this module we discussed:

- The purpose of 10 CFR part 1045
- The applicability of 10 CFR part 1045
- The responsibilities of agencies/individuals
- Other provisions, including
  - prohibitions
  - training requirements
  - no comment policy
  - sanctions

# Module C

## Classification

# Module C Objectives

- **Instructional Goal:**

Know the procedures that must be followed to ensure the proper classification of documents containing RD or FRD to include the use of classification guides.

- **Instructional Objectives:**

Be able to identify the following:

- Information
- Documents
- Initial classification decisions
- Derivative classification decisions
- Process by which documents containing RD and FRD are classified
- Challenge procedures

# Additional Objectives

Be able to identify the following:

- Qualifications required for agency personnel to classify RD and FRD documents
- Classification guides, including what they are, how they are developed, their format, and how they are applied
- How a source document is used to determine classification of derived information
- Process of classification by association or compilation
- Process to be followed in the absence of classification guidance

**This module does not contain classified information.  
Classification markings are for training purposes only.**

# Information versus Documents

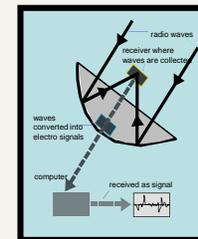
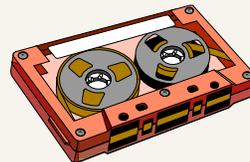
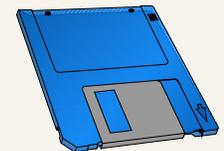
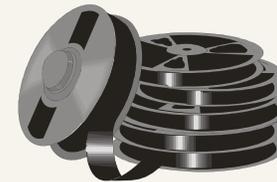
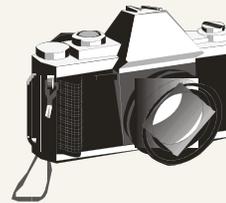


- Information refers to the facts, data, or knowledge itself, regardless of form.
- A document conveys information. A document can be ANY media, not just paper, that conveys information.

# Documents

Documents can take many different forms such as:

- Videos
- Movies
- Photographs
- Electronic media
- Drawings
- Books
- Written material



# Initial Classification

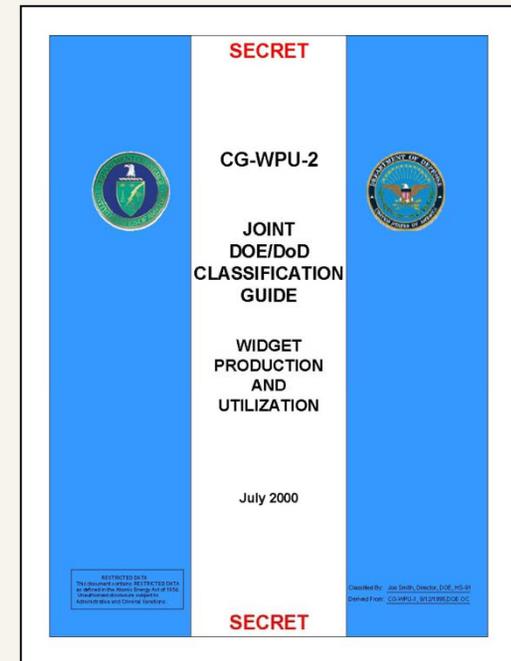
- NSI requires positive action by an original classifier to determine that new information is classified.
- For RD, the DOE Director, Office of Classification, must make an initial determination that the information meets the RD definition and criteria in 10 CFR part 1045 and promulgates those determinations in classification guidance.

# Initial versus Derivative Classification



Initial classification is a decision that new information meets the criteria of the Atomic Energy Act of 1954 and must be protected.

Derivative classification is a decision that a document is classified based on a classification guide or source document.



Markings are for training purposes only.

# Derivative Classification of RD and FRD Documents

- If a person believes a document contains information that may be RD or FRD (e.g., in an RD or FRD subject area), the document must be submitted to an RD Classifier for review
- RD Classifiers must make a classification determination using
  - Classification guidance, or
  - Source documents, if the use of classification guidance is not practical
  - If guidance does not exist, the RD Classifier must consult the RD Management Official
- **ANY** classification of an RD/FRD document requires an RD Classifier, including
  - Marking a new document RD/FRD based on a classification guide topic
  - Marking a new document RD/FRD because the information in it is taken from a source document marked RD/FRD

# RD Classifiers

- RD Classifiers include:
  - Individuals designated by position or name as RD Classifiers
  - Any military or Federal civilian employee within DoD with access to RD and FRD who has been trained as required by 10 CFR 1045.35



**NOTE:** Any person in contractor organizations with access to RD and FRD, including DoD contractors, must be designated as RD Classifiers in order to classify documents containing RD.

# RD Classifier Limitations

- RD Classifier authority cannot be delegated
- RD Classifier authority is granted to a specific individual or a specific position, except for Federal employees in DoD
- Most RD Classifiers cannot review documents that contain RD or FRD for public release
- RD Classifiers cannot declassify RD documents unless specifically delegated this separate and specific authority by DOE
- RD Classifiers cannot declassify FRD documents unless specifically delegated this separate and specific authority by DOE or DoD
- All RD and FRD classification decisions must be based on classification guides, or if use of a classification guide is not practical, on a source document

# Classification Review Prior to Public Release

- Any person with authorized access to RD or FRD who generates a document intended for public release in an RD or FRD subject area shall ensure that it is reviewed for classification.
  - Documents in an RD subject area must be submitted to DOE for review.\*
  - Documents in an FRD subject area must be submitted to DOE and/or DoD.\*



**\*Even if an RD Classifier has reviewed the document and does not believe it contains RD or FRD!**



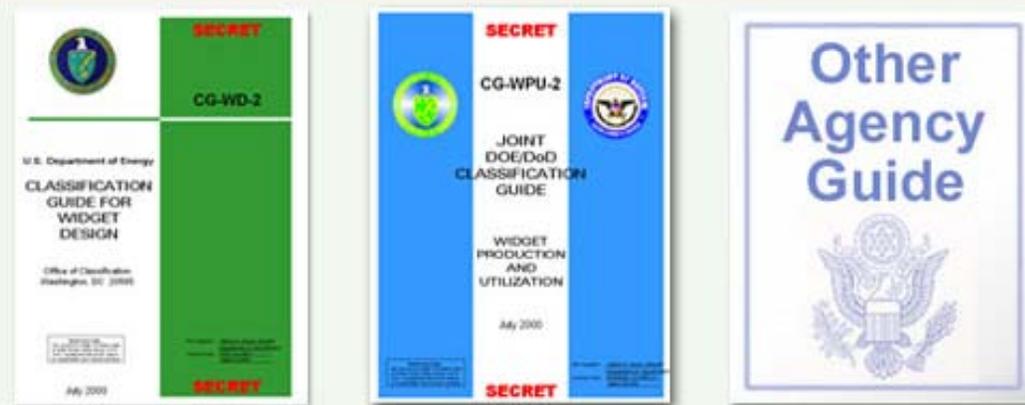
# Classification Guides

- Classification guides offer not only detailed lists of what is classified and the level and category, but also, for clarification, what is unclassified.
- Classification guides are published according to subject matter.



# Classification Guides (continued)

- Classification guides concerning RD and FRD can be issued by DOE, jointly by DOE and other agencies, or by other agencies.



- If another agency guide contains RD or FRD topics, the guide must be coordinated with the DOE Office of Classification to ensure it is consistent with current DOE policy.

# The Index of DOE Classification Guidance

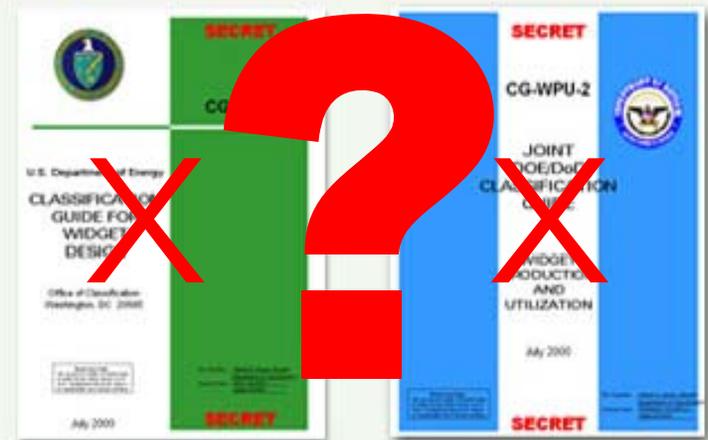
- The Index of DOE Classification Guidance provides a list of DOE classified and controlled information guidance publications.
- The Index is published twice a year, in January and July. Indexes that are more than six months old are considered out of date and should not be used.

|                                                                                                                                                                                                                                                            |                          |                                                                       |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------|-----------------------------------------------------------------------|
|                                                                                                                                                                         | <b>OFFICIAL USE ONLY</b> |                                                                       |
|                                                                                                                                                                                                                                                            | <b>INDEX-XX-XX</b>       |                                                                       |
| <b>INDEX OF DOE<br/>CLASSIFICATION<br/>GUIDANCE</b>                                                                                                                                                                                                        | <b>Section A</b>         | <b>Introduction and<br/>General Information</b>                       |
|                                                                                                                                                                                                                                                            | <b>Section B</b>         | <b>Headquarters<br/>Classification Guides</b>                         |
|                                                                                                                                                                                                                                                            | <b>Section C</b>         | <b>Unclassified Controlled<br/>Nuclear Information<br/>Guidelines</b> |
|                                                                                                                                                                                                                                                            | <b>Section D</b>         | <b>Bulletins</b>                                                      |
|                                                                                                                                                                                                                                                            | <b>Section E</b>         | <b>Classification Guidance<br/>Issued Since Last<br/>Index</b>        |
|                                                                                                                                                                                                                                                            | <b>Section F</b>         | <b>Summary of Superseded<br/>or Rescinded<br/>Guidance</b>            |
|                                                                                                                                                                                                                                                            | <b>Section G</b>         | <b>Local Classification<br/>Guides</b>                                |
| <b>January XXXX</b>                                                                                                                                                                                                                                        |                          |                                                                       |
| U.S. DEPARTMENT OF ENERGY<br>Office of Classification<br>Washington, DC 20585                                                                                                                                                                              |                          |                                                                       |
| <small>OFFICIAL USE ONLY<br/>May be exempt from public release under the<br/>Freedom of Information Act (5 U.S.C. 552),<br/>exemption number and category: 7, Law<br/>Enforcement. Department of Energy review<br/>required before public release.</small> |                          |                                                                       |
| <small>Name/Org: Edith A. Chalk, HS-62<br/>Date: January 23, 2012<br/>Guidance (if applicable): _____</small>                                                                                                                                              |                          |                                                                       |
|                                                                                                                                                                                                                                                            | <b>OFFICIAL USE ONLY</b> |                                                                       |

Markings are for training purposes only.

