



## From the Director's Office

In August, Mr. Glenn Podonsky, Director of the Office of Security and Safety Performance Assurance (SSA), announced the restructuring of SSA, which became official on October 30, 2005. The new organization (see chart on page 4) will increase efficiency by streamlining the chain of command and consolidating functions. Over the past 3 months, we have been in transition, aligning personnel and functions under the new structure. Our office has been renamed the Office of Classification (SP-50).

The most noticeable change is the “flattening” of the management structure. One layer of management previously made up of multiple managers is being replaced by a single Deputy Director, Michael Kilpatrick. We now report directly to Glenn Podonsky through Michael Kilpatrick. This gives the Office of Classification greater visibility with and access to senior SSA management and will facilitate the approval process for many actions.

Since the position of the Director of the Office of Security no longer exists, the responsibilities and authorities of that position as defined in Departmental directives, executive correspondence, and interagency agreements have been temporarily assumed by the Deputy Director of SSA. Mr.

Kilpatrick will perform these functions until they are redelegated under the new organization.

Within the Office of Classification, Andy Weston-Dawkes is the acting Deputy Director. Our prior divisions are now offices in their own right: the Office of Quality Management (SP-51) with Paul Laplante as Director, the Office of Technical Guidance (SP-52) with Edie Chalk as Director, and the Office of Document Reviews (SP-53) with James Wendt as Director.

The Office of Classification will continue to perform most of the functions of the Office of Classification and Information Control, with several important exceptions. The Information Technology support mission under Vinh Le has transferred to the Office of Resource Management (SP-1.2). However, guide production and distribution remains in the Office of Technical Guidance under Edie Chalk.

In addition, the classification and UCNI oversight function of DOE and NNSA Headquarters and field sites previously performed by the our office is being transferred to the Office of Security Evaluations (SP-41). The Office of Quality Management will continue to conduct classification oversight visits to other agencies and provide assistance to field classification offices, as requested.

**Director** (Continued on page 7)

## Re-marking Requirements

Have you seen DOE Manual 470.4-4, *Information Security*, which became effective on August 26, 2005? Chapter II of the manual, “Classified Matter Protection and Control Requirements,” contains a lot of information that is of particular interest to derivative classifiers (DC) and derivative declassifiers. The following paragraphs highlight some of the requirements that you

should all be aware of, but it is certainly not a substitute for reading the requirements yourself.

**Markings Pending a Classification Review (Paragraphs 1.c. and 1.e.):** Prior to obtaining a classification review of a document in a classified subject area, the originator must protect the document at the highest potential level and

**Re-marking** (Continued on page 3)

### Inside this issue:

Re-marking Requirements	1
You Can't Tell a Book by its Cover—Part I	2
You Can't Tell a Book by its Cover—Part II	2
Guidance Status	5
Reviews of Draft Documents	6
Obsolete Markings	7

### Special points of interest:

- How can I tell if I have the most recent version of a guide? — See Page 2.
- Can I use GG-5 to determine if a document is UCNI? — See Page 2.
- What classification/UCNI guides are being developed/revised — See Page 5.
- How do I handle a draft document pending review? — See Page 6.

## You Can't Tell a Book by its Cover – Part I

### Is Your Guide Up to Date?

You can't tell a book by its cover — especially a classification guide. The only way to be sure you have the latest relevant guidance to make a classification determination is refer to the *Index of DOE Headquarters Classification Guidance*. Compare the "Record of Page Change," which is located inside the guide just before the Table of Contents, with the Index to ensure you have all of the changes.

The "Record of Page Change" is important because the date of a guide is changed only for major revisions (e.g., CG-SS-3 to CG-SS-4). When you receive page changes, you should insert or replace the appropriate pages in your existing guide and note the change in the record. If each page change listed in the Index is recorded on the "Record of Page Change," your guide is current.

The Index, which is updated and distributed in January and July, lists current HQ guidance and its changes. The last change listed reflects the latest change to the guide. The Index lists current guidance alphabetically, followed by sections that include Unclassified Controlled Nuclear Information guidelines, bulletins, superseded or rescinded guidance, and cancelled bulletins. In the "Summary of

Superseded or Rescinded Guidance," the Index lists the guide which replaced the superseded or rescinded guide.

