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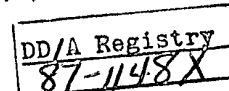
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POLICY

THE UNDER SECRETARY OF DEFENSE

WASHINGTON, D. C. 20301-2000



27 MAY 1987

In reply refer to:
I-87/05183

Mr. William F. Donnelly
Deputy Director for Administration
Central Intelligence Agency
Washington, D.C. 20505

Dear Mr. Donnelly:


My 8 September 1986 letter regarding the Armed Forces Courier Service (ARFCOS) invited your Agency's participation in the redefinition of ARFCOS. Your representatives have attended many of the meetings of the ARFCOS organization and policy working groups and their contributions have been most valuable.

With their cooperation, and that of representatives of Department of Defense Components, we have developed the enclosed draft DoD Directive on the Defense Courier Service. We believe that it meets the needs of the Department of Defense and, hopefully, your Agency as well.

We have begun the formal coordination process for the proposed Directive. I would appreciate your comments on the enclosed draft by the end of June 1987.

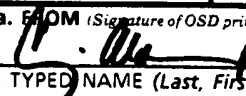
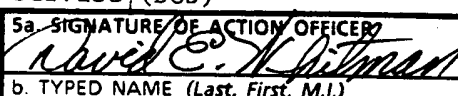
Mr. David E. Whitman of my office is available to answer questions your staff may have; he may be contacted on 695-2289 or 695-2686.

Sincerely,


Craig Alderman, Jr.
Deputy

Enclosure

REGISTRY
60-7

DoD DIRECTIVES SYSTEM COORDINATION AND CONTROL RECORD				
1. TYPE OF ISSUANCE Directive	2. ISSUANCE NO. 5200.xx	3. SUBJECT Defense Courier Service (DCS)		
4a. FROM (Signature of OSD principal staff assistant or principal deputy) 		5a. SIGNATURE OF ACTION OFFICER 		
b. TYPED NAME (Last, First, M.I.) Alderman, Craig, Jr.		b. TYPED NAME (Last, First, M.I.) Whitman, David E.		
c. TITLE DUSD (Policy)		c. OFFICE SYMBOL SP&P, ODUSD (P)	d. TELEPHONE NO. x52289	e. ROOM NO 3C274
6. PURPOSE/REMARKS The attached proposed DoD Directive is to re-define the Armed Forces Courier Service in response to a Secretary of Defense-approved recommendation of the Stilwell Commission. It is the product of many meetings with interested DoD activities as well as meetings with representatives of non-DoD agencies. The Department of State and the Central Intelligence Agency are being afforded an opportunity to comment formally on this draft. The DoD Office of General Counsel is asked to examine this draft in light of the Economy Act and providing service to non-DoD activities. Please refer to "I-87/05183 in any separate written reply.			7. SECURITY CLASSIFICATION (See DoD Regulation 5200.1-R) <input type="checkbox"/> TOP SECRET <input type="checkbox"/> SECRET <input type="checkbox"/> CONFIDENTIAL <input checked="" type="checkbox"/> UNCLASSIFIED <input type="checkbox"/> OTHER (Specify) _____	
			9. THE DOCUMENT WILL BE PUBLISHED AS A RULEMAKING DOCUMENT IN THE FEDERAL REGISTER (See DoD Directive 5400.9) <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	
			7. DATE FORWARDED (YYMMDD) 870529	8. RETURN DATE (YYMMDD) 870717
9. TO ADDRESSEES LISTED BELOW: The attached draft is forwarded for review and comment. a. If the draft as written is approved, please indicate concurrence by signing and dating the appropriate space below. (Signature level must comply with subsections D.2. and 3., Chapter 2, DoD 5025.1-M.) b. If changes are recommended please attach a separate memorandum covering the recommendations and so indicate in the appropriate space below.				
X	UNDER SEC DEF FOR POLICY	X	SECRETARY OF THE ARMY	
X	UNDER SEC DEF FOR ACQUISITION	X	SECRETARY OF THE NAVY	
X	ASST. SEC DEF (Acquisition and Logistics)	X	SECRETARY OF THE AIR FORCE	
X	ASST. SEC DEF (Command, Control, Communications, and Intelligence)	X	CHAIRMAN, JOINT CHIEFS OF STAFF	
X	ASST. SEC DEF (Comptroller)		DIRECTOR, DEFENSE ADVANCED RESEARCH AND PROJECTS AGENCY	
X	ASST. SEC DEF (Force Management and Personnel)		DIRECTOR, DEFENSE AUDIOVISUAL AGENCY	
	ASST. SEC DEF (Health Affairs)		DIRECTOR, DEFENSE COMMUNICATIONS AGENCY	
	ASST. SEC DEF (Legislative Affairs)		DIRECTOR, DEFENSE CONTRACT AUDIT AGENCY	
	ASST. SEC DEF (Public Affairs)	X	DIRECTOR, DEFENSE INTELLIGENCE AGENCY	
	ASST. SEC DEF (Research and Technology)		DIRECTOR, DEFENSE INVESTIGATIVE SERVICE	
	ASST. SEC DEF (Reserve Affairs)		DIRECTOR, DEFENSE LOGISTICS AGENCY	
X	GENERAL COUNSEL, DoD		DIRECTOR, DEFENSE MAPPING AGENCY	
X	INSPECTOR GENERAL, DoD		DIRECTOR, DEFENSE NUCLEAR AGENCY	
	ASST. TO THE SEC DEF (Atomic Energy)	X	DIRECTOR, DEFENSE SECURITY ASSISTANCE AGENCY	
	ASST. TO THE SEC DEF (Intelligence Oversight)	X	DIRECTOR, NATIONAL SECURITY AGENCY / CHIEF, CENTRAL SECURITY SERVICE	
	DIRECTOR, OPERATIONAL TEST AND EVALUATION		DIRECTOR, STRATEGIC DEFENSE INITIATIVE ORGANIZATION	
	DIRECTOR, PROGRAM ANALYSIS AND EVALUATION			