# If You Cannot Find Guidance

- If you come across a document containing information that may be RD or FRD and you cannot find applicable guidance
  - Refer it to your agency's RD Management Official, who may forward it to the DOE Director of Classification
  - DOE shall make a classification determination within 90 days





# Topic Format

- Each topical area is supported by more detailed subtopics.
- The subtopics specify the information being discussed and whether the information is classified or unclassified.
- If the information is classified, it shows the level and category of classification.

|                                                                               |                                   |      |
|-------------------------------------------------------------------------------|-----------------------------------|------|
| <b>SECRET-RD</b>                                                              |                                   |      |
| 7-2000                                                                        |                                   | 1-1  |
| <hr/> <b>CHAPTER 1</b><br><b>CLASSIFICATION GUIDE FOR WIDGET DESIGN</b> <hr/> |                                   |      |
| <b>Topical Guidance</b>                                                       |                                   |      |
| <b>851 Widget technology and production</b>                                   |                                   |      |
| 851.1                                                                         | Colors of widgets produced        | U    |
| 851.2                                                                         | Width of widget                   | CRD  |
| 851.3                                                                         | Length of widget                  | CRD  |
| 851.4                                                                         | Thickness of widget               | SRD  |
| 851.5                                                                         | Volume and weight of widget       | SRD  |
| 851.6                                                                         | Total quality of widgets produced | U    |
| 851.7                                                                         | Quantities produced by color      | CFRD |
| <b>SECRET-RD</b>                                                              |                                   |      |

# Exercise

- What is the classification of this memorandum?

**MEMORANDUM**

**Date:** September 1, 2000

**To:** All Supervisory Personnel

**From:** T. D. Chegwidden, Director  
Widget Production Division

**Subject:** Widget Color and Size

1. The U.S. produces widgets that are red, white, and blue.
2. The most popular widget is the red version that is 2 inches by 3 inches by 5 inches and weighs 1 pound.
3. One hundred of these widgets have been produced.

**RESTRICTED DATA**  
This document contains RESTRICTED DATA as defined in the Atomic Energy Act of 1954. Unauthorized disclosure subject to Administrative and Criminal Sanctions.

**RD Classifier:** Joe Smith, Director, Shipping

**Derived From:** DOE CG-WD-2 dated 7/2000

**SECRET-RD**

7-2000 1-1

---

**CHAPTER 1**  
**CLASSIFICATION GUIDE FOR WIDGET DESIGN**

---

**Topical Guidance**

**851 Widget technology and production**

|       |                                    |      |
|-------|------------------------------------|------|
| 851.1 | Colors of widgets produced         | U    |
| 851.2 | Width of widget                    | CRD  |
| 851.3 | Length of widget                   | CRD  |
| 851.4 | Thickness of widget                | SRD  |
| 851.5 | Volume and weight of widget        | SRD  |
| 851.6 | Total quantity of widgets produced | U    |
| 851.7 | Quantities produced by color       | CFRD |

**SECRET-RD**

# Exercise - Answer

- What is the classification of this memorandum?

**SECRET**

**MEMORANDUM**

Date: September 1, 2000

To: All Supervisory Personnel

From: T. D. Chegwiddden, Director  
Widget Production Division

Subject: Widget Color and Size

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**RESTRICTED DATA**  
This document contains RESTRICTED DATA as defined in the Atomic Energy Act of 1954. Unauthorized disclosure subject to Administrative and Criminal Sanctions.

RD Classifier: Joe Smith, Director, Shipping  
Derived From: DOE CG-WD-2 dated 7/2000

**SECRET**

UNCLASSIFIED  
Topic 851.1

SRD  
Topic 851.4 & .5

CFRD  
Topic 851.7

**SRD**

**SECRET-RD**

7-2000 1-1

---

CHAPTER 1  
CLASSIFICATION GUIDE FOR WIDGET DESIGN

---

Topical Guidance

851 Widget technology and production

|       |                                   |      |
|-------|-----------------------------------|------|
| 851.1 | Colors of widgets produced        | U    |
| 851.2 | Width of widget                   | CRD  |
| 851.3 | Length of widget                  | CRD  |
| 851.4 | Thickness of widget               | SRD  |
| 851.5 | Volume and weight of widget       | SRD  |
| 851.6 | Total quality of widgets produced | U    |
| 851.7 | Quantities produced by color      | CFRD |

**SECRET-RD**

Although some of the information is unclassified or classified at a lower level and/or category, the highest level and category is SRD.

Markings are for training purposes only.

# Exercise

- What is the classification of this lesson plan?

| LESSON PLAN                                                                                                                                                                                                                                                                                                  |                                                |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------|
| <b>TITLE:</b><br>Application of Guide Topics                                                                                                                                                                                                                                                                 | <b>COURSE:</b><br>RD Classifiers<br>Course - 1 |
| The Big Stone Army Depot<br>Near Little Rock, Arkansas<br>stores 850 blue widgets in<br>Building G.                                                                                                                                                                                                          | Viewgraph 22                                   |
| <p><b>RESTRICTED DATA</b><br/>This document contains RESTRICTED DATA as defined in the Atomic Energy Act of 1954. Unauthorized disclosure subject to Administrative and Criminal Sanctions.</p> <p>RD Classifier: <u>Joe Smith, Director, Shipping</u><br/>Derived From: <u>DOE CG-WD-2 dated 7/2000</u></p> |                                                |

**SECRET-RD**

7-2000 1-1

---

**CHAPTER 1**  
**CLASSIFICATION GUIDE FOR WIDGET DESIGN**

---

Topical Guidance

855 Location of widgets

855.1 Specific military facilities that store widgets U

855.2 Specific type of widgets stored (e.g., by color, weight, or serial number) CRD

855.3 Specific building SFRD

**SECRET-RD**

Markings are for training purposes only.

# Exercise - Answer

- What is the classification of this lesson plan?

**SECRET**

| LESSON PLAN                                                                                                                                                                                                                                                                                                  |                                                |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------|
| <b>TITLE:</b><br>Application of Guide Topics                                                                                                                                                                                                                                                                 | <b>COURSE:</b><br>RD Classifiers<br>Course - 1 |
| The <span style="border: 1px solid black; padding: 2px;">Big Stone Army Depot</span><br>Near Little Rock, Arkansas<br>stores 850 blue widgets in<br><span style="border: 1px solid black; padding: 2px;">Building G.</span>                                                                                  | Viewgraph 22                                   |
| <p><b>RESTRICTED DATA</b><br/>This document contains RESTRICTED DATA as defined in the Atomic Energy Act of 1954. Unauthorized disclosure subject to Administrative and Criminal Sanctions.</p> <p>RD Classifier: <u>Joe Smith, Director, Shipping</u><br/>Derived From: <u>DOE CG-WD-2 dated 7/2000</u></p> |                                                |

**SECRET**

Topic 855.1  
**Unclassified**

Topic 855.2  
**CRD**

Topic 855.3  
**SFRD**

**SECRET-RD**

7-2000 1-1

---

**CHAPTER 1**  
**CLASSIFICATION GUIDE FOR WIDGET DESIGN**

---

Topical Guidance

855 Location of widgets

855.1 Specific military facilities that store widgets U

855.2 Specific type of widgets stored (e.g., by color, weight, or serial number) CRD

855.3 Specific building SFRD

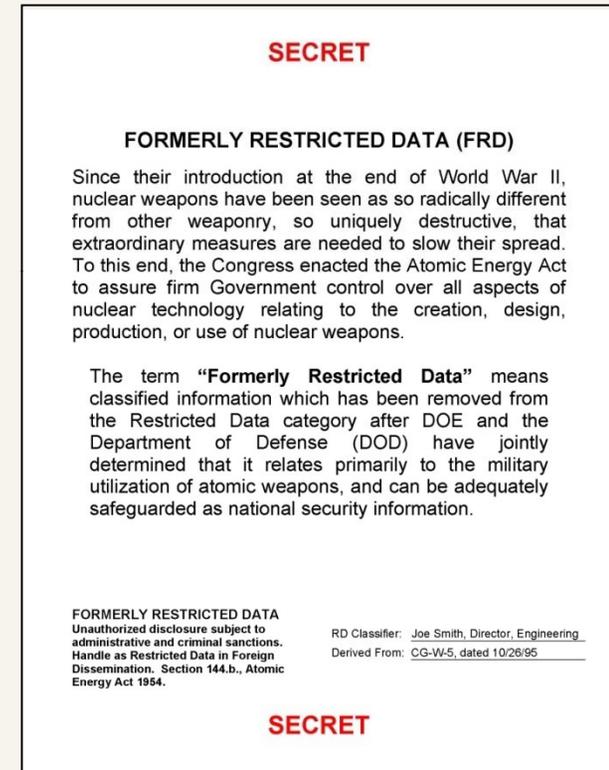
**SECRET-RD**

**CRD + SFRD = SRD**

Markings are for training purposes only.

# Source Documents

- The term source document is used in the context that the classification of the information extracted is determined by the classification markings shown in/on the source document.
- Because these markings may not be very specific and the classification of any portions is context dependent, a source document should only be used when there is no applicable classification guide.
- Must be an RD Classifier to classify an RD or FRD document based on a source document



Markings are for training purposes only.

# Applying a Source Document

- This document is portion marked and has an overall classification of Secret RD. It contains both RD and FRD information.
- You can see that the code name "Mary" and the fact that DEA is trying to apprehend her are Unclassified, and the fact that she had a little lamb whose fleece was white as snow is CRD.
- Finally, the fact that the lamb was always with Mary is SFRD.

**SECRET**

October 16, 2005

(U) Source Document  
CIA Surveillance on Jane Doe (U)

(U) Mary (aka Jane Doe) is a known drug dealer that the Drug Enforcement Agency (DEA) has been trying to apprehend for awhile.

(CRD) Mary had a little lamb, its fleece was white as snow.

(SFRD) Everywhere Mary went, the lamb was sure to go.

**RESTRICTED DATA**  
This document contains RESTRICTED DATA as defined in the Atomic Energy Act of 1954. Unauthorized disclosure subject to Administrative and Criminal Sanctions.

RD Classifier: Joe Smith, Director, Investigations  
Derived From: CIA Surveillance Report on Jane Doe, dated October 1, 2005

**SECRET**

# Applying a Source Document (continued)

- In this example, the highest level of classification is Secret (the fact that the lamb was always with Mary is SFRD), while the most restrictive category is RD (the fact that Mary had a little lamb whose fleece was white as snow is CRD).

**SECRET**

Document Originated  
by Manly

January 5, 2006

(U) Classification by Source Document (U)

(U) Jane Doe (Mary) is a known drug dealer.

(SRD) No picture of Mary has ever surfaced. Capture will, therefore, be difficult. However, it has been determined by National Technical Means that a white lamb always travels with Mary.

(U) Consequently, the DEA agents intend to capture whomever the lamb is with.

**RESTRICTED DATA**  
This document contains RESTRICTED DATA as defined in the Atomic Energy Act of 1954. Unauthorized disclosure subject to Administrative and Criminal Sanctions.

RD Classifier: Joe Manly, Director, Travel Unit  
Derived From: CIA Surveillance on Jane Doe, dated October 16, 2005

**SECRET**

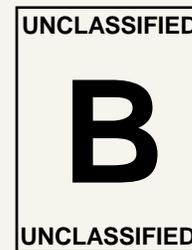
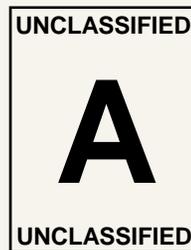
# Documents that are not Portion Marked

If a document is not portion marked, it cannot be used as a source document.

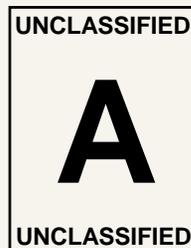
# Classification by Association

- If two pieces of unclassified information within a document reveal classified information when associated, the document is classified at the level and category of the associated information.
- Usually a derivative classification determination based on a classification guide.
- If document is portion marked, mark each portion at the level of the associated information.