You should review the Index each time it is issued, but especially now since there have been significant changes to many HQ guides recently. For example, all NSI topics have been updated due to changes in the Executive order. In addition, several changes include updates to many security-related topics (e.g., Design Basis Threat topics).

Some sites provide copies of the Index to each reviewer while others make it available on intranet or at a central location. If it is not available to you, contact your Classification Officer for a copy or access to the Index.

Finally, although not an official announcement of publication, the CommuniQué is an excellent source for keeping track of changes to guides. The "Guidance Status" provides information on the status of guide revisions and a list of guidance issued during the last quarter. Check page 5 to see what guidance has been issued or updated over the past 3 months.

If you have any questions regarding the use of the Index, contact Edie Chalk, at (301) 903-1185 or [Edie.Chalk@hq.doe.gov](mailto:Edie.Chalk@hq.doe.gov).

## You Can't Tell a Book by its Cover – Part II

### Unclassified Controlled Nuclear Information General Guideline

Do you have a copy of the Unclassified Controlled Nuclear Information (UCNI) General Guideline (GG-5)? Are you using it to make UCNI determinations? If you are not the Director, Office of Classification, you shouldn't be. Yet, we continuously find UCNI Reviewing Officials (RO) annotating the UCNI stamp with GG-5 as the "Guide Used."

The General Guideline contains policies and identifies broad areas of information that are UCNI. It is used as the basis for UCNI topics within classification guides and UCNI guidelines. Although DOE Manual 471.1, *Identification and Protection of Unclassified Controlled Nuclear Information Manual*, indicates that if topics do not exist for information, certain ROs may use the General Guideline to determine whether information is UCNI. The current policy contained in GG-5 is more restrictive. The "Purpose" section of GG-5 clearly states: "This General Guideline is the basis for:

1. Topical Guidelines and Internal Guidelines used by Reviewing Officials to determine whether specific information is UCNI.
2. Determinations made by the Director, Office of Classification, about whether specific information is UCNI in any subject area where no Topical or Internal Guideline exists."

The key word is "basis." GG-5 is used as the basis for UCNI guideline topics that are used by ROs, but UCNI ROs may NOT use GG-5 directly for UCNI determinations. Guidance that has UCNI topics contains a table that has a basis citation for each topic, either from GG-5 or from another guide that contains UCNI topics. In either case, each UCNI topic can be traced back to a topic in GG-5 that has been used by the Director, Office of Classification, to determine the UCNI topic.

If an RO believes that information in a document should be protected as UCNI but does not find a topic in a classification guide or UCNI guideline, he or she may propose changes to the Office of Classification. The Director, Office of Classification, will review the proposal and, if appropriate, initiate the revision process.

If you have a copy of GG-5, REMEMBER, it is not a guide for RO determinations, but a guideline for how the Director, Office of Classification, makes UCNI determinations. An UCNI RO must use topics in classification guides or UCNI guidelines to make UCNI determinations.

If you have any questions regarding the use of GG-5, contact Linda Brightwell at (301) 903-5454 or [Linda.Brightwell@hq.doe.gov](mailto:Linda.Brightwell@hq.doe.gov).

### Re-marking (Continued from page 1)

category [if Restricted Data (RD) or Formerly Restricted Data (FRD)]. If the document is sent outside the office of origin for a classification review, it must be marked **DRAFT—Not Reviewed for Classification**. To preclude marking each page, a cover sheet that is marked with the highest level and category can be used. An example of the cover sheet can be found on page II-2 of the manual and on page 8 of this CommuniQué.