SD Form 106, AUG 85

Previous editions are obsolete.



Department of Defense **DIRECTIVE**

NUMBER

SUBJECT: Defense Courier Service (DCS)

- References:
- (a) JCS Publication 13, Volume I, "Policy and Procedures Governing the Authentication and Safeguarding of Nuclear Control Orders," April 1, 1982 and Volume II, "Policy and Procedures Governing the Permissive Action Link/Coded Switch Cipher System," January 1, 1981
 - (b) JCS SM-313-83, "Safeguarding the Single Integrated Operational Plan," May 10, 1983
 - (c) DoD 5200.1-R, "Information Security Program Regulation," June 1986, authorized by DoD Directive 5200.1, June 7, 1982
 - (d) DoD 7290.3-M, "Foreign Military Sales Financial Management Manual," September 1986, authorized by DoD Instruction 7290.3, June 29, 1981
 - (e) DoD Directive 4000.19, "Interservice, Interdepartmental, and Interagency Support," October 14, 1980
 - (f) DoD Instruction 5000.21, "Forms Management Program," December 5, 1973

A. PURPOSE

This Directive:

1. Establishes the DCS as a joint activity under the Commander-in-Chief, Military Airlift Command (CINCMAC).

2. Establishes policy for the secure and timely movement of material listed in enclosure 1.

3. Prescribes policy, organization, management, responsibilities, relationships, and authorities of the DCS.

B. APPLICABILITY AND SCOPE

1. This Directive applies to the Office of the Secretary of Defense (OSD), the Military Departments and their reserve components, the Joint Chiefs of Staff (JCS), the Unified and Specified Commands, the Inspector General of the Department of Defense, and the Defense Agencies (hereafter referred to collectively as "DoD Components").

2. Other qualified activities may use the DCS but only in compliance with this Directive.

C. POLICY

1. It is DoD policy to provide the most secure, common-use transportation for certain sensitive and classified material. The DCS shall be the principal means of providing for the secure transportation and control of qualified material requiring handling by courier. This shall include support for joint or combined operations and support to the North Atlantic Treaty Organization

(NATO) and U.S. allies consistent with agreements. The primary security objective is to prevent unauthorized access to material while it is in the DCS system. However, DCS couriers shall not ordinarily use deadly force in the protection of material entrusted to their safeguarding.

2. The DCS shall provide service to DoD Components consistent with the level of DCS funding and foreign military sales considerations in accordance with DoD 7290.3-M (reference (d)). Transportation requirements above funded levels shall be on a reimbursable basis. Transportation of qualified material for non-DoD agencies shall be on a reimbursable basis when required by law or regulation.

3. DCS users shall ensure that only qualified material is entered into the DCS system. (Qualified material, unqualified material, and prohibited material are delineated in enclosure 1.)

4. The DCS shall move material among authorized users in a scheduled, timely manner consistent with security, operational, and logistical considerations. In addition, the DCS shall provide for a special delivery service on a reimbursable basis.

5. Qualified material shall be transported by the DCS to or via only those locations outside the United States where a Status of Forces Agreement (SOFA) or other treaty agreement is in place that provides protection from search and seizure by customs or other unauthorized officials. (DCS transfers material to the Department of State for final delivery in foreign countries not having a SOFA or similar agreement.)

