



# *National Archives and Records Administration*

8601 Adelphi Road  
College Park, Maryland 20740-6001

DEC 22 2004

The Honorable J. William Leonard  
Director, Information Security Oversight Office  
National Archives and Records Administration  
700 Pennsylvania Avenue, NW  
Washington, DC 20408

Dear Mr. Leonard:

**SUBJECT: Submission of the National Archives and Records Administration Declassification Plan as Required Under Executive Order 12958, "Classified National Security Information," as amended**

In reference to your letter of November 8, 2004, NARA submits the attached pertinent information per paragraphs C. and D.

If you have any questions about our declassification plan, please contact Jennifer Davis Heaps, Policy and Communications Staff (NPOL), at 301-837-1850 or by fax at 301-837-0319.

A handwritten signature in cursive script that reads "Lewis J. Bellardo".

LEWIS J. BELLARDO  
Deputy Archivist of the United States

**National Archives and Records Administration Declassification Plan as Required Under Executive Order 12958, "Classified National Security Information," as amended**

In reference to your letter of November 8, 2004, the following pertinent information is submitted per paragraphs C. and D.:

**C. 1. Agency officials responsible for overseeing and coordinating agency implementation of the declassification plan:**

**E.O. 12958 Program Manager**

Michael Kurtz

Assistant Archivist for Records Services, Washington DC (NARA Code NW)  
Room 3400, 8601 Adelphi Road, College Park, MD 20740  
(301) 837-3110

**Senior Agency Declassification Official**

Adrienne Thomas

Assistant Archivist for Administration (NARA Code NA)  
Room 4200, 8601 Adelphi Road, College Park, MD 20740  
(301) 837-3050

The NARA Declassification Plan is divided into three sections covering the three offices that hold accessioned records: the Office of Records Services—Washington, DC, the Office of Regional Records Services, and the Office of Presidential Libraries.

OFFICE OF RECORDS SERVICES—WASHINGTON, DC (NW)

**C. 1. Agency officials responsible for overseeing and coordinating agency (NW) implementation of the declassification plan:**

**Archival Records**

Jeanne Schauble

Director, Initial Processing and Declassification Division (NARA Code NWMD)  
Room 2600, 8601 Adelphi Road, College Park, MD 20740  
(301) 837-0584

Don McIlwain

Supervisory Archivist  
Initial Processing and Declassification Division (NARA Code NWMD)  
Room 2600, 8601 Adelphi Road, College Park, MD 20740  
(301) 837-0587

In addition to the previously listed four officials, the following five officials have declassification authority internal to NARA:

Alex J. Daverede

Supervisory Archivist, NWMD

Richard Wood

Supervisory Archivist, NWMD

Joe Scanlon

Archivist, NWMD

Steven Russ

Archivist, NWMD

Mary Kay Schmidt

Archivist, NWMD

**C 2. Include the total number of pages<sup>1</sup> that have been reviewed from Fiscal Year 1995 through Fiscal Year 2004 (October 1994 through September 2004) that are subject to the Order. The figures should be provided in the following breakdown:**

---

<sup>1</sup> For purposes of tracking and reporting the amount of records declassified by the executive branch over the next four years, ISOO requests that the figures or estimates be in either cubic feet or pages. The following conversion tables may be helpful in calculating estimates:

1 Cubic ft. = 2,500 pages

1 Safe drawer = 3 cubic ft. = 7,500 pages

1 Federal Records Center Box = 1 cubic ft.

1 Archives Box = 1/3 cubic ft. = Approx. 833 pages

1 Roll = 2,600 pages

- a. Total number of textual records reviewed for declassification. **371,009,581**
- b. Total number of textual records declassified. *NW note: Early NARA statistics do not distinguish between records actually declassified and records that were in classified series that were reviewed. Rather a pages opened number was used. 333,946, 615 pages*
- c. Total number of textual records exempted from declassification. **0**
- d. Total number of textual records excluded from automatic declassification. **0**
- e. Total number of textual records referred for review to other agencies by your agency. **36,871,100 pages**
- f. Total number of textual records referred to your agency for review. **0**
- g. Total number of textual records file series that were file series exempted. **0**
- h. Total number of special media records reviewed for declassification. **0**
- i. Total number of special media records declassified. **0**
- j. Total number of special media records exempted from declassification. **0**
- k. Total number of special media records excluded from automatic declassification. **0**
- l. Total number of special media records referred to other agencies for review for declassification. **0**
- m. Total number of special media records referred to your agency for review. **0**
- n. Total number of special media records file series that were file series exempted. **0**

**C 3. Report work completed during Fiscal Year 2004 subject to this provision. (Each figure should be reflected in cubic feet, or number of pages.) The figures should be provided in the following breakdown and include a comparison to the quantity of records for each category that was estimated to be accomplished in last year's plan (along with an explanation for any variance):**

- a. Total quantity of textual records that were reviewed in Fiscal Year 2004 **1,075,941 pages**
- b. Total quantity of textual records declassified in Fiscal Year 2004. **77,807 pages**
- c. Total quantity of textual records exempted in Fiscal Year 2004. **0**
- d. Total quantity of textual records referred to other agencies in Fiscal Year 2004. **130,794 pages**
- e. Total quantity of textual records referred to your agency in Fiscal Year 2004. **0**
- f. Total quantity of textual documents excluded from automatic declassification in Fiscal Year 2004. **0**
- g. Total quantity of special media that were reviewed in Fiscal Year 2004. **0**
- h. Total quantity of special media declassified in Fiscal Year 2004. **0**
- i. Total quantity of special media exempted in Fiscal Year 2004. **0**
- j. Total quantity of special media referred to other agencies in Fiscal Year 2004. **0**
- k. Total quantity of special media referred to your agency in Fiscal Year 2004. **0**
- l. Total quantity of special media excluded from automatic declassification in Fiscal Year 2004. **0**

---

1 Minute of audio tape = 2.5 pages

**C 4. Include an estimate of the aggregate quantity of records subject to this provision that are expected to be reviewed in Fiscal Year 2005. (Each estimate should reflect cubic feet, or number of pages.) The estimates should be provided in the following breakdown:**

- a. Estimated quantity of textual records expected to be reviewed in Fiscal Year 2005.  
**5,000,000 pages**
- b. Total quantity of textual records expected to be declassified in Fiscal Year 2005.  
**2,500,000 pages**
- c. Total quantity of textual records expected to be exempted in Fiscal Year 2005. **0**
- d. Total quantity of textual