### Marking Outputs of a Classified Information System

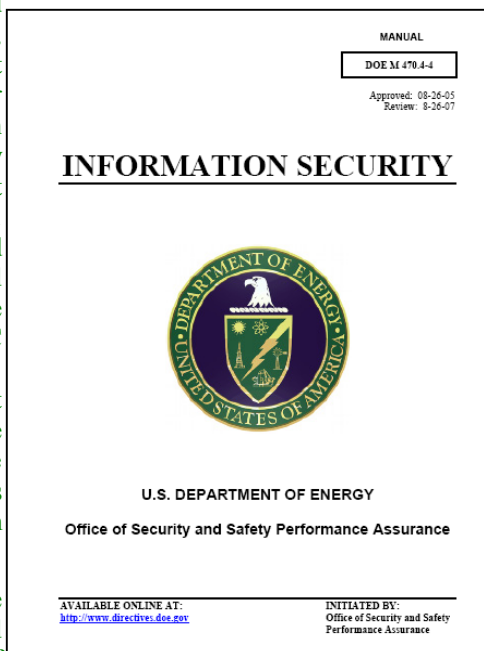
**(Paragraph 1.d.):** In general, hard copy outputs of a classified information system must be marked at the accreditation level of the information system. The printed document does not have to be marked at the accreditation level if a DC reviewed the document prior to printing, and the printed document is unchanged from the reviewed version. Therefore, a DC creating his or her own document who determines the proper classification level and category when originating the document may electronically mark the document at the appropriate level and category. The DC must ensure that printed copies of such electronically marked documents are unchanged from the reviewed versions. If a non-DC generates a document electronically, the document and printed copies must be marked and protected at the accreditation level and category of the information system, unless it is reviewed for classification immediately (see previous paragraph).

The document also does not have to be marked at the accreditation level and category of the information system if the document was generated by a program verified and accredited as producing consistent results. For example, a printout of classified mailing addresses from the Safeguards and Security Information Management System (SSIMS) does not have to be marked as Secret Restricted Data if the system was accredited to produce the specific unclassified address reports. However, all human-readable output must be reviewed by a DC before it is released outside the organization or system boundary (boundary as defined in the system security plan). Although the SSIMS report may be marked as unclassified in the above example, it cannot be released until a classification review is conducted; and, if it contains classified information, it must be appropriately marked.

### Handling of Documents Marked in Accordance with Previously Published Requirements (Paragraph 3.a.(1), 3.d.(4), 3.h.):

In general, classified matter that was marked according to previously published requirements do not have to be re-marked to conform with the manual except in the following cases.

- If there is a question about the classification level or category, the document must be reviewed by a DC and, if necessary, re-marked to clearly indicate the level and category and ensure the proper protection.
- National Security Information (NSI) documents dated before April 1, 1997 (the date portion marking became a requirement), must be portion marked throughout in order to conform to current marking requirements before they are sent outside the office.
- NSI documents created after April 1, 1996, which are still active or are sent outside the organization for other than official archiving purposes, must be reviewed by a DC and marked accordingly if the markings do not comply with current requirements. This includes the declassification date or event, classification authority, or classifier's name. This will ensure that the classification level and category are still correct. Documents generated before April 1, 1996, only require the classification level and category on the first page to ensure proper protection unless they are sent outside the office.
- RD and FRD documents generated before July 9, 1998 (the date marking RD/FRD on each page became a requirement), must be re-marked to indicate the category on each page if the documents are sent outside the office of origin or holder for other than archiving purposes.
- RD and FRD documents generated after July 9, 1998, must have RD/FRD marked on each page.
- **Obsolete Markings:** Before using or distributing documents containing obsolete markings, they must be reviewed and re-marked. (See page 7 of this CommuniQué.)



### Marking Page Changes for Classified Documents (Paragraphs 3.h.(2) and 3.p.(16):

Page changes must be marked in the same manner as the original document. For example, if the document did not have the RD or FRD marked on every page, then the page change should not have them either. This includes page changes sent outside the office to ensure consistency with the original document.

The box on page 4 of this CommuniQué (Re-marking Guidelines) will assist you in determining when certain documents must be re-marked. Remember, regardless of the date or category of a document, any time there is confusion regarding the classification of a document, it should be re-reviewed and re-marked if necessary.

To ensure they follow proper procedures, DCs are encouraged to read DOE Manual 470.4-4 carefully. If you have any questions regarding re-marking documents, contact Linda Ruhnnow at 301-903-2661 or [Linda.Ruhnnow@hq.doe.gov](mailto:Linda.Ruhnnow@hq.doe.gov).

