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(U) Office of Public Affairs

(U) Intelligence Community Directive 119 – Media Contacts

(U) Requirements and Impacts

25 March 2014

(U) Executive Summary

~~(U//FOUO)~~The ODNI Intelligence Community Directive (ICD) 119 – Media Contacts levies several requirements upon IC elements that cover the areas of IC element tracking and reporting media contacts, annual training, and Agency regulations updates. The impacts of these requirements are: the implementation process will need concerted planning across various offices; additional resources – especially for IT solutions; and time to accomplish. Fulfilling ICD 119 requirements will change how OPA's Media Relations Branch conducts business and how the Agency receives and tracks media contacts of all employees.

(U) Requirements

1. (U) External – CIA provides to ODNI
 - a. Reporting – designated public affairs employees; all media contacts, authorized and unauthorized, with topics; and consultation with ODNI on media projects
 - i. Semi-Annual
 - b. Training – D/CIA certification to ODNI that all employees have received annual mandatory training
 - i. Annual, end of Calendar Year
2. (U) Internal – CIA and Employees
 - a. Agency Regulations – review and update
 - b. Training – create and ensure all employees take annual mandatory training
 - i. Annual, end of Calendar Year
 - c. Tracking and Auditing – track all authorized and unauthorized contact with the media
 - d. Reporting – Provide above External requirements elements to ODNI
 - i. Semi-Annual

(b)(3)

(U) Impact

(U) Planning and implementing these requirements will be a lengthy process, require many changes in current procedures, and need additional resources in order to accomplish them.

**(U)* For the specifics of the requirements please see attached document.

Prepared by OPA/FO/IMO

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