

# United States Senate

OFFICE OF THE SECRETARY

OFFICE OF SENATE SECURITY

## Updated WikiLeaks Guidance

Senate employees and contractors are obligated to protect classified information pursuant to all applicable laws, and to use government information technology systems in accordance with Senate policy in order to ensure that the integrity of such systems is not compromised.

Unauthorized disclosure of classified information (whether in print, on a blog, or on websites) does not alter the information's classified status or automatically result in declassification of the information. To the contrary, classified information, whether or not already posted on public websites or disclosed to the media, remains classified, and must be treated as such by Senate employees and contractors, until it is declassified by an appropriate U.S. Government authority.

Regarding the WikiLeaks disclosures specifically:

- Do not visit the WikiLeaks site itself.
- Senate employees or contractors shall not, while using computers or other devices (such as Blackberries or Smart Phones) that access the web on non-classified government systems, access documents that are marked classified (including classified documents publicly available on the WikiLeaks and other websites), as doing so risks that material still classified will be placed onto non-classified systems.
- This requirement does not restrict employee or contractor access to non-classified, publicly available news reports (and other non-classified material) that may in turn discuss classified material, as distinguished from access to underlying documents that themselves are marked classified (including if the underlying classified documents are available on public websites or otherwise in the public domain).
  - Media reports that describe or even include portions of the cables, are not classified as long as they are maintained in their original context as being media reports (i.e., second hand references may be used, just not the actual data). Further, as long as the reports are intact and have no US verification of their accuracy, they may be processed and disseminated as U//FOUO.
- All WikiLeaks reporting should be treated as (U//FOUO)
- Senate employees or contractors shall not access, or be granted access to, classified material unless they have been granted the necessary security clearance and have a need to know the information.
- Senate employees and contractors who believe they may have inadvertently accessed or downloaded classified or sensitive information on computers that access the web via non-classified Senate systems, or without prior authorization, should contact the Office of Senate Security for assistance.