# Re-marking Guidelines

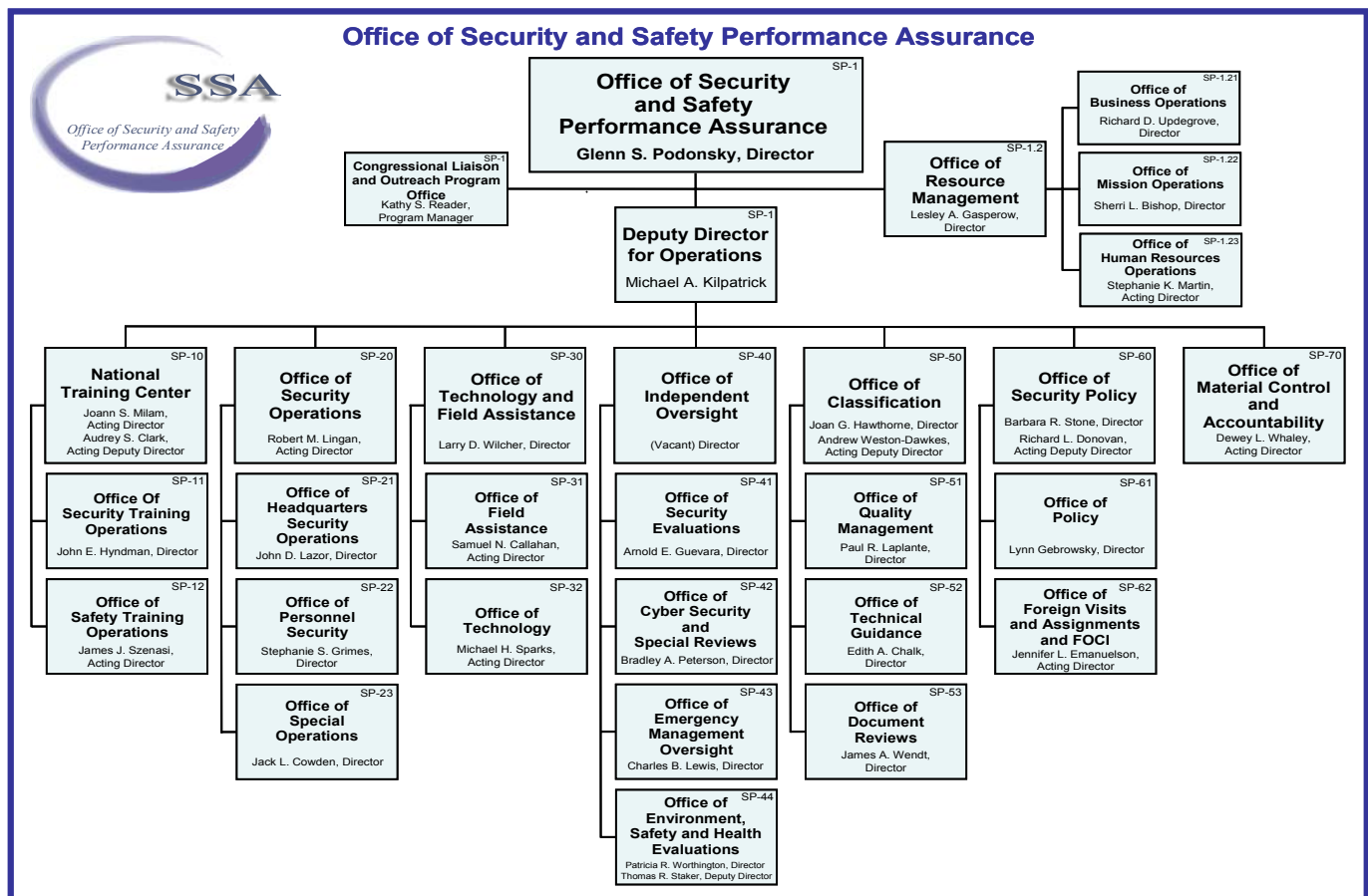
(Reference DOE M 470.4-4, Chapter II)

## RD/FRD

- After 7/15/94 Documents on microforms must be marked as independent documents (Paragraph 3.p.(5)(a)5).
- Before 7/9/98 Documents must be re-marked to indicate the category on each page if the documents are sent outside the office of origin or holder for other than archiving purposes (Paragraph 3.d.(4)).
- After 7/9/98 RD/FRD must be marked on each page containing RD or FRD information (Paragraph 3.d.(2)).

