

ISOO Training Tip #11

August 2018

TOPIC: Systematic Declassification

What is Systematic Declassification?

Systematic declassification is the review of records containing information that has been exempted from automatic declassification (*see Training Tip #10*).

Each agency that has originated classified information are required to establish and conduct a program for systematic declassification review for records of permanent historical value exempted from automatic declassification.

Systematic review occurs in three ways:

The National Declassification Center (NDC) conducts a review of records that have already been reviewed and exempted from automatic declassification. The NDC will select records that are subject to declassification at 50 or 75 years for agency re-review.

Records in agency custody that were exempted from automatic declassification at 25 years, including records for which an ISCAP-approved file series exemption was applied when the records were subject to automatic declassification at 25 years, must be reviewed in anticipation of automatic declassification at 50 years. Only ISCAP-approved 50X exemptions may be applied at this time.

For records in agency custody that were exempted from automatic declassification at 50 years. These records should be reviewed in anticipation of automatic declassification at 75 years. Only ISCAP-approved 75X exemptions may be applied at this time.

Agencies shall prioritize their review of records in accordance with priorities established by the National Declassification Center.

References: [E.O. 13526](#), Section 3.4 / [32 CFR 2001.31](#)



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