

When the Source List Has Classified Items (Storyboard)

<p>1</p>	<p>Source List</p> <p>TOP SECRET</p> <ol style="list-style-type: none"> (U) DHS Security Classification Guide, Sep 12, 2008, (U) "Classification Actions" (U) FEMA Director of Security memo, Jan 19, 2007, (TS) "Secure Facilities", item 7.c.4. (U) CBP Intelligence Division Document, (U) "Threats to Our Borders", Oct 6, 2008 <p>TOP SECRET</p> <p>All Markings for Training Purposes Only</p>	<p>You must be careful if one of the source documents is classified at a higher level than the document you are creating. In this example, we have a Top Secret title.</p>
<p>2</p>	<p>Source List</p> <p>TOP SECRET</p> <ol style="list-style-type: none"> (U) DHS Security Classification Guide, Sep 12, 2008, (U) "Classification Actions" (U) FEMA Director of Security memo, Jan 19, 2007, (TS) "Secure Facilities", item 7.c.4. (U) CBP Intelligence Division Document, (U) "Threats to Our Borders", Oct 6, 2008 <p>TOP SECRET</p> <p>SECRET</p> <p>December 20, 2010</p> <p>MEMORANDUM FOR CLASSIFIERS FROM: Classification Branch SUBJECT: (U) Classification Action</p> <p>1 (U) When a document is identified exclusively on the basis of "Trusted For" the usual approval process from Multiple Sources.</p> <p>2 (U) The Actionable Identifier shall include a listing of the source material on, or obtained from, exclusively identified document.</p> <p>Classified By: Dick Tabor, Branch Chief Controlled From: Multiple Sources Declassify On: 25C-1 Human</p> <p>SECRET</p> <p>Document</p> <p>All Markings for Training Purposes Only</p>	<p>Although only one source is classified as Top Secret, we page mark the source list as Top Secret.</p>
<p>3</p>	<p>Source List</p> <p>TOP SECRET</p> <ol style="list-style-type: none"> (U) DHS Security Classification Guide, Sep 12, 2008, (U) "Classification Actions" (U) FEMA Director of Security memo, Jan 19, 2007, (TS) "Secure Facilities", item 7.c.4. (U) CBP Intelligence Division Document, (U) "Threats to Our Borders", Oct 6, 2008 <p>TOP SECRET</p> <p>SECRET</p> <p>December 20, 2010</p> <p>MEMORANDUM FOR CLASSIFIERS FROM: Classification Branch SUBJECT: (U) Classification Action</p> <p>1 (U) When a document is identified exclusively on the basis of "Trusted For" the usual approval process from Multiple Sources.</p> <p>2 (U) The Actionable Identifier shall include a listing of the source material on, or obtained from, exclusively identified document.</p> <p>Classified By: Dick Tabor, Branch Chief Controlled From: Multiple Sources Declassify On: 25C-1 Human</p> <p>SECRET</p> <p>Document</p> <p>All Markings for Training Purposes Only</p>	<p>However, in our document, we are only using information at the Secret level.</p>

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<p>4</p>	<p>The source list contains three items, each with a circled classification marking: (U) DHS Security Classification Guide, Sep 12, 2008, (U) "Classification Actions"; (U) FEMA Director of Security memo, Jan 19, 2007, (TS) "Secure Facilities", item 7 of 4; (U) CBP Intelligence Division Document, (U) "Threats to Our Borders", Oct 6, 2008. The document is a memorandum for classifiers dated December 29, 2010, with a circled "TOP SECRET" marking and a note: "Downgrade to SECRET when separated from TOP SECRET attachment." Below the document is a circled "TOP SECRET" marking.</p>	<p>When the marked source list is attached, the document becomes Top Secret.</p>
<p>5</p>	<p>The source list is titled "Source List" and has a circled "TOP SECRET" marking. A green callout bubble points to the source list with the text: "Downgrade to SECRET when separated from TOP SECRET attachment". The document is a memorandum for classifiers dated December 29, 2010, with a circled "TOP SECRET" marking and a note: "Downgrade to SECRET when separated from TOP SECRET attachment." Below the document is a circled "TOP SECRET" marking. At the bottom, it says "All Markings for Training Purposes Only".</p>	<p>We can add a note to downgrade the document to Secret when separated from the Top Secret attachment.</p>
<p>5</p>	<p>The source list is titled "Source List" and has a circled "Unclassified" marking. The source list items are: (U) DHS Security Classification Guide, Sep 12, 2008, (U) "Classification Actions"; (U) FEMA Director of Security memo, Jan 19, 2007, (U) <u>Unique identifier</u>; (U) CBP Intelligence Division Document, (U) "Threats to Our Borders", Oct 6, 2008. The document is a memorandum for classifiers dated December 29, 2010, with a circled "SECRET" marking and a note: "Downgrade to SECRET when separated from TOP SECRET attachment." Below the document is a circled "SECRET" marking. At the bottom, it says "All Markings for Training Purposes Only".</p>	<p>To prevent this problem, the Information Security Oversight Office (ISOO) allows an unclassified unique identifier that will only allow that document to be identified.</p>

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6	<p>Source List</p> <p>Attach to each copy of your derivatively classified document</p> <p>When Subject is classified at a higher level than your new derivatively classified document, it may directly impact the sharing of the information if you can't use an unique identifier</p>  <p>Document</p> <p>All Markings for Training Purposes Only</p>	<p>Many documents have a type of unclassified control number that can be substituted for the classified subject. Using an unclassified unique identifier allows information to be classified at a lower lever and promotes information sharing.</p>
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