## NSI

- After 7/15/94 Documents on microforms must be marked as independent documents (Paragraph 3.p.(5)(a)5).
- After 4/1/96 Documents that lack appropriate current markings, including declassification on a date or event, classification authority, or classifier's name, should be reviewed by a DC to ensure classification level and category are still correct and remarked to bring them into conformance with current marking requirements. This must be done if the document is active or is to be transmitted outside of the organization for other than official archiving purposes (Paragraph 3.a.(1)(b)).
- Each section, part, paragraph, graphic, figure, or similar portion of any such document must be marked to show the classification level or be identified as unclassified controlled information (OUO or UCNI) or unclassified (U).
- Page changes made to NSI documents dated after 4/1/96 must be portion marked (Paragraph 3.h.(2)).
- Any NSI document that becomes active (i.e., sent outside the office of origin or holder other than for archival storage or removed from storage) must be portion marked with the appropriate classification level, unclassified controlled symbol, or unclassified markings.





## Guidance Status

### Classification Guides (CG)

**CG-BPA-1.** A new CG for the Bonneville Power Administration covering energy critical infrastructure information is being developed. The first working group (WG) meeting was held on December 19, 2004. The next WG meeting is to be scheduled.

**CG-ES-1.** A new CG for environmental sampling is being developed. Two WG meetings have been held. This CG will provide guidance for the rapidly improving environmental sampling capabilities used in support of national and international arms control and nonproliferation objectives. The guide is in final coordination.

**CG-NEPW-1.** The final draft CG for the robust nuclear earth penetrator weapon has been approved by the National Nuclear Security Administration (NNSA) and has been sent to the Department of Defense (DoD). Once approved by the DoD and the Office of Classification, the guide will be published.

**CG-HRW-1.** The CG on historical radiological warfare information has been drafted and is awaiting declassification actions. The Technical Evaluation Panel reviewed and recommended the approval of the declassification of most of the radiological warfare information. An action memorandum has been sent to the DoD for coordination. The guide will delineate the small amount of radiological warfare information still requiring protection once the declassifications are approved.

**CG-LCP-2.** The revised CG on the Louisiana Energy Service Gas Centrifuge Program has been coordinated with the United Kingdom (UK) and was approved by both the DOE and the Nuclear Regulatory Commission (NRC). It is being published.

**CG-NMI-1.** A new CG for nuclear

material inventories is being developed.

**CG-PET-1.** A new CG to address proliferant enrichment technology is being developed. The draft was sent to the field for review. A WG meeting is scheduled for January 2006.

**CG-PSP-1.** A new CG for the plasma separation process was developed. All technical issues have been resolved. The guide is in final coordination.

**CG-RDD/IND-1.** A new CG for radiological dispersal device/improvised nuclear device emergency response and consequence management is being jointly developed

the separation of uranium isotopes by the Atomic Vapor Laser Isotope Separation method is complete. The guide is in final coordination.

**CG-UK-2.** A new WG, co-chaired by the DOE and the UK, has met to begin work on a major revision to the CG for the exchange and safeguard of material between the United States and the UK. A WG meeting was held June 1-2, 2005. All technical issues have been resolved. Completion is expected in late 2005.

### Topical Classification Guides (TCG)

**TCG-DS-2.** A revision to the TCG for detonation systems is being developed. The revised guide will incorporate new technological developments and add use control information. The guide is in final coordination.

**TCG-NNT-1.** Change 6 to the non-nuclear test guide is under development to augment existing

topics and incorporate topics being transferred from CG-SSP-1. A second draft will be sent to WG members in late 2005.

**TCG-SAFF-2.** A revision to the TCG for safing, arming, fuzing, and firing has been completed. The guide has been approved and was distributed in October.

