



**DEFENSE LOGISTICS AGENCY
HEADQUARTERS
8725 JOHN J. KINGMAN ROAD
FORT BELVOIR, VIRGINIA 22060-6221**

MEMORANDUM FOR INFORMATION SECURITY OVERSIGHT OFFICE

SUBJECT: Fundamental Classification Guidance Review (FCGR) Program Data- FY 2017

Attached is the Defense Logistics Agency Fundamental Classification Guidance Review Program Data for FY 2017.

Point of contact for the report is Mr Michael Jenkins. He can be reached at (703)767-0887 or via email at michael.jenkins@dla.mil.

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STEPHANIE SAMERGEDES
Director
DLA Intelligence

FY 2017
Fundamental Classification Guidance Review (FCGR)

Section A: Identifying Information			
Agency:	Defense Logistics Agency	Date:	26 June 2017
Name and Title/Position of Senior Agency Official:	Stephanie Samergedes Director, DLA Intelligence		
Name, Title/Position, Phone Number, and E-Mail Address of FCGR Point of Contact:	Michael Jenkins Supervisory, Information Security 703-767-0887 Michael.jenkins@dla.mil		

Section B: Original Classification Authority (OCA)	
B-1. Number of OCAs in your agency.	2
B-2. Date of last validation of OCA positions.	Jan 2017
B-3. How many OCAs have approved and signed SCGs?	1

Section C: Security Classification Guides (SCG)	
C-1. Total number of guides at beginning of review.	1
C-2. Number of guides reviewed.	1
C-3. Number of guides cancelled as a result of this review.	0
C-4. Number of guides consolidated as a result of this review.	0
C-5. Number of guides superseded or replaced as a result of this review.	0
C-6. Was there a determination that new guides were required as a result of this review?	No
C-7. Number of modifications made to classification duration.	0
C-8. Number of declassification exemptions removed.	0
C-9. Total number of guides at end of review.	1

Section D: Review Process	
D-1. Was a working group formed to conduct the review?	Yes
D-2. If yes, did the working group include subject matter experts, classification and declassification experts, and users of the guides? Please describe the process in your attached narrative.	Yes
D-3. If no, please describe the process used to conduct the review in your attached narrative.	
D-4. During the review process, did you consider the following:	
D-4a. Should the information retain its current level of classification?	Yes
D-4b. Should any information be downgraded or declassified?	Yes
D-4c. Is the current duration of classification appropriate?	Yes
D-4d. Are current exemptions from automatic declassification valid?	yes
D-4e. Does each guide contain the following (IAW 32 CFR 2001.15):	
D-4e(1). Identification of the subject matter.	Yes
D-4e(2). Approval by the appropriate OCA by name and position, or personal identifier.	Yes
D-4e(3). Agency point of contact for questions regarding the guide.	Yes
D-4e(4). Date of issuance or last review.	Yes
D-4e(5). Precise statement of each element of information that requires protection.	Yes
D-4e(6). The level of classification for each element of information.	Yes
D-4e(7). If applicable, handling caveats.	Yes
D-4e(8). The concise reason for classification as described in E.O. 13256, section 1.4.	Yes
D-4e(9). A specific date or event for declassification.	Yes

D-5. Have past and recent classification and declassification decisions been incorporated?	Yes
D-6. Have you cross-referenced information with other guides (internal and external) and conducted a horizontal coordination to ensure consistency?	Yes
Section E: Training	
E-1. Have agency personnel received any training in the use of SCGs?	Yes
E-2. Have agency personnel received any training in the development of SCGs?	Yes
E-3. Are OCAs involved in the development process of the SCGs?	Yes

Section F: Comments	
<p>Section D-2 SCG process.</p> <ul style="list-style-type: none"> - Contact key organizations/stakeholders to conduct a preliminary review of current SCG - Receive comments - Conduct meeting with specific organizations/stakeholders to discuss concerns/comments - Incorporate changes in draft SCG - Submit SCG for formal coordination with key stakeholders - Upon completion of coordination submit SCG for DLA Director's signature - Provide copy of approved SCG to DTIC 	