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REVIEW OF AGENCY REGULATIONS

I. The President on 21 December 1970 directed that the following steps be taken immediately:

A. Ensure that existing regulations and procedures designed to safeguard classified information be reviewed and strengthened where necessary.

1. Our regulations are continuously reviewed and amended when necessary.

2. During the past three years, fifteen regulations in the Security series have been revised or are under revision.

B. These regulations and procedures should assure that only those individuals with a demonstrated "need-to-know" receive classified information and that all recipients are constantly aware of the necessity to protect it from public disclosure.

1. The following regulations cover the need-to-know principle and the requirement for protection of classified information:

25X1A

a. [REDACTED] - "Release of Agency Information to Representatives of Public Information Media"

25X1A

b. [REDACTED] - "Care and Use of Official Data"

25X1A

c. [REDACTED] - "Release of CIA Information to the Public"

25X1A

d. [REDACTED] - "Controls for Dissemination and Use of Intelligence and Intelligence Information"

(When information is to be released to the public or representatives of public information media,

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regulations concerned set up specific steps to be followed in specific cases.)

2. The following regulations cover employee's responsibilities for the protection of classified information from unauthorized disclosures:

25X1A

a. [REDACTED] - "Release or Disclosure of Classified or Unclassified CIA Intelligence Material to the Congress of the United States"

25X1A

b. [REDACTED] - "Secrecy Agreements"

25X1A

c. [REDACTED] - "Limitation on Outside Activities"

25X1A

3. The following regulations govern the protection of classified information:

25X1A

a. [REDACTED] - "Classification of Official Information and Material"

25X1A

b. [REDACTED] - "Storage of Classified and Controlled Matter"

c. [REDACTED] - "Security of Classified Documents"

C. The regulations should provide for an adequate security review of all statements and documents made public in subjects with important security connotations.

1. It is Agency policy not to make public, statements or documents with important security connotations.

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2. The following regulation prohibits the release of any official data outside the Agency except by those officials authorized to do so through the chain of command by the DCI:

[REDACTED] - "Care and Use of Official Data"

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3. The following regulation sets out the procedures for unofficial public appearances and publications:
[REDACTED] - "Limitations on Outside Activities"

D. Responsible officials are to take firm disciplinary action against individuals under their jurisdiction found responsible for careless or deliberate mishandling of classified information.

1. The following regulations set forth penalties which include suspension, termination, or criminal prosecution resulting from unauthorized disclosure of classified information and other types of security violations:

25X1A

- a. [REDACTED] - "Compliance with Security Regulations"

25X1A

- b. [REDACTED] - "Secrecy Agreements"

E. Prior to release, all public communications on matters of known or potential Presidential interest must be carefully cleared by the White House. All official communications with policy implications must be cleared by the White House.

25X1A

The following notice covers public statements, press releases and official external communications concerning matters in which the President has a known or likely interest or which have broad policy implications:

25X1A

[REDACTED] - "Disclosures of Classified Information and Coordination and Clearance of Official Statements"

- II. [REDACTED] is an all-inclusive notice distributed to all employees.
This notice covers:

- A. The Presidents concern
- B. Issuance of guidelines to USIB members
- C. Comment on CIA policies and procedures
- D. Contacts with the public media
- E. Requests under Freedom of Information Act

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- F. Matters of interest to the President
- G. Unofficial public appearances and publications
- H. Protection of official data from unauthorized disclosures
- I. Knowledge of unauthorized disclosures
- J. Social conversations concerning national security or foreign affairs
- K. Disciplinary action

III. The President said the DCI has the statutory responsibility for the protection of sources and methods and he would look to him to provide guidance in this field through the machinery of the intelligence community.

On 23 April 1971, the DCI as Chairman of USIB issued to the intelligence community a paper "Guidance Governing Disclosures of Classified Intelligence".

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