**TCG-UC-3A.** A revision to the Sigma 15 supplement to the TCG for nuclear weapon use control is being developed. A second WG meeting is scheduled for December 13-15 at Sandia National Laboratories/New Mexico.

**TCG-VH-2.** A revision to the TCG for vulnerabilities and hardening is in final coordination with the DoD.

**TCG-WI-2.** A first draft of a revision to the TCG for weapon initiators is being developed.

**TCG-WM-2.** A revision to the TCG

### New Guidance

(The following guidance has been approved since the last CommuniQué)

<b>CG-ACN-1</b>	<i>Joint DOE-DOD Classification Guide for Arms Control Negotiations, Change 3, 8/19/05</i>
<b>CG-ACVT-1</b>	<i>DOE Classification and UCNI Guide for Arms Control and Verification Technology, Change 3, 9/14/05</i>
<b>CG-CI-1</b>	<i>DOE Classification Guide for Counterintelligence Information, Change 1, 9/22/05</i>
<b>CG-HR-3</b>	<i>Historical Records Declassification Guide, 10/26/05</i>

New Guidance (Continued on page 6)

by the DOE, the Department of Homeland Security, and the NRC. Derived primarily from CG-RER-1, *DOE Classification and UCNI Guide for Radiological Emergency Response*, the content is tailored to the non-"Q"-cleared interagency emergency response community. A final draft is being prepared for approval by all three agencies.

**CG-RWT-1.** A new CG for the transportation of radioactive waste to Yucca Mountain is being developed. A WG meeting was held in October.

**CG-SS-4.** A major revision of the CG for safeguards and security information is underway. WGs have formed to address protection program operations, nuclear material control and accountability, and malevolent dispersal. The WGs developed drafts that were distributed for review and comment.

**CG-UAV-2.** Revision of the CG for

Guidance (Continued on page 7)

# When Does a Draft Document Require Review?

At what point should a document generated in a classified subject area have a classification review? If there is any doubt that a document or e-mail may contain classified information, it should be discussed with a DC prior to electronic creation on an unclassified computer or created on a classified system. It is particularly important to have a draft document reviewed before it is distributed or e-mailed rather than waiting until the final report before it receives a classification review. At that point, if there is a classification issue and a draft was distributed, numerous systems may have to be sanitized and numerous documents recovered.

Documents created on a classified system must also be reviewed as early as possible for a correct determination. If a document is sent outside an office for review, the fact that it has not been reviewed must be indicated. In these

instances, the document must be marked “DRAFT-Not Reviewed for Classification.” So that every page does not need to be marked, a “Document Undergoing Classification Review” cover sheet may be used (see page 8 for a sample cover page). The cover sheet is marked with the highest level and most restrictive category of information the originator believes is in the document.

Most importantly, documents sent for review outside the office of origin should be sent by secure means. Remember, documents that may contain classified should be handled as such until they are confirmed as unclassified.

If you have any questions regarding sample cover sheets and their use, see DOE Manual 470.4-4, *Information Security*. If you have any questions regarding when to review a document, see your local Classification Officer.