6. Two-person control material shall be governed by the provisions of JCS Publication 13, Vol I and II and SM 313-83 (references (a) and (b)). Application of the caveat "two-person control" within the DCS system is restricted to nuclear command and control material and equipment.

7. The provisions of paragraph 7-100 b., DoD 5200.1-R (reference (c)) that bar working alone with access to Top Secret or Special Access Program material shall not apply while it is airborne within the DCS system.

D. ORGANIZATION AND MANAGEMENT

1. The DCS is established as a joint activity with CINCMAC exercising command authority and executive agent responsibility. The Deputy Under Secretary of Defense (Policy) (DUSD(P)) establishes security standards, qualified material (enclosure 1), and use of DCS.

2. The DCS shall be staffed initially by personnel provided currently by the Chief of Staff, U.S. Army; Chief of Naval Operations; and Chief of Staff, U.S. Air Force to the Armed Forces Courier Service (ARFCOS). The chief of each Service shall ensure personnel assigned to the DCS meet the qualifications established for access to Sensitive Compartmented Information and those other personnel standards established by CINCMAC in coordination with JCS. Each Service shall continue to provide personnel identified to support DCS as approved by JCS.

3. The position of Commander, DCS, shall be an officer at the 0-6 grade, nominated by the Military Departments, selected and rated by CINCMAC, whose normal tour of duty shall be 3 years.

E. RESPONSIBILITIES

1. The Heads of DoD Components shall:

a. Develop and submit to DCS, on an annual basis upon request, their courier requirements and priorities, to include requirements of their contractors and foreign military sales in accordance with DoD 7290.3-M (reference (d)).

b. Provide support in emergency situations to DCS couriers necessary to safeguard DCS shipments, in accordance with DoD Directive 4000.19 (reference (e)).

c. Provide funds to DCS for special delivery services as required.

d. Ensure that their sponsored contractors comply with this Directive.

2. The JCS shall:

a. Advise the DUSD(P) on courier policy matters.

b. Provide guidance to the Unified and Specified Commands concerning courier services and their responsibilities relating to the DCS.

c. Take necessary action on DCS manpower requirements submitted by CINCMAC in accordance with established JCS procedures.

3. The Chief of Staff, Army (CSA); Chief of Naval Operations (CNO); and Chief of Staff, U.S. Air Force (CSAF) shall:

a. Provide qualified personnel to carry out the DCS mission.

b. In coordination with CINCMAC, provide and maintain courier stations at locations determined to be consistent with mission requirements and sponsor military construction programs in accordance with DoD Directive 4000.19 (reference (e)).

c. Equally fund the DoD portion of the DCS operation and support. Funds shall be transferred to the DCS for execution year through interservice agreements.

d. Provide funds for special delivery services to DCS as required.

4. The DUSD(P) shall:

a. Provide overall guidance for implementation of the policies and responsibilities for the operation of the DCS through issuance of DoD regulations and other guidance, as required.

b. Authorize exceptions to the security provisions of this Directive, to include the content of enclosure 1, as appropriate.

c. Establish any special material handling requirements within the DCS.

5. The CINCMAC shall:

a. Exercise command and executive agent authority for the DCS.

b. Ensure proper coordination with other commands and agencies, as appropriate, concerning the operations of the DCS, to include the establishment of DCS personnel qualifications.

c. Keep the JCS and DUSD(P) informed of significant matters concerning the activities of the DCS.

d. Provide advice and recommendations on matters within the areas of responsibility assigned to the DCS.

e. Provide required civilian personnel authorizations and staffing (initially as transferred from the ARFCOS by the Military Departments).

f. Promulgate regulations required for the operation of the DCS.

g. Consistent with DoD Instruction 5000.21 (reference (f)), coordinate recommended changes to DoD forms and forward any proposed substantive changes to the DUSD(P) for approval.

6. The Commander, DCS shall:

- a. Be responsible to the CINCMAC for accomplishment of the DCS mission.
- b. Coordinate with the Department of State Diplomatic Courier Service for transportation of qualified material to DoD users DCS does not serve and to Department of State sponsored users served by the DCS.
- c. Develop contingency plans for the priority movement of qualified material during war, contingencies, and other emergencies.
- d. Establish professional performance standards for personnel assigned to the DCS and provide for professional and Service training.
- e. Establish a transportation network to meet mission requirements.
- f. Investigate suspected entry of unqualified or prohibited material into the DCS.
- g. Issue and control courier credentials and badges.
- h. Grant one-time, limited-duration exceptions to the content of enclosure 1, as appropriate.
- i. Determine budget requirements for operations of the DCS and advise the CSA, CNO, and CSAF of their portion of the DCS requirement.

j. Advise non-DoD agencies of their budget requirements to support and use the DCS.