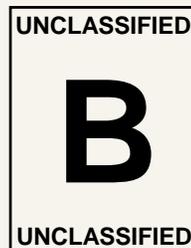
**INDIVIDUALLY**



**BUT**



+



=



# Example of Classification by Association

|                                                                                         |      |
|-----------------------------------------------------------------------------------------|------|
| <b>SECRET-RD</b>                                                                        |      |
| 7-2000                                                                                  | 1-1  |
| <hr/> <b>CHAPTER 1</b><br><b>CLASSIFICATION GUIDE FOR WIDGET DESIGN</b> <hr/>           |      |
| <b>Topical Guidance</b>                                                                 |      |
| <b>855 Location of widgets</b>                                                          |      |
| <b>855.1 Specific military facilities that store widgets</b>                            | U    |
| <b>855.2 Specific type of widgets stored (e.g., by color, weight, or serial number)</b> | CRD  |
| <b>855.3 Specific building</b>                                                          | SFRD |
| <b>SECRET-RD</b>                                                                        |      |

**UNCLASSIFIED**

**SFRD**

|                                                                                                                                                                                                                        |  |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| <b>SECRET</b>                                                                                                                                                                                                          |  |
| <b>Location of Widgets</b>                                                                                                                                                                                             |  |
| 1. The DOE produces widgets.                                                                                                                                                                                           |  |
| 2. Widgets were recently shipped to Fort Gizmo.                                                                                                                                                                        |  |
| 3. The Commander General of Fort Gizmo recently upgraded the security of Building 2006 to receive shipments.                                                                                                           |  |
| <small>FORMERLY RESTRICTED DATA<br/>Unauthorized disclosure subject to administrative and criminal sanctions.<br/>Handle as RESTRICTED DATA in foreign dissemination. Section 144b, Atomic Energy Act of 1954.</small> |  |
| <small>RD Classifier: Joe Jones, Director, Shipping<br/>Derived From: DOE CG-WD-2, dated 7/2000</small>                                                                                                                |  |
| <b>SECRET</b>                                                                                                                                                                                                          |  |

**Paragraphs 1, 2, and 3 individually are unclassified.**

**However, associating paragraph 2 with paragraph 3 divulges that widgets are stored in Building 2006, which is SFRD by topic 855.3.**

Markings are for training purposes only.

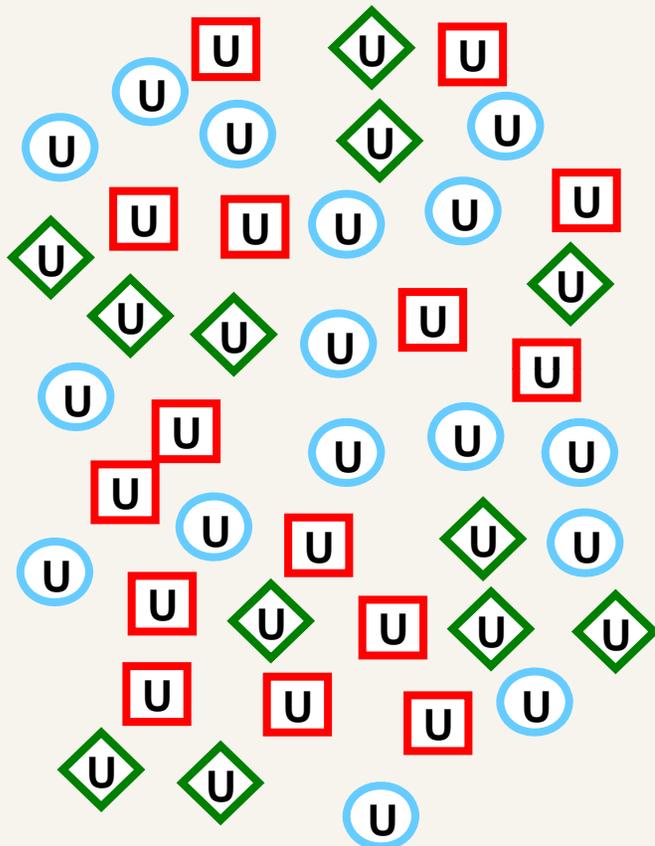
# Compilation

- Compilation is the combining of a number of pieces of unclassified information which, when considered together, contain some added value such as completeness or comprehensiveness of the information that warrants classification.\*
- The front page should contain the statement "This document has been classified as a compilation and must not be used as a source document for a derivative classification decision."
- The document should not be portion marked
- A written explanation as to why the document is classified should be kept with the record copy
- VERY rare

\* A number is not defined, determination is up to you.

# Compilation (continued)

**UNCLASSIFIED**

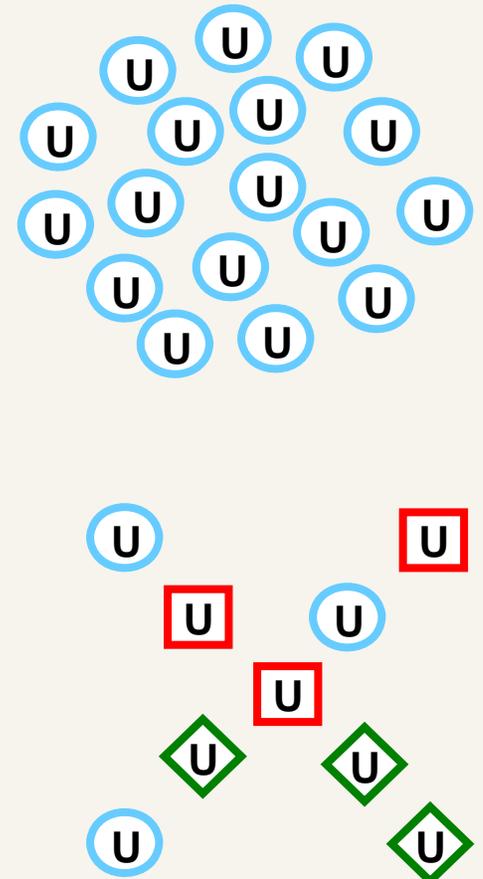


Value Added  
(by *SELECTION*)

Quantitative  
Value  
Added

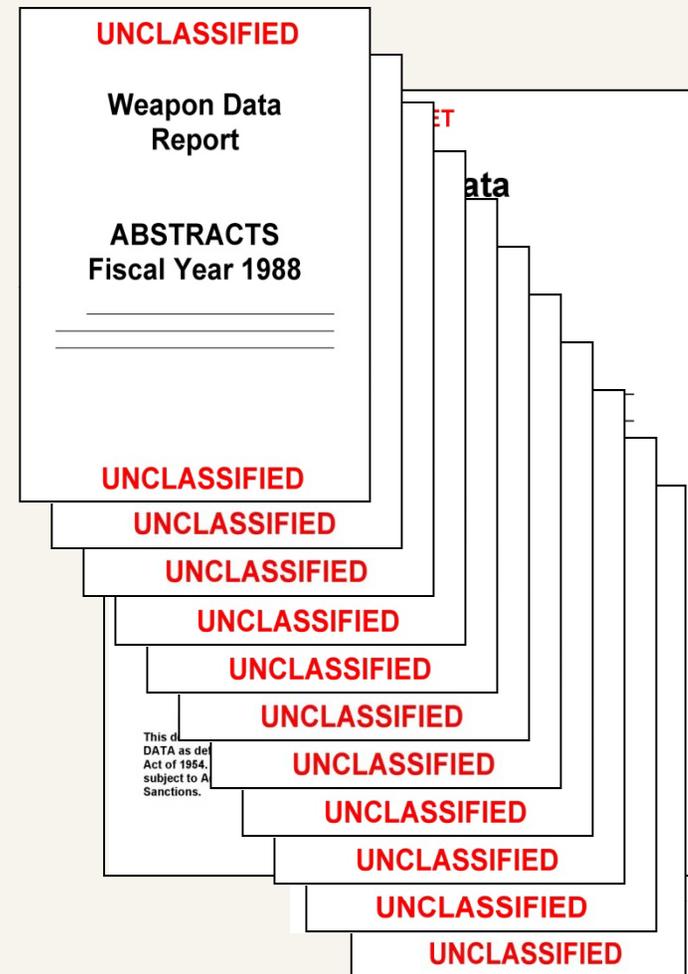
Value Added  
(by *ARRANGEMENT*)

**CLASSIFIED**



# Example of Classification by Compilation

- Although weapon data report abstracts are unclassified, the combining of several years of such abstracts could add value such as completeness or comprehensiveness of the information that would warrant classification.



Markings are for training purposes only.

# Challenge Procedures

- Any authorized holder of an RD or FRD document who, in good faith, believes that the document has an improper classification status is encouraged and expected to challenge the classification with the RD Classifier who classified the document.
- Agencies must establish procedures under which authorized holders of RD and FRD documents are encouraged and expected to challenge any classification status they believe is improper.

# Module C

## Exercises

# Exercise

Select the term that best matches the following definition.

It consists of facts, data, or knowledge itself rather than the medium of its conveyance.

- Association
- Document
- Classification
- Information

# Exercise - Answer

Select the term that best matches the following definition.

It consists of facts, data, or knowledge itself rather than the medium of its conveyance.

- Association
- Document
- Classification
- Information**

# Exercise

Select the correct term from below to complete this sentence.

A decision that a document is classified as RD or FRD based on classification guidance is known as \_\_\_\_\_.

- derivative classification
- association
- initial classification
- information

# Exercise - Answer

Select the correct term from below to complete this sentence.

A decision that a document is classified as RD or FRD based on classification guidance is known as \_\_\_\_\_.

- derivative classification**
- association
- initial classification
- information

**Remember, this decision must be made by RD Classifiers using a classification guide or when a classification guide is not practical, a source document.**

# Exercise

Select the correct term from below to complete this sentence.

The initial determination that nuclear-related information requires protection as Restricted Data can only be made by

\_\_\_\_\_.

- an RD Classifier
- an RD Management Official
- the DOE Director of the Office of Classification
- All of the above

# Exercise - Answer

Select the correct term from below to complete this sentence.

The initial determination that nuclear-related information requires protection as Restricted Data can only be made by

\_\_\_\_\_.

- an RD Classifier
- an RD Management Official
- **the DOE Director of the Office of Classification**
- All of the above

# Exercise

Select the correct term from below to complete this sentence.

Persons who can make classification decisions on RD and FRD documents \_\_\_\_\_.

- must have received training
- should have access to the appropriate classification guidance
- must be knowledgeable in the subject area
- All of the above

# Exercise

Select the correct term from below to complete this sentence.

Persons who can make classification decisions on RD and FRD documents \_\_\_\_\_.

- must have received training
- should have access to the appropriate classification guidance
- must be knowledgeable in the subject area
- All of the above**

# Exercise

Select the correct term from below to complete this sentence.

When two pieces of unclassified information considered together are classified, it is referred to as \_\_\_\_\_.

- association
- compilation
- derivative classification
- None of the above

# Exercise - Answer

Select the correct term from below to complete this sentence.

When two pieces of unclassified information considered together are classified, it is referred to as \_\_\_\_\_.

- association**
- compilation
- derivative classification
- None of the above

# Exercise - Answer

Select the correct term from below to complete this sentence.

\_\_\_\_\_ provide detailed instructions for determining whether specific information is classified or unclassified.

- Classification addendums
- Classification categories
- Source documents
- **Classification guides**

# Exercise

Select the correct term from below to complete this sentence.

A classified document, other than a classification guide, from which the classification level and category of a newly generated document can be derived is called a/an

\_\_\_\_\_.

- classification document
- source document
- initial information document
- derivative document

# Exercise - Answer

Select the correct term from below to complete this sentence.

A classified document, other than a classification guide, from which the classification level and category of a newly generated document can be derived is called a/an

\_\_\_\_\_.

- classification document
- source document**
- initial information document
- derivative document

# Exercise

If you come across information which may be RD in a document, but you lack a relevant classification guide or a source document, what should you do?