## New Guidance (Continued from page 5)

<b>CG-IGC-1</b>	<i>Classification Guide for Isotope Separation by the Gas Centrifuge Process, Change 1, 9/13/05</i>
<b>CG-LCP-2</b>	<i>Joint NRC/DOE Classification Guide for Louisiana Energy Services Gas Centrifuge Plant, 9/30/05</i>
<b>CG-NEM-1</b>	<i>DOE Classification Guide for Nuclear Explosion Monitoring, Change 1, 9/22/05</i>
<b>CG-NK-1</b>	<i>Classification Guide for the Verification of North Korean Nuclear Program, 9/22/05 (formerly CG-AF-1)</i>
<b>CG-NP-3</b>	<i>DOE Classification Guide for Nonproliferation of Weapons Information, Change 7, 9/23/05</i>
<b>CG-RER-1</b>	<i>DOE Classification and UCNI Guide for Radiological Emergency Response, Change 1, 8/4/05</i>
<b>CG-SILEX-1</b>	<i>Joint Australian/United States Classification Guide for Enrichment of Uranium by the SILEX Process, Change 1, 8/18/05</i>
<b>CG-SIS-1</b>	<i>Classification Guide for the Separation of Plutonium Isotopes by the AVLIS Method, Change 4, 8/18/05</i>
<b>CG-TSS-3</b>	<i>Transportation Safeguards System Classification and Unclassified Controlled Nuclear Information Guide, Rev.1, Change 1, 9/13/05</i>
<b>CG-UAV-1</b>	<i>Classification Guide for the Separation of Uranium by the AVLIS Method, Change 7, 8/18/05</i>
<b>TCG-DS-1</b>	<i>Joint DOE/DOD Topical Classification Guide for Detonation Systems, Change 5, 9/12/05</i>
<b>TCG-NNT</b>	<i>Joint DOE/DOD Topical Classification Guide for Non-Nuclear Testing, Change 5, 9/14/05</i>
<b>TCG-SAFF-2</b>	<i>Joint DOE/DoD Topical Classification Guide for Safing, Arming, Fuzing, and Firing, 7/12/05 (distributed 10/05)</i>
<b>TCG-WT-1</b>	<i>Joint DOE/DOE Topical Classification Guide—Weapon Testing, Change 9, 8/18/05</i>

## Safeguards Information Correction

The article on Safeguards Information (SGI) in the August issue of the CommuniQué stated that only the Nuclear Regulatory Commission (NRC) can decontrol documents marked SGI. One observant reader pointed out that current NRC regulations do not limit decontrolling SGI documents to the NRC. This was confirmed by the NRC. Therefore, when information in a document no longer meets the criteria for SGI (e.g., a vulnerability no longer exists), the document can be decontrolled by a DOE reviewer who is authorized to use the

guide that identifies the SGI information. Remember that although at present there is no requirement for additional NRC training and certification, the DC must be locally trained on the proper SGI marking procedures and be knowledgeable in the subject area.

If you have any questions regarding SGI, contact Nick Prospero at (301) 903-9967 or Nick.Prosperso@hq.doe.gov.

## Personnel Updates

**Welcome:** Dale W. Hill, CO, General Atomics  
Kirsten M. Kler, CO, Bonneville Power  
Administration

**Farewell:** David A. Steinman, former CO, General  
Atomics  
Patrick L. Vent, former CO, Ohio Field Office

**Director** (Continued from page 1)

Classification and UCNI program appraisals will be integrated into the Office of Security Evaluations' safeguards and security appraisals, and an appropriate number of Federal employees will be transferred to that office. The Office of Classification will continue to support the appraisal team with document reviewers and subject matter experts.

Our goal is that this restructuring will be transparent to field and Headquarters classification managers, classifiers, and declassifiers. We remain committed to continuing to provide quality direction and service to our customers.

Joan G. Hawthorne  
Director, Office of Classification



## UPCOMING EVENTS

Dec 6, 2005	Classifiers Course, GTN
Jan 24, 2006	Classifiers Course, GTN
Feb 7-8, 2006	Derivative Declassifiers Course, GTN
Feb 13-16, 2006	Historical Records Restricted Data Reviewers Course, FORS
March 21, 2006	Classifiers Course, GTN
April 25-27, 2006	Classification Officers Meeting, GTN

**Marking**



## Recognizing and Understanding Obsolete Classification Markings

"Restricted" is used by some foreign governments and international organizations to identify information that is less sensitive than Confidential. "Official Use Only" is used to identify unclassified U.S.

information that may be exempt from disclosure under the Freedom of Information Act. However, these terms have not always had the current meaning. The markings of "Restricted" and "Official Use Only" may have different meanings and handling instructions when they are on documents dated in the 1940s or early 1950s.

Prior to December 15, 1953, the term "Restricted" identified U.S. classified information that was less sensitive than Confidential. Consequently, a U.S.-originated document marked Restricted prior to that date is considered classified and must be reviewed to determine its classification status.

Because of Atomic Energy Commission concerns that the term "Restricted" might be easily confused with the term "Restricted Data," OOU replaced "Restricted" from July 18, 1949 to October 22, 1951. Thus, documents marked as OOU between those dates are also considered classified until reviewed.

If you encounter a document that has one of these outdated classification markings, protect it as Confidential National Security Information until it is reviewed. Because of the minimal risk involved, only a single review conducted by either a derivative classifier or derivative declassifier is required.

**Guidance** (Continued from page 5)

for weapon materials has been developed. Comments on the draft guide from the DOE and NNSA stakeholders have been received and are being incorporated. No comments have been received from the DoD.

**TCG-WPMU-2.** Change 1 to the TCG for weapons production and military use is in final coordination.

### UCNI Topical Guidelines (TG)

**TG-NNP-2.** A revision of the nuclear nonproliferation TG is being developed.

If you have any questions, contact Edie Chalk, Director, Office of Technical Guidance, at [Edie.Chalk@hq.doe.gov](mailto:Edie.Chalk@hq.doe.gov) or (301) 903-1185.



## Sample "DRAFT—Document Undergoing Classification Review" Cover Sheet

<b>TOP SECRET / SECRET / CONFIDENTIAL</b> (Only When This Page is Filled-in and Appropriate Classification Indicated -- Circle One)	
<b>Document Undergoing Classification Review</b>  <b>Protect This Document At the Classification Level and Category Marked on This Page</b>	
<b>TO:</b>	<div style="border-bottom: 1px solid black; height: 15px; width: 100%;"></div> <div style="border-bottom: 1px solid black; height: 15px; width: 100%;"></div>
<b>FROM:</b>	<div style="border-bottom: 1px solid black; height: 15px; width: 100%;"></div> <div style="border-bottom: 1px solid black; height: 15px; width: 100%;"></div>
<b>DATE:</b>	<div style="border-bottom: 1px solid black; height: 15px; width: 100%;"></div>
<div style="border: 1px solid black; padding: 5px; margin-bottom: 10px;"><b>RESTRICTED DATA</b> This document contains Restricted Data as defined in the Atomic Energy Act of 1954. Unauthorized disclosure subject to Administrative and Criminal Sanctions.</div> <div style="border: 1px solid black; padding: 5px; margin-bottom: 10px; text-align: center;"><b>▲ Circle One (If Applicable) ▼</b> NOTE: <i>National Security Information</i> documents should have only the estimated classification level circled.</div> <div style="border: 1px solid black; padding: 5px;"><b>FORMERLY RESTRICTED DATA</b> Unauthorized Disclosure Subject to Administrative and Criminal Sanctions. Handle as Restricted Data in Foreign Dissemination. Section 144.b., Atomic Energy Act 1954.</div>	<div style="border: 1px solid black; padding: 5px;"><b>Instructions for Use of this Form</b> (You do not need to be an Authorized Classifier to use this Form)</div> <ol style="list-style-type: none"><li>1. Circle the highest estimated classification level at the top and bottom of this page (circle only one level).</li><li>2. Circle the <i>Restricted Data</i> or <i>Formerly Restricted Data</i> Warning Notice (only if applicable). NOTE: <i>National Security Information</i> documents should have only the estimated classification level circled.</li><li>3. Fill in "To," "From," and "Date" lines.</li><li>4. Place this Form on top of the document pending classification review, and place an appropriate coversheet (SF-703 for Top Secret, SF-704 for Secret, or SF-705 for Confidential) on top of this page.</li></ol> <div style="margin-top: 10px;"><b>Note 1:</b> Document attached hereto may contain classified information and may or may not contain any classification markings. It must be protected as marked on this page. This cover page must remain with this document until a final classification determination has been made and the document has been appropriately marked by an Authorized Classifier.</div> <div style="margin-top: 5px;"><b>Note 2:</b> Top Secret documents must be hand carried or routed through an authorized courier. Use of any type mail or express mail service for Top Secret matter is prohibited. Transmittal of classified matter must be in accordance with DOE Orders.</div>
<b>TOP SECRET / SECRET / CONFIDENTIAL</b> (Only When This Page is Filled-in and Appropriate Classification Indicated -- Circle One)	
US Department of Energy, Washington, DC	

Classification markings for sample purposes only