7. The heads of other U.S. Government departments and agencies that use DCS shall:

a. Develop and submit to DCS, on an annual basis upon request, their courier requirements and priorities, including requirements of their sponsored contractors.

b. Provide support, within their respective fields of responsibilities, to the Commander, DCS, as required to carry out the assigned mission of the DCS.

c. Assess the responsiveness of the DCS to their operational needs.

d. Budget and provide funds to DCS for their share of normal DCS operations.

e. Provide funds to DCS for special delivery services as required.

f. Ensure that their sponsored contractors comply with this Directive.

F. RELATIONSHIPS

The Commander, DCS shall:

1. Maintain direct liaison with DCS users for the purpose of accomplishing DCS responsibilities within the limits of established DoD policy and CINCMAC procedures.
2. Communicate directly with commanders of military installations and others about DCS stations including facility, transportation, counterintelligence, criminal intelligence, communications, and personnel support in accordance with DoD Directive 4000.19 (reference (e)).

G. EFFECTIVE DATE AND IMPLEMENTATION:

1. This Directive is effective immediately. The DCS shall be activated effective 1 October 1987.
2. CINCMAC, in coordination with the Chief of Staff, Army, shall develop an implementation plan to deactivate ARFCOS and activate the DCS effective 1 October 1987.
3. CINCMAC, in coordination with the Chief of Staff, Army, Chief of Naval Operations, and Chief of Staff, U.S. Air Force shall develop an implementation plan to deactivate the three Military Department courier services effective 1 October 1987 and assist in the activation of the DCS.

4. The Military Departments shall provide program funds and billets to operate the DCS. Beginning in fiscal year 1988, program funds shall be transferred annually from the Departments of the Army and Navy to the Department of the Air Force through interservice agreements to operate the DCS.

5. Existing documents of the Military Departments shall be reviewed for conformance with this Directive.

6. Implementation of this Directive shall be accomplished through issuance of an appropriate DoD regulation by the DUSD(P). This regulation shall be developed with DoD Component assistance and address standards of services, security standards, personnel standards, support requirements, and related matters.

Enclosure

Qualified, Unqualified
and Prohibited Material

QUALIFIED, UNQUALIFIED, AND PROHIBITED MATERIAL

1. Qualified material. The following categories of material qualify for DCS handling:

a. DoD material:

- (1) Top Secret information.
- (2) Classified cryptographic/COMSEC material.
- (3) Classified cryptologic material.
- (4) CRYPTOGRAPHIC keying material designated and marked CRYPTO by the National Security Agency.
- (5) Sensitive compartmented information (SCI).
- (6) Air and spaceborne imagery material classified SECRET and higher.
- (7) Controlled Cryptographic Items for shipment outside the 48 contiguous States when no other means of secure transportation is available.
- (8) Any U.S. classified material which cannot be transmitted in U.S. custody by any other means.

(9) Single Integrated Operational Plan materials and Secret or higher targeting support materials.

b. Other qualified material:

(1) Department of State accompanied diplomatic courier pouches.

(2) Material in paragraphs a. (1) through a. (8) above of other U.S. Government agencies.

(3) NATO material in paragraphs a. (1) through a. (7) above for transport within areas already served by DCS.

(4) Allied material in paragraphs a. (1) through a. (7) above, used for combined operations, for transport within areas already served by DCS.

(5) Material in paragraph a. (1) through a. (8) above of Federal Government contractors when government contracting officials have coordinated with and obtained Director, DCS approval for use of the DCS system prior to initiation of the service, and such requests are in writing and contain identification of the type of material to be received and dispatched; production schedules; size, weight, and cube of material; name, address, and telephone number of the contractor's government contracting official; contract number and expiration date of contract; name and address of contractor; and any other data pertinent to the transportation of the material.

(6) Foreign Military Sales (FMS) material in paragraphs a. and b. above for transport within areas already served by DCS.

2. Unqualified material. All material is unqualified if it is:

a. Not identified in paragraph 1, above.

b. Not specifically authorized for DCS transportation by the Director, DCS.

3. Prohibited material. The following material is not authorized entry into the DCS regardless of classification or other qualifying criteria.

a. Contraband, including controlled substances (particularly narcotics and dangerous drugs) as defined in section 812, title 21, United States Code.

b. Explosives, ammunitions, and firearms and their components.

c. Radioactive material or other material hazardous to personnel.

d. Flammables.

e. Liquids.

f. Batteries (prohibited from air shipment by Federal Aviation Administration or international regulations).

g. Currency, military payment certificates, bonds, securities, gold, silver, jewels, jewelry, postage stamps, or other negotiable instruments.