- o Refer the document to your RD Management Official
- o Mark the document as unclassified
- o Make an initial classification decision
- o None of the above

# Exercise - Answer

If you come across information which may be RD in a document, but you lack a relevant classification guide or a source document, what should you do?

- o **Refer the document to your RD Management Official**
- o Mark the document as unclassified
- o Make an initial classification decision
- o None of the above

# Exercise

Select the correct term from below to complete this sentence.

Any person with authorized access to RD or FRD who generates a document intended for public release in an RD or FRD subject area shall ensure that it is

---

- automatically declassified
- marked as declassified
- reviewed for classification by DOE for RD and DOE or DoD for FRD
- unclassified

# Exercise - Answer

Select the correct term from below to complete this sentence.

Any person with authorized access to RD or FRD who generates a document intended for public release in an RD or FRD subject area shall ensure that it is

---

- automatically declassified
- marked as declassified
- **reviewed for classification by DOE for RD and DOE or DoD for FRD**
- unclassified

# Exercise

Select the correct term from below to complete this sentence.

Any authorized holder of an RD or FRD document who, in good faith, believes that the document has an improper classification status is encouraged and expected to

\_\_\_\_\_.

- challenge the classification
- develop a classified addendum
- follow the no comment policy
- declassify the document

# Exercise - Answer

Select the correct term from below to complete this sentence.

Any authorized holder of an RD or FRD document who, in good faith, believes that the document has an improper classification status is encouraged and expected to

\_\_\_\_\_.

- **challenge the classification**
- develop a classified addendum
- follow the no comment policy
- declassify the document

# Module C Summary

In this module we discussed:

- Information vs. documents
- Initial and derivative classification
- Classification guides
- Source documents
- Associations and compilations
- Challenge procedures

# Module D

## Classification Markings

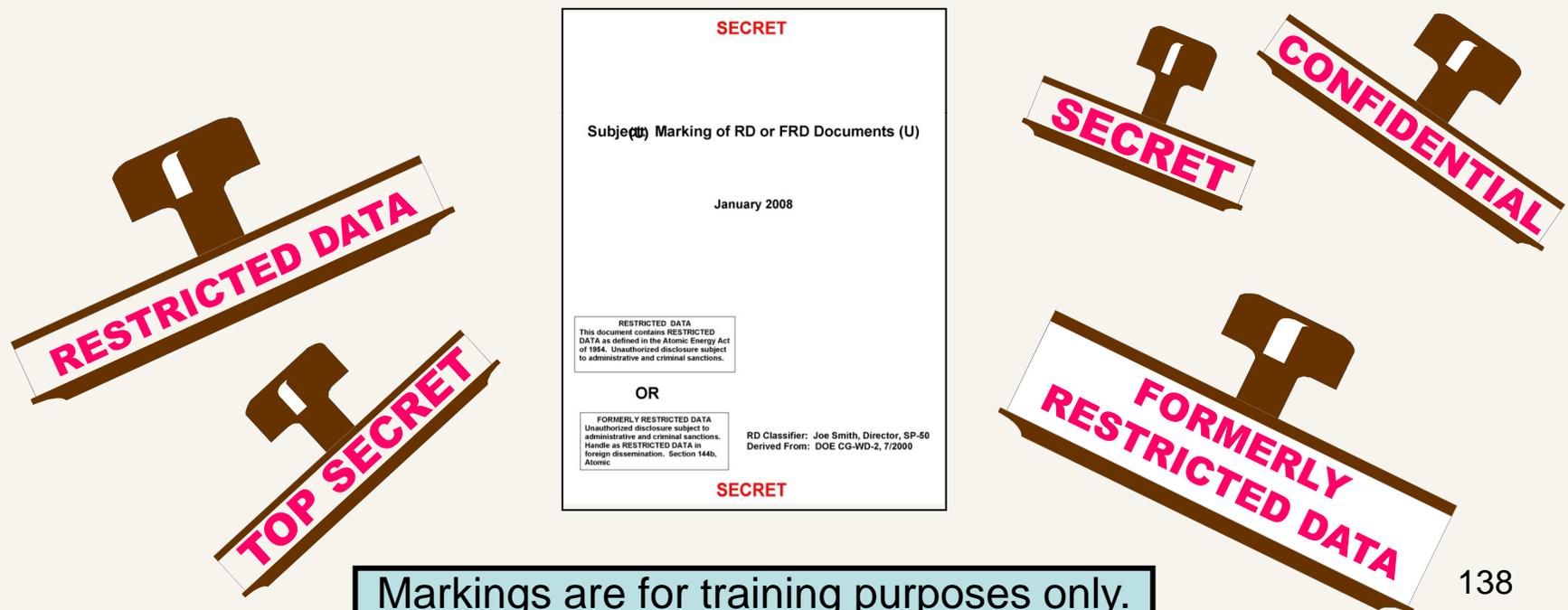
# Module D Objectives

- **Instructional Goal:**  
Identify the markings that are applied to the front page and interior pages of RD and FRD documents, RD Classifier markings, and portion marking.
- **Instructional Objectives:**  
Be able to:
  - Correctly mark documents containing RD or FRD
  - Identify requirements for portion marking RD and FRD documents

**This module does not contain classified information.  
Classification markings are for example purposes only.**

# Classification Markings

- The consistent handling of RD and FRD throughout the Government requires that standard markings be applied to classified documents.
- Markings must be uniformly and conspicuously applied to leave no doubt about the level and category of classified information involved so that it may be protected accordingly.



Markings are for training purposes only.

# Front Markings

- The front of an RD or FRD document shall contain the following:
  - The highest classification level of information contained in the document at the top and bottom of the page
  - The RD or FRD notice (admonishment/warning)
  - The RD Classifier's name and position/title
  - The classification guide or source document used to classify the document by title and date
- **Declassification instructions are not included on documents containing only RD, FRD or TFNI. If the document also contains NSI, special instructions apply.**

**SECRET**

Subject: **Marking of RD or FRD Documents (U)**

January 2008

RESTRICTED DATA

This document contains RESTRICTED DATA as defined in the Atomic Energy Act of 1954. Unauthorized disclosure subject to administrative and criminal sanctions.

**OR**

FORMERLY RESTRICTED DATA

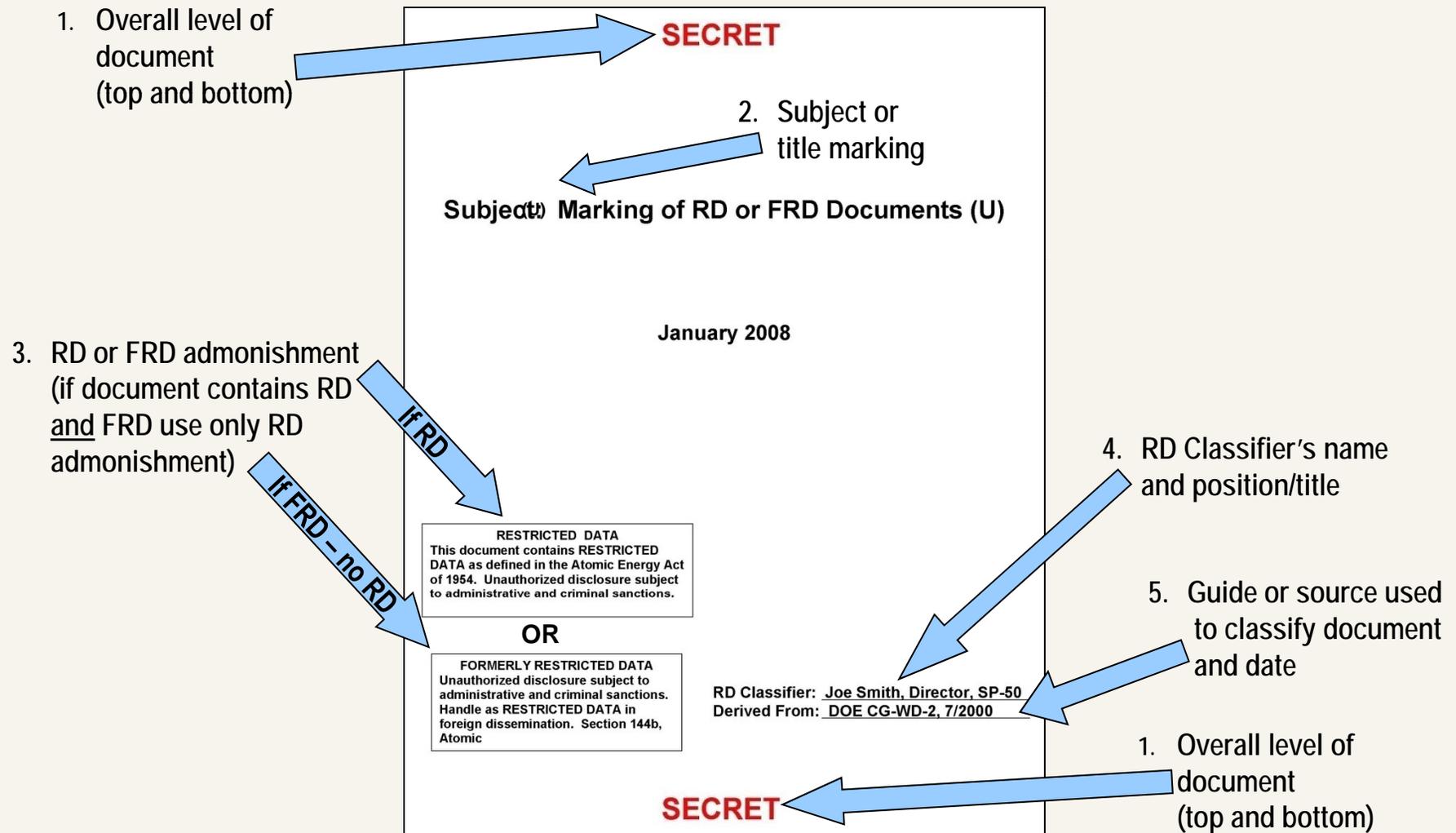
Unauthorized disclosure subject to administrative and criminal sanctions. Handle as RESTRICTED DATA in foreign dissemination. Section 144b, Atomic

RD Classifier: Joe Smith, Director, SP-50  
Derived From: DOE CG-WD-2, 7/2000

**SECRET**

# RD and FRD Documents

## Front Markings



# Subject or Title

- The subject or title of all classified documents must be marked to identify the classification level, category (if RD or FRD), and caveats (e.g., NOFORN, ORCON), or if it is unclassified. This marking is placed before the subject or title.
- Every effort should be made to keep the subject or title of a classified document unclassified.



**Department of Energy**  
Washington, DC 20585

October 9, 2005

**MEMORANDUM FOR GEORGE GREEN, DIRECTOR  
OFFICE OF ADMINISTRATION**

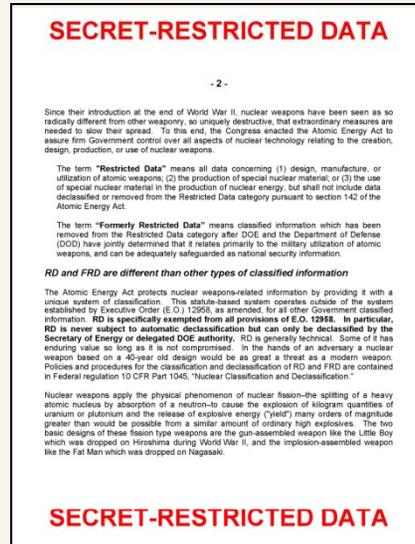
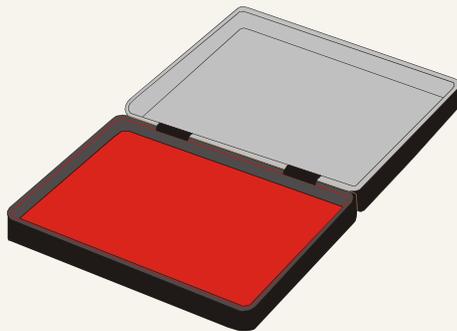
**FROM: JOE COOL, DIRECTOR  
OFFICE OF QUALITY CONTROL  
OFFICE OF CLASSIFICATION**

**SUBJECT: (U) Marking of a Secret Restricted Data  
Document (U)**

An orange arrow points from the text "This marking is placed before the subject or title." in the first bullet point to the "(U)" marking in the subject line of the memorandum.

