



United States Department of State

Washington, D.C. 20520

JUN 29 2012

Mr. John P. Fitzpatrick  
Director, Information Security Oversight Office  
National Archives and Records Administration  
700 Pennsylvania Avenue, NW  
Washington, DC 20408

Dear Mr. Fitzpatrick:

I am pleased to send you the final report on the Department of State's fundamental classification guidance review conducted under Executive Order 13526.

As reported in our previous submissions, Under Secretary Patrick Kennedy, the Department's senior agency official for E.O. 13526, conducted a revision of the *Department of State Classification Guide (DSCG)* by requesting that all bureaus and offices in the Department that classify information review the guide and provide critical comments, including in particular any areas not covered or insufficiently described in the guide and subjects that should no longer be included or included in a modified fashion. The *DSCG* has been revised and updated based on the input received. The fundamental review did not result in the addition or deletion of any major categories of information for classification. Most of the proposals were directed at better defining the categories of information to be classified.

However, since the guide was reissued, we have begun working with the Bureau of Information Resource Management to more closely examine and classify information related to IT systems. Specifically, we are working to develop a policy whereby documents dealing with a specific IT system, and downloaded material from a classified electronic system, are not simply and automatically classified at the level of the system, or the duration of the longest classification of information on the system, but are classified based on the actual national security information within the documents or downloaded material itself. Similar declassification efforts were successful for significant amounts of telecommunications data when the Diplomatic Telecommunications Service-Program Office (DTS-PO) classification supplement was revised in 2009.

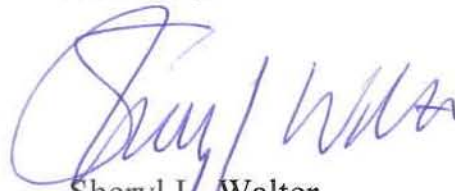
The Department has developed and deployed an online training course to instruct employees in properly identifying and marking classified national security information. The course is available 24 hours a day through the Foreign Service Institute to all employees and can be accessed wherever an employee has an internet connection. The course has been available to employees since August of 2011.

While the DTS-PO *Supplemental Classification Guide* is not due for revision for another two years, a revision of the guide is underway. Several categories of telecommunications information previously classified will no longer be classified. Lessons learned from the fundamental review of DTS classification guidance prompted the changes to IT classification practices, mentioned above.

The Bureau of Diplomatic Security's *Security Classification Guide for Design and Construction of Overseas Facilities* is presently under revision and we expect it to be fully revised in the next few months. Diplomatic Security is also developing an on-line class to train employees in proper use of its supplemental classification guide.

Please feel free to contact me for any further information on the Department's fundamental review efforts, our primary classification guide, or our two classification supplements.

Sincerely,



Sheryl L. Walter  
Director

Office of Information Programs and  
Services