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(U) Best Practices - 2013

(U//~~FOUO~~) The PRB has overall responsibility for releasing approved personal documents to requestors. PRB reviewers will approve documents by internal reviews or, at their discretion, may forward the documents to the appropriate senior Reviewers or PRB Board members for their comments. While the guidelines for what should or what should not be included in personal documents are not all encompassing and continually change, the listing below provides general guidance of subject criteria that should not be included in personal documents.

- (U) Specific budget information
- (U) Specific numbers of personnel
- (U) Agency-specific designators (AINs, SFNs)
- (U) Agency buildings and specific locations (including stations and bases)
- (U) References to cover/alias of any kind
- (U) References to specific sources, methods, targets, equipment, and covert activities or relationships
- (U) Reference to specific operations

(b)(3)
(b)(5)

[Redacted]

- (U) Employee names
- (U) Agency-specific, intelligence-related training

(b)(1)
(b)(3)
(b)(5)

[Redacted]

(b)(3)

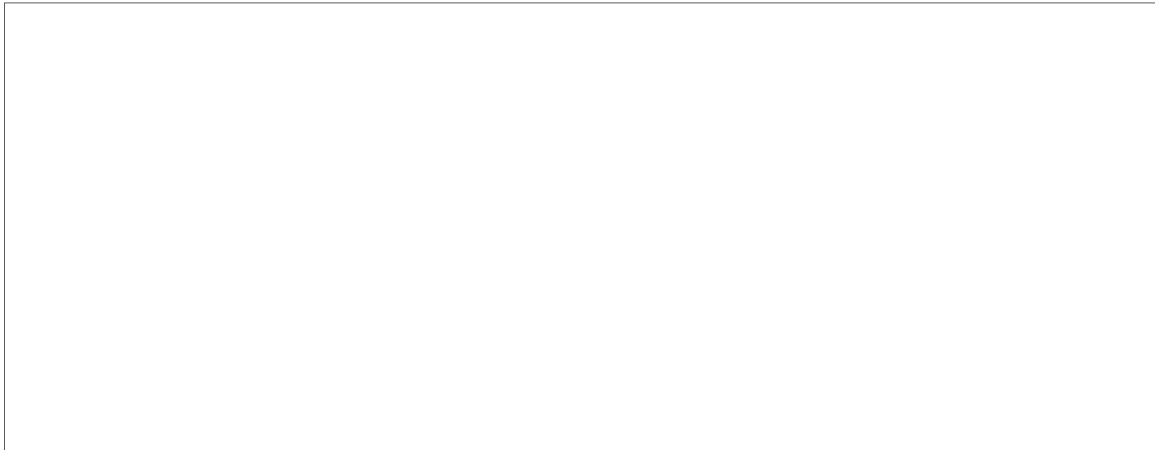
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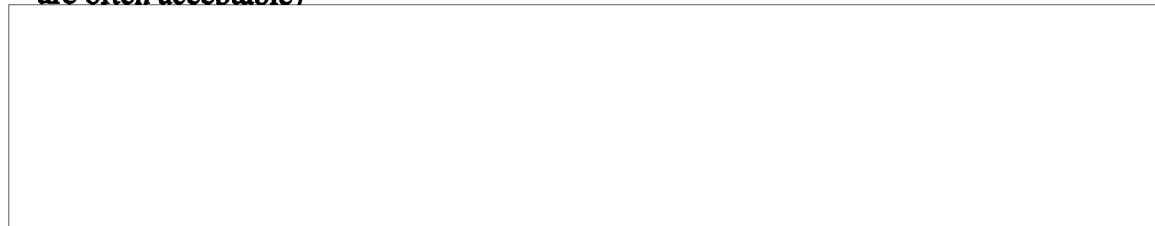
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(U) Information on the names of Agency-specific training courses (however, generic terms like "management," "personnel training," and names of workshops are often acceptable)

(b)(1)
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