# Interior Page Markings

- The interior pages of the document must be marked at the top and bottom of each page with the highest classification level of the information contained on that page or with the overall document classification level.



- Also, the highest category of information contained on the page (if RD or FRD) must be marked at the top and bottom of the page or the overall category of the document (if RD or FRD) may be used. Generally, the level and category are marked on the same line and separated by a hyphen.

# Knowledge Check

Match the required marking to the proper location on the document.

Classified by: Joe Smith, Director, SP-50

**SECRET**

**FORMERLY RESTRICTED DATA**  
Unauthorized disclosure subject to  
administrative and criminal sanctions.  
Handle as **RESTRICTED DATA** in  
foreign dissemination. Section 144b,  
Atomic Energy Act of 1954.

Derived from: DOE CG-WD-2 7/2000

**SECRET**

(U)

Markings are for training purposes only.

2

5 Marking of an FRD Document

3

1

4

2

# Knowledge Check - Answer

Match the required marking to the proper location on the document.

**SECRET**<sup>2</sup>

(U) **Marking of an FRD Document**

**FORMERLY RESTRICTED DATA**  
Unauthorized disclosure subject to  
administrative and criminal sanctions.  
Handle as **RESTRICTED DATA** in  
foreign dissemination. Section 144b,  
Atomic Energy Act of 1954.

Classified by: Joe Smith, Director, SP-50

Derived from: DOE CG-WD-2 7/2000

**SECRET**<sup>2</sup>

Markings are for training purposes only.

# Portion Marking

- Portion marking involves the application of classification markings to individual words, phrases, sentences, paragraphs, or sections of a document to indicate their specific classification level and category (if RD or FRD).
- Portion marking of RD and FRD documents is not required by the Atomic Energy Act of 1954 or 10 CFR part 1045, and the decision to do so is left up to each agency.

## SECRET-RESTRICTED DATA

### (U) Portion Marking of a Secret-Restricted Data Document (U)

1. (U) Since their introduction at the end of World War II, nuclear weapons have been seen as so radically different from other weaponry, so uniquely destructive, that extraordinary measures are needed to slow their spread. To this end, the Congress enacted the Atomic Energy Act to assure firm Government control over all aspects of nuclear technology relating to the creation, design, production, or use of nuclear weapons.
2. (SRD) The term "Restricted Data" means all data concerning (1) design, manufacture, or utilization of atomic weapons; (2) the production of special nuclear material; or (3) the use of special nuclear material in the production of nuclear energy, but shall not include data declassified or removed from the Restricted Data category pursuant to section 142 of the Atomic Energy Act.
3. (CFRD) The term "Formerly Restricted Data" means classified information which has been removed from the Restricted Data category after DOE and the Department of Defense (DoD) have jointly determined that it relates primarily to the military utilization of atomic weapons, and can be adequately safeguarded as national security information.
4. (C) The Atomic Energy Act protects nuclear weapons-related information by providing it with a unique system of classification. This statute-based system operates outside of the system established by Executive Order (E.O.) 12958, as amended, for all other Government classified information. RD is specifically exempted from all provisions of E.O. 12958. In particular, RD is never subject to automatic declassification but can only be declassified by the Secretary of Energy or delegated DOE authority.

- 2 -

SECRET-RESTRICTED DATA

Markings are for training purposes only.

# Portion Marking (continued)

- If the decision is made to portion mark, the level and category (if RD or FRD) designations are required for each portion.
- The markings should be placed in accordance with your agency's policy.

## **SECRET-RESTRICTED DATA**

### (u) Portion Marking of a Secret-Restricted Data Document (U)

1. (U) Since their introduction at the end of World War II, nuclear weapons have been seen as so radically different from other weaponry, so uniquely destructive, that extraordinary measures are needed to slow their spread. To this end, the Congress enacted the Atomic Energy Act to assure firm Government control over all aspects of nuclear technology relating to the creation, design, production, or use of nuclear weapons.
2. (SRD) The term "Restricted Data" means all data concerning (1) design, manufacture, or utilization of atomic weapons; (2) the production of special nuclear material; or (3) the use of special nuclear material in the production of nuclear energy, but shall not include data declassified or removed from the Restricted Data category pursuant to section 142 of the Atomic Energy Act.
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4. (C) The Atomic Energy Act protects nuclear weapons-related information by providing it with a unique system of classification. This statute-based system operates outside of the system established by Executive Order (E.O.) 12958, as amended, for all other Government classified information. RD is specifically exempted from all provisions of E.O. 12958. In particular, RD is never subject to automatic declassification but can only be declassified by the Secretary of Energy or delegated DOE authority.

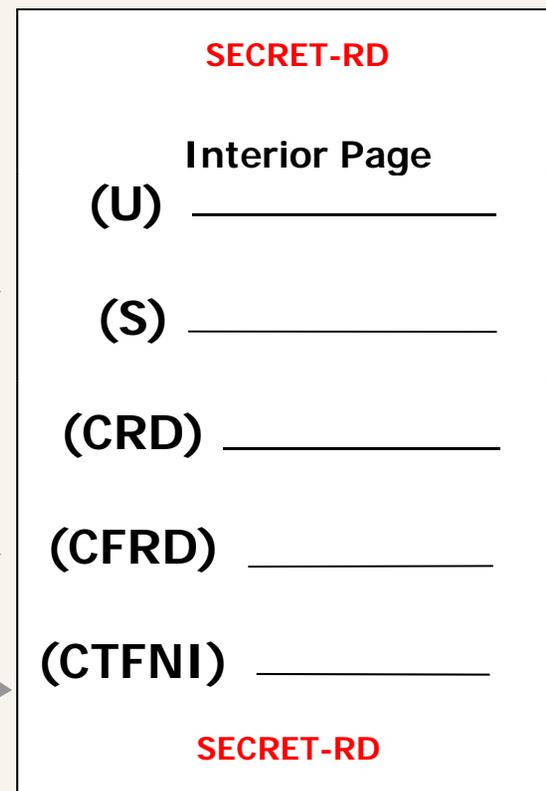
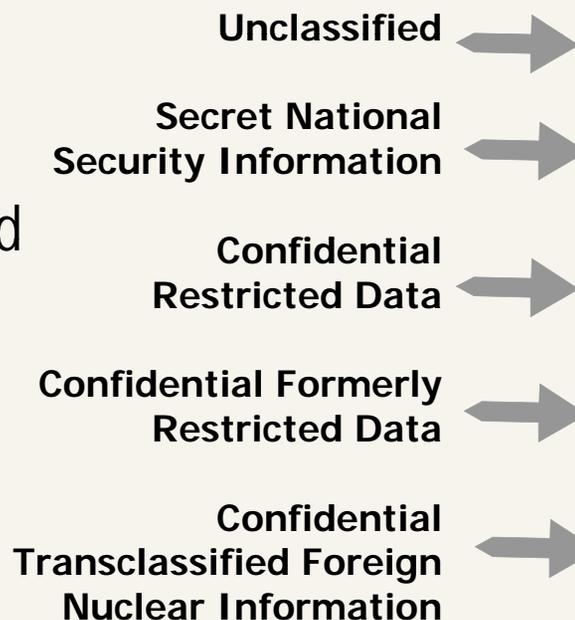
- 2 -

**SECRET-RESTRICTED DATA**

Markings are for training purposes only.

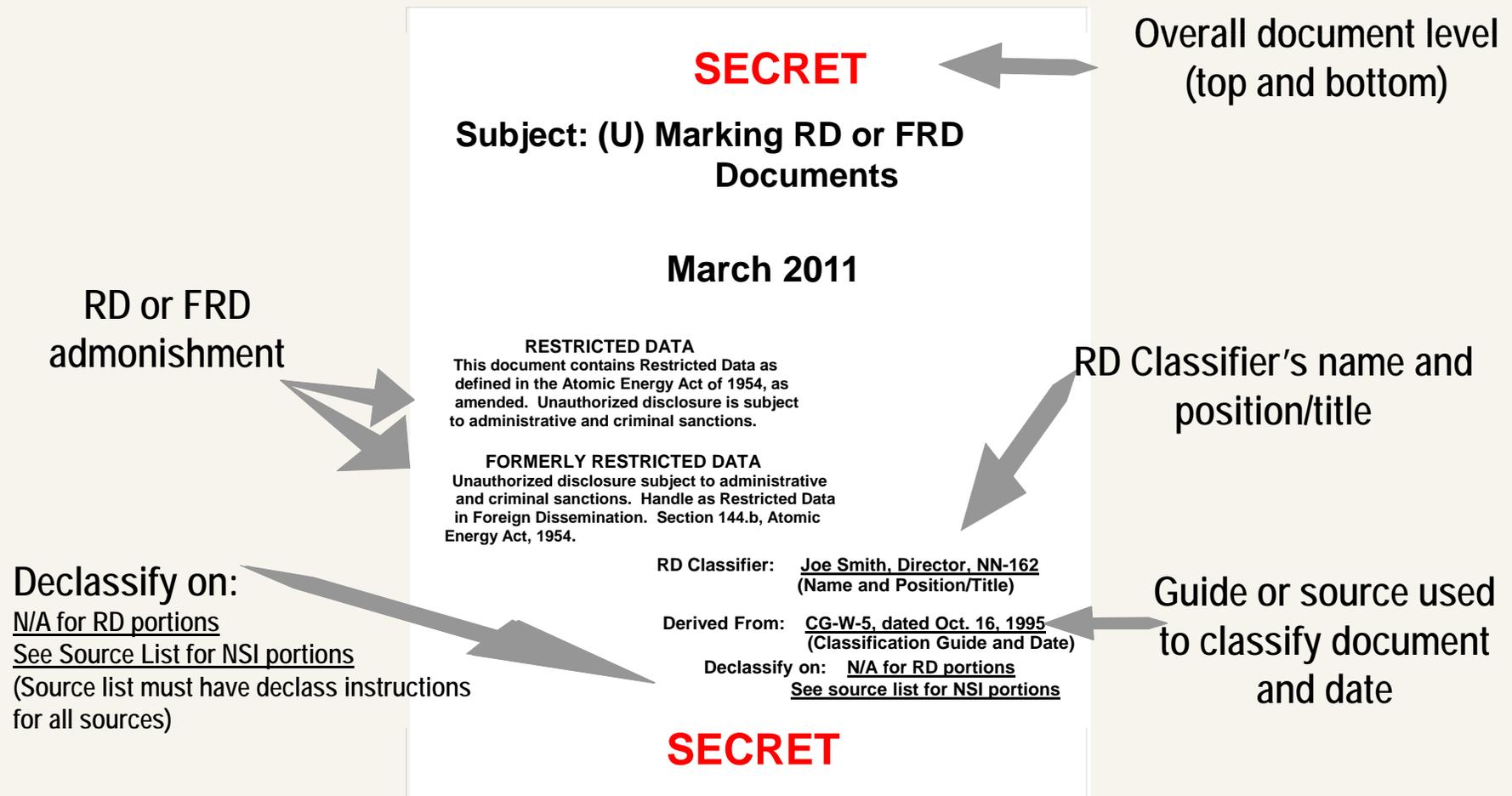
# Portion Marking

- Agency option for documents containing only RD or FRD
- Documents containing only TFNI and/or NSI must be portion marked
- If used, level and category designations are required for each RD, FRD, or TFNI portion



Markings are for training purposes only.

# Documents Containing RD/FRD and NSI (Commingled)



# Example of RD/FRD Interior Page Markings

Mark top and bottom of pages with

Overall document classification  
level & category

OR

Classification level and category  
of each individual page

|                                                                                                                                                                    |                                                                                                                                                                                 |                                                                                                                                                                   |                                                                                                                                                                                             |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>SECRET-RD</b></p> <p>This sentence is Unclassified.</p> <p>This sentence is CRD.</p> <p>This sentence is SRD.</p> <p>This sentence is CRD .</p> <p>-----</p> | <p><b>SECRET-RD</b></p> <p>This sentence is Unclassified.</p> <p>This sentence is CRD.</p> <p>This sentence is CFRD.</p> <p>This sentence is CRD.</p> <p><b>SECRET-RD</b> 3</p> | <p><b>SECRET-RD</b></p> <p>This sentence is Unclassified.</p> <p>This sentence is CRD.</p> <p>This sentence is SRD.</p> <p>This sentence is CRD.</p> <p>-----</p> | <p><b>CONFIDENTIAL-RD</b></p> <p>This sentence is Unclassified.</p> <p>This sentence is CRD.</p> <p>This sentence is CFRD.</p> <p>This sentence is CRD.</p> <p><b>CONFIDENTIAL-RD</b> 3</p> |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

Markings are for training purposes only.

# Critical Nuclear Weapon Design Information (CNWDI)

A designation used by DoD for TSRD or SRD weapon data revealing the theory of operation or design of the components of a thermonuclear or fission bomb, warhead, demolition munitions, or test device

- Access to CNWDI is on a need-to-know basis
- Special briefing required for DoD personnel
- Documents containing CNWDI must be marked and stored accordingly
- Other agency personnel must meet access requirements for the level of RD in the CNWDI document (e.g., Q clearance)

**Refer to DoD Instruction 5210.02 or contact  
USD(I) if you have questions about CNWDI**

# Special CNWWDI Markings

## Front Page

**SECRET**

**Subject: (U) Marking of RD or FRD Documents**

**July 2011**

**CRITICAL NUCLEAR WEAPON DESIGN INFORMATION  
DoD INSTRUCTION 5210.02 APPLIES**

**RESTRICTD DATA**

This document contains Restricted Data as defined in he Atomic Energy Act of 1954, as amended. Unauthorized disclosure is subject to administrative and criminal sanctions.

RD Classifier: Joe Smith, Director, NN-162  
(Name and Position/Title)

Derived From: CG-W-5, dated Oct. 16, 1995  
(Classification Guide and Date)

**SECRET**

**Special markings**

## Portion Markings

**SECRET-RD**

(U) \_\_\_\_\_

(SRD) \_\_\_\_\_

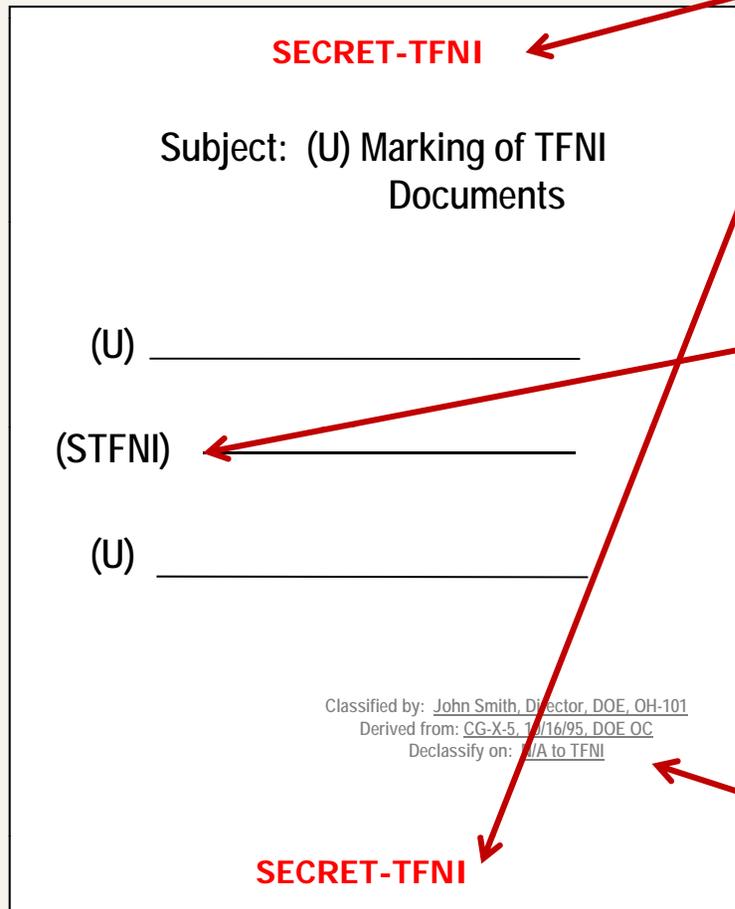
(CFRD) \_\_\_\_\_

(SRD) (N) \_\_\_\_\_

**SECRET-RD**

Markings are for training purposes only.

# Marking Documents Containing TFNI



- The page marking on all pages (including front page) = level + TFNI (if does not contain RD/FRD)
- If portion marked = level + TFNI
- No admonishment (unless also contains RD or FRD)
- Classifier marking “Declassify on:” N/A to TFNI

Markings are for training purposes only.

# Commingled Documents

**SECRET**

**Subject: (U) Marking RD or FRD Documents**

(S) \_\_\_\_\_

(CRD) \_\_\_\_\_

(C) \_\_\_\_\_

RESTRICTED DATA  
This document contains Restricted Data as defined in the Atomic Energy Act of 1954, as amended. Unauthorized disclosure is subject to administrative and criminal sanctions.

Classified by: John Smith, Director, OH-101  
Derived from: Multiple Sources  
Declassify on: N/A to RD portions  
See source list for NSI portions

**SECRET**

**SECRET - RD**

**Source list:**

**CG-X-5, 10/16/95, DOE OC, Declassify on: 25X8, when vulnerability no longer exists**

**TR-143, 3/21/97, DOE OC; Declassify on: N/A to RD portions (*optional*)**

**Memo, "Funding Problems," 3/15/05, DOE OC; Declassify on: 3/15/2020**

For commingled documents, the "Declassify On" line required by the Order and this Directive shall not include a declassification date or event and shall instead be annotated with 'Not Applicable (or N/A) to RD/FRD portions' and "See source list for NSI portions."

The source list, as described in § 2001.22(c)(1)(ii), shall include the declassification instruction for each of the source documents classified under the Order and shall not appear on the front page of the document.

Markings are for example purposes only.

# Commingled Documents – Single Page

**SECRET**  
Subject: (U) Marking RD or FRD Documents

(S) \_\_\_\_\_

(CRD) \_\_\_\_\_

(C) \_\_\_\_\_

Same rules apply

- N/A to RD portions
- See source list for NSI portions
- Declassification instructions for each source

The source list may appear at the bottom of the document, below and clearly identified as separate from the classification authority block.

**RESTRICTED DATA**  
This document contains Restricted Data as defined in the Atomic Energy Act of 1954, as amended. Unauthorized disclosure is subject to administrative and criminal sanctions.

Classified by: John Smith, Director, OH-101  
Derived from: Multiple Sources  
Declassify on: N/A to RD portions  
See source list for NSI portions

NSI Source List:

1. CG-X-5, 10/16/95, DOE OC; Declassify on 25x8, February 4, 2061
2. Memorandum dated 12/1/03 Subj: Funding Problems Department of Good Works; Declassify on: January 31, 2018

**SECRET**

Markings are for example purposes only.

# Commingled Documents

## – Single Page - another Option

Optionally, the declassification instruction may be added at the end of each NSI portion. When this option is used, the “Declassify on” line will read, “N/A to [RD/FRD/TFNI, as appropriate] portions, See NSI portions for instruction.”

SECRET

(U) Document with RD and NSI – single page document  
Option for NSI paragraphs marked with declassification instructions

(U) Note: Since a separate page is required for source lists, placing the declassification instructions at the end of the portion eliminates the need for a separate page in the case of single page documents.

(SRD) This paragraph contains SECRET RESTRICTED DATA information. Therefore, this portion would be marked with the designation “SRD” in parentheses. Declassification instructions are not required for this portion. However, the end of the paragraph may be noted with (Declassification N/A to RD portions.)

(S) This paragraph contains SECRET NSI information. Therefore, this portion would be marked with the designation “S” in parentheses. In addition, the declassification instructions for this portion may be included at the end of the portion in parentheses, as follows:  
**Declassify this portion on: 25X8, 2/4/2061**

(C) This paragraph contains CONFIDENTIAL NSI information. Therefore, this portion would be marked with the designation “C” in parentheses. In addition, the declassification instructions for this portion may be included at the end of the portion in parentheses, as follows:  
**Declassify this portion on: 08/31/2018**

**RESTRICTED DATA**  
This document contains Restricted Data as defined in the Atomic Energy Act of 1954, as amended. Unauthorized disclosure is subject to administrative and criminal sanctions.

Classified by: John Smith, Director, OH-101  
Derived from: CG-X-5, 10/16/95, DOE OC  
Declassify on: N/A to RD portions  
[See NSI portions for instruction](#)

SECRET

# Module D

## Exercises

# Exercise

Select the correct term from below to complete this sentence.

If portion marking a document containing RD, FRD, and NSI, the identification of the category is not required if the portion is

\_\_\_\_\_.

- Restricted Data
- Formerly Restricted Data
- National Security Information
- None of the above

# Exercise - Answer

Select the correct term from below to complete this sentence.

If portion marking a document containing RD, FRD, and NSI, the identification of the category is not required if the portion is

\_\_\_\_\_.

- Restricted Data
- Formerly Restricted Data
- National Security Information**
- None of the above

# Exercise

Select the correct answer(s) related to the location of front markings on an FRD document.

- Highest **level** of information in the document top and bottom of page
- FRD admonishment lower left part of the page
- RD Classifier's name and position/title lower right part of the page
- All of the above

# Exercise - Answer

Select the correct answer(s) related to the location of front markings on an FRD document.

- Highest level of information in the document top and bottom of page
- FRD admonishment lower left part of the page
- RD Classifier's name and position/title lower right part of the page
- All of the above**

# Exercise

- Documents containing RD, FRD, and NSI should have declassification instructions on the "Declassify on" line of the classifier marking for the NSI portions.
- True or False?

# Exercise - Answer

- Documents containing RD, FRD, and NSI should have declassification instructions on the “Declassify on” line of the classifier marking for the NSI portions.
- True or False?

**FALSE!**

Documents containing RD or FRD are never automatically declassified. Declassification instructions for the NSI portions must be separate from the classifier marking, either in a separate source list or indicated in the NSI portions.

# Module D Summary

In this module we discussed:

- Markings displayed on the front page
- Markings required for the interior pages
- RD Classifier markings
- Portion marking

# Module E

## Declassification

# Module E Objectives

- **Instructional Goal:**  
Understand the declassification procedures for documents containing RD or FRD.
- **Instructional Objectives:**  
Be able to identify the following:
  - The agency that can declassify RD documents
  - The agencies that can declassify FRD documents
  - The authority that a person must have to declassify RD documents
  - The guidance that must be followed to declassify RD documents
  - Requirements for marking declassified documents

# Additional Objectives

- **Additional Instructional Objectives:**

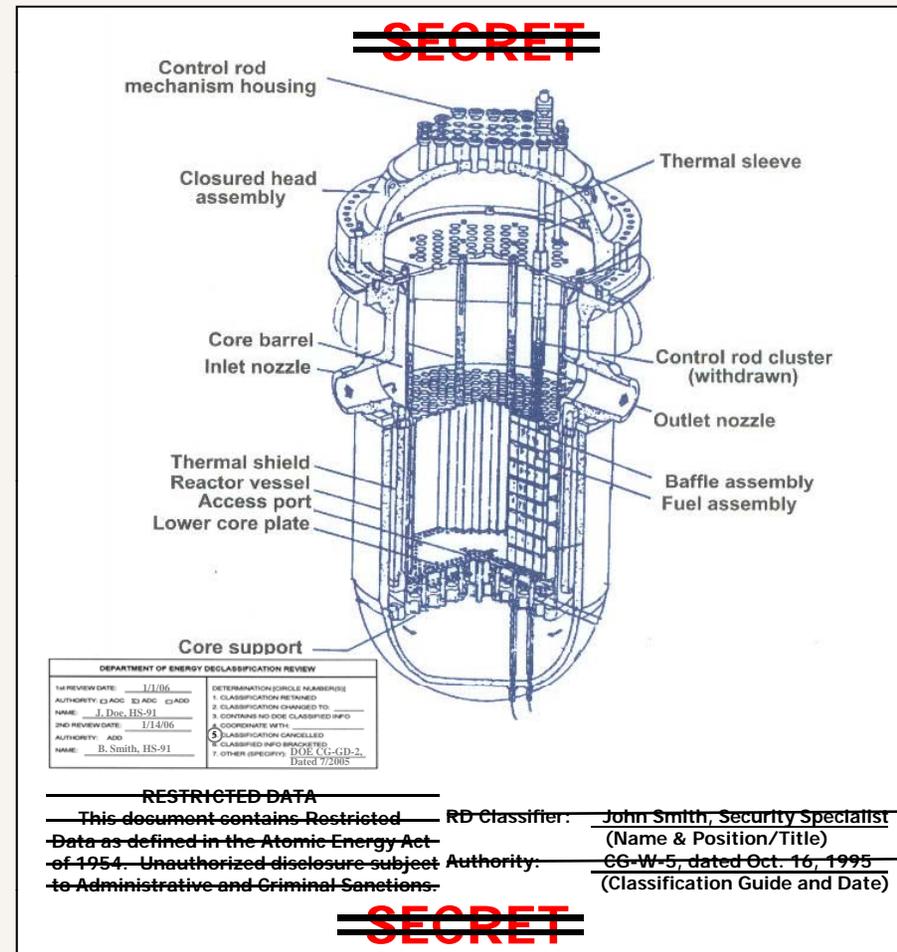
Be able to identify the following:

- Classification review process that must be followed before releasing documents to the public
- Review process that must be followed in response to requests under the Freedom of Information Act (FOIA) or for the mandatory review of documents containing RD or FRD
- Specific issues concerning documents that might contain RD or FRD information
- Process by which agencies or contractors can submit proposals for declassification of RD and FRD information

**This module does not contain classified information.  
Classification markings are for example purposes only.**

# Declassification of RD Documents

- Only authorized DOE personnel may declassify (remove the markings from) RD documents.
- Even if there is a guide topic, a DOE Declassifier is the only person authorized to remove RD markings from a document.



# Declassification of FRD Documents

- Designated individuals in DOE and within DoD, only designated individuals within the DoD (Office of the ASD(NCB)) may declassify documents marked FRD
- Must be in accordance with joint DOE-DoD guides, DoD guides coordinated with DOE, or agency guidance reviewed by DOE

~~CONFIDENTIAL~~

Political Map of the World, September 2006



| DEPARTMENT OF ENERGY DECLASSIFICATION REVIEW |                                              |
|----------------------------------------------|----------------------------------------------|
| 1st REVIEW DATE: 1/1/06                      | 1. CLASSIFICATION PENDING                    |
| AUTHORITY: 43 USC, 50 USC, 43 ADR            | 2. CLASSIFICATION CHANGED TO:                |
| NAME: J. Doe, HS-91                          | 3. COORDINATE WITH:                          |
| 2nd REVIEW DATE: 1/14/06                     | 4. COORDINATE WITH:                          |
| AUTHORITY: ADD                               | 5. CLASSIFICATION CANCELLED                  |
| NAME: B. Smith, HS-91                        | 6. CLASSIFIED INFO BRACKETED                 |
|                                              | 7. OTHER (SPECIFY): DOE CG-DC-2 Dated 7/2005 |

~~FORMERLY RESTRICTED DATA~~

Unauthorized disclosure subject to Administrative and Criminal Sanctions. Handle as Restricted Data in Foreign Dissemination Section 1.44.b., Atomic Energy Act 1954.

RD Classifier: John Smith, Security Specialist  
(Name & Position/Title)

Authority: CG-W-5, dated Oct. 16, 1995  
(Classification Guide and Date)

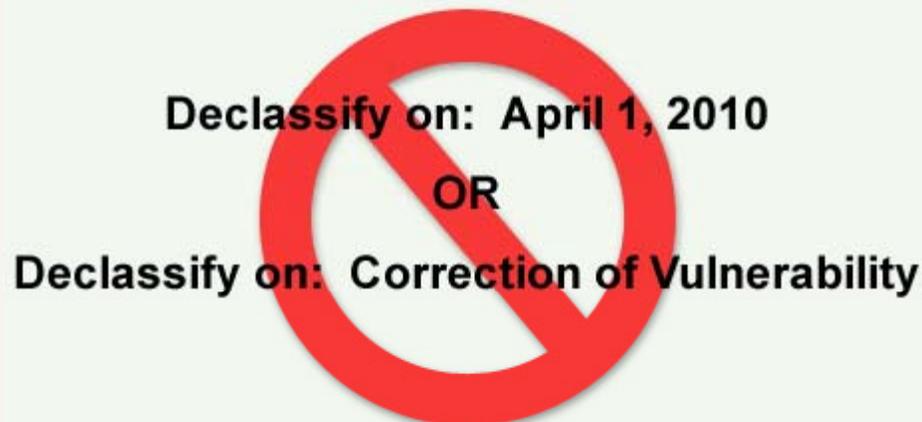
~~CONFIDENTIAL~~

Markings are for training purposes only.

# NO Automatic Declassification

## Reminder

- Documents containing RD, FRD, and TFNI remain classified until a positive action by an authorized person is taken to declassify them.
- If documents contain RD, FRD, or TFNI mixed with NSI (commingled), special marking instructions apply so that the declassification instructions for the NSI portions are clearly not applicable to the RD, FRD, or TFNI portions or the document as a whole.



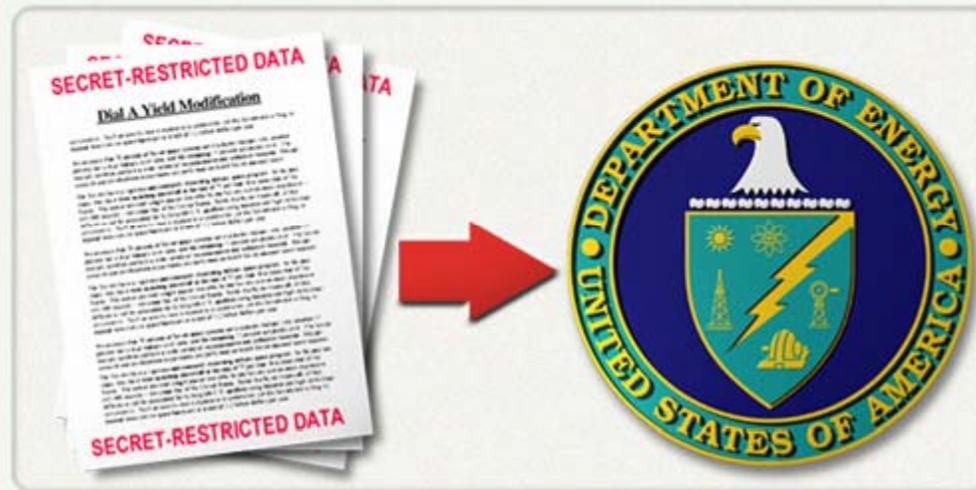
# FOIA and Mandatory Declassification Reviews

- 10 CFR 1045.42 states that agencies with documents containing RD and FRD shall respond to mandatory declassification review requests and FOIA requests for these documents from the public.
- DOE and DoD may refuse to confirm or deny the existence or nonexistence of the requested information whenever the fact of its existence or nonexistence is itself classified as RD or FRD.



# FOIA and Mandatory Declassification Reviews of RD Documents

- Agencies must forward documents marked RD or potentially containing RD to DOE for review.
- If the document or any portion of the document cannot be released, the denying official is the DOE Director of the Office of Classification. If that denial decision is appealed, the DOE appeal authority is the Deputy Chief for Mission Support Operations of the Office of Health, Safety and Security.



# FOIA and Mandatory Declassification Reviews of FRD Documents

- Agencies must forward documents containing FRD to the DOE or to the DoD for review, depending on which is the originating agency. (In some cases, the review may require coordination between both agencies.)
- If the document or portions of the document cannot be released, the denying official is either the DOE Director of the Office of Classification or the appropriate DoD official.



# Declassification Proposals

- Agencies or contractors can submit proposals for declassification of RD and FRD information.
- Proposals should be submitted to the DOE Deputy Chief of the Office of Health, Safety and Security and should include a description of the information concerned. The proposals may also include a reason for the request. In the case of proposals to declassify FRD, DOE and DoD will coordinate with each other.



Department of Energy  
Washington, DC 20585

October 9, 2008

**MEMORANDUM FOR DEPUTY CHIEF  
OFFICE OF HEALTH, SAFETY AND  
SECURITY**

**FROM: JOE COOL, DIRECTOR  
OFFICE OF QUALITY CONTROL  
LIVERMORE SITE OFFICE**

**SUBJECT: Proposed Declassification of the  
Length of Widgets**

It is requested that consideration be given to declassifying the length of widgets. Supporting documentation will be provided by separate correspondence.

We will be available to meet and discuss this proposal at your convenience.

# Module E

## Exercises

# Exercise

Select the correct term from below to complete this sentence.

Only \_\_\_\_\_ in the DOE and DoD may declassify FRD documents.

- authorized individuals
- RD Management officials
- directors
- None of the above

# Exercise - Answer

Select the correct term from below to complete this sentence.

Only \_\_\_\_\_ in the DOE and DoD may declassify FRD documents.

- authorized individuals**
- RD Management officials
- directors
- None of the above

# Exercise

Select the correct term from below to complete this sentence.

FOIA and mandatory declassification reviews of RD and FRD are governed by 10 CFR 1045.42. This regulation states that agencies with documents containing RD and FRD must respond to mandatory declassification review requests and FOIA requests for these documents from the

\_\_\_\_\_.

- public
- originating authority
- President
- None of the above

# Exercise - Answer

Select the correct term from below to complete this sentence.

FOIA and mandatory declassification reviews of RD and FRD are governed by 10 CFR 1045.42. This regulation states that agencies with documents containing RD and FRD must respond to mandatory declassification review requests and FOIA requests for these documents from the

\_\_\_\_\_.

- public
- originating authority
- President
- None of the above

# Exercise - Answer

To whom can agencies submit proposals for declassification of RD and FRD information?

- DOE Director of the Office of Classification**
- Their supervisor
- Their RD Management Official
- None of the above

# Exercise

To whom can agencies submit proposals for declassification of RD and FRD information?

- o **DOE Director of the Office of Classification**
- o DOE Director of the Office of Health, Safety and Security
- o Their RD Management Official
- o None of the above

# Module E Summary

In this module we discussed:

- Declassification authorities
- Proper marking of declassified documents
- Types of declassification reviews

# Module F

## Other Considerations

# Module F Objectives

- **Instructional Goal:**

In this module you will review topics covering various other aspects of 10 CFR part 1045, as well as the security requirements for RD and FRD.

- **Instructional Objectives:**

Be able to identify the requirements for the following actions:

- Accessing RD and FRD information and documents
- Upgrading and downgrading RD and FRD documents
- Reclassifying RD and FRD documents and information

**This module contains no classified information.  
Classification markings are for example purposes only.**

# Additional Objectives

Be able to identify the following:

- Provisions that cover the rules governing limitations concerning the international exchange of RD or FRD information
- Handling of RD and FRD
- Procedure to follow in the event of loss or compromise of RD or FRD

# Access Requirements

- Access to RD and FRD information requires a:
  - Favorable determination of eligibility
  - Signed nondisclosure agreement
  - Need to know
  - May be additional access requirements (e.g., for access to nuclear weapon data)



# Access Requirements

| <i>Category</i>                             | <i>Top Secret</i>                                               | <i>Secret</i> | <i>Confidential</i> |
|---------------------------------------------|-----------------------------------------------------------------|---------------|---------------------|
| Restricted Data                             | Q*                                                              | Q*            | L**                 |
| Formerly Restricted Data                    | Same as NSI<br>(unless document contains Sigma FRD information) |               |                     |
| Transclassified Foreign Nuclear Information | Same as NSI                                                     |               |                     |

\* Eligibility for a DOE "Q" Clearance is based on a single scope background investigation (SSBI)

\*\* Eligibility for a DOE "L" clearance is based as a minimum on a National Agency Check, Local Agency Check, and Credit Check (NACLC)

# RD Access Requirements - DoD

- Need to Know
- Appropriate Clearance

Confidential and  
Secret RD

Final Secret

Top Secret RD

Final Top Secret

- CNWDI briefing for CNWDI access

Note: Persons with Confidential clearances or interim clearances are not eligible for access to RD

**Refer to DoD Instruction 5210.02 or contact USD(I) if you have questions about DoD access to RD and FRD**

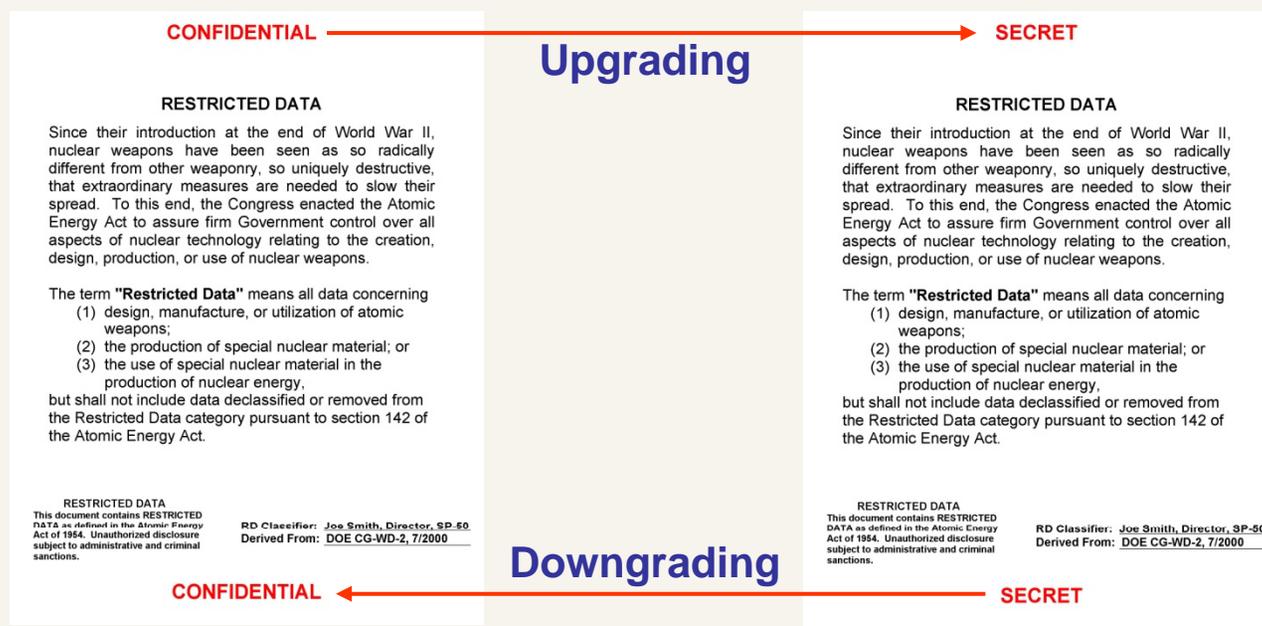
# Additional Access Requirements (Sigma Categories)

- Nuclear Weapon Data (NWD) **Sigma categories** were established to provide additional need-to-know protection of specific types of NWD
- Current Sigma Categories (Sigmas 1-13 are obsolete)
  - Sigma 14. Concerns the vulnerability of nuclear weapons to a deliberate unauthorized nuclear detonation or to the denial of authorized use.
  - Sigma 15. Concerns the design and function of nuclear weapon use control systems, features, and components.
  - Sigma 18. Includes information that would allow or significantly facilitate a proliferant nation or entity to fabricate a credible nuclear weapon or nuclear explosive based on a proven, certified, or endorsed U.S. nuclear weapon or device.
  - Sigma 20. Pertains to “crude, simple or innovative” improvised nuclear device designs, concepts, and related manufacturing or processing pathways.
- For additional information contact the Office of Nuclear Weapon Surety and Quality (202-586-0377)

# Upgrading and Downgrading

- An RD Classifier may :
  - upgrade the classification level (e.g. , C to S ) or
  - downgrade the classification level (e.g., TS to S)

of RD or FRD documents in accordance with joint DOE-agency classification guides or agency guides coordinated with DOE.



# Knowledge Check

Select the correct term from below to complete this sentence.

As an RD Classifier, you can change a document's classification from \_\_\_\_\_ to \_\_\_\_\_ if you have the proper guidance and training in the subject covered by the document.

- CRD to CFRD
- SRD to Unclassified
- SRD to CRD
- All of the above

# Knowledge Check

Select the correct term from below to complete this sentence.

As an RD Classifier, you can change a document's classification from \_\_\_\_\_ to \_\_\_\_\_ if you have the proper guidance and training in the subject covered by the document.

- CRD to CFRD
- SRD to Unclassified
- SRD to CRD**
- All of the above

RD Classifiers are only authorized to upgrade or downgrade the classification level of RD or FRD documents. RD Classifiers are NOT authorized to change the classification category of RD or FRD documents, or to go from classified to unclassified. CRD to CFRD reflects a category change; SRD to Unclassified reflects a declassification. SRD to CRD is changing the level only and is authorized.

# International Exchange of RD/FRD

- FRD is treated as RD in foreign dissemination.
- The Atomic Energy Act states there can be no exchange unless specifically authorized by the President pursuant to an agreement for cooperation pursuant to section 123 of the Atomic Energy Act.
- Approval for exchange is a multi-step process.
- Contact Joint Atomic Information Exchange Group (JAIEG), (703) 767-4463, if you need to share RD or FRD with any foreign nation or regional defense organization.

# Knowledge Check

Select the **only** individual or organization that can authorize exchange of RD or FRD with another country.

- The President of the United States
- The Department of Energy
- The Department of Defense
- The Joint Chiefs of Staff

# Knowledge Check

Select the **only** individual or organization that can authorize exchange of RD or FRD with another country.

- The President of the United States**
- The Department of Energy
- The Department of Defense
- The Joint Chiefs of Staff

# Safeguarding RD/FRD

- In general, RD and FRD are physically safeguarded in the same manner as other types of classified documents of the same level in
  - transmission by mail,
  - storage, and
  - destruction.
- Make certain that RD and FRD are stored where only persons with appropriate clearances and a need to know have access (i.e., do not store SRD in a safe where persons without a Q or DoD equivalent clearance and without a need to know have access).

# Lost or Compromised RD/FRD

- If RD or FRD is either compromised (disclosed to unauthorized persons) or lost (missing or unaccounted for), report it to the DOE Office of Security Assistance (301) 903-3767.
- This notification is in addition to the regular reporting requirements.
- Exercise care when reporting such incidents as the notification could contain classified information. Contact the Office of Security Assistance for classified methods of communication, if necessary.



# Module F

## Exercises

# Exercise

Select the correct term from below to complete this sentence.

Except for Department of Defense personnel, to gain access to Secret Restricted Data information, an individual must have

\_\_\_\_\_.

- an L or Q Clearance
- an L Clearance
- a Q Clearance
- an UCNI Clearance

# Exercise - Answer

Select the correct term from below to complete this sentence.

Except for Department of Defense personnel, to gain access to Secret Restricted Data information, an individual must have

\_\_\_\_\_.

- an L or Q Clearance
- an L Clearance
- a Q Clearance**
- an UCNI Clearance

# Exercise

Select the correct term from below to complete this sentence.

Exchanges of RD or FRD with other countries must be specifically authorized by the President under

---

- an agreement for cooperation pursuant to the Atomic Energy Act
- an Executive order
- An agreement to exchange classified information
- None of the above

# Exercise - Answer

Select the correct term from below to complete this sentence.

Exchanges of RD or FRD with other countries must be specifically authorized by the President under

---

- **an agreement for cooperation pursuant to the Atomic Energy Act**
- an Executive order
- An agreement to exchange classified information
- None of the above

# Exercise

Select the correct term from below to complete this sentence.

In the event of the loss or compromise of RD or FRD documents, in addition to the regular reporting requirements, notify the \_\_\_\_\_.

- DoD Director of Security
- DoD Office of Safeguards
- DOE Director of Classification
- DOE Office of Security Assistance

# Exercise

Select the correct term from below to complete this sentence.

In the event of the loss or compromise of RD or FRD documents, in addition to the regular reporting requirements, notify the \_\_\_\_\_.

- DoD Director of Security
- DoD Office of Safeguards
- DOE Director of Classification
- **DOE Office of Security Assistance**

**At (301) 903-3767**

# Module F Summary

- In this module you learned about:
  - Requirements for access to RD and FRD
  - Upgrading and downgrading of RD or FRD documents
  - International exchange of RD and FRD
  - Handling RD and FRD
  - Loss or compromise
- This brief explanation is not intended to make you an "expert" in these areas—only to provide you with a brief overview of other RD and FRD considerations. Please consult your local procedures for additional information.

# Next Steps

- You have completed the policy portion of the RD Classifiers Course.
- Contact your RD Management Official for procedures specific to your agency. If you do not know who your RD Management Official is, contact the DOE Outreach Program at (301) 903-7567.

# If You Have Questions

- Contact the DOE Classification Outreach Program at
  - (301) 903-7567 or
  - [outreach@hq.doe.gov](mailto:outreach@hq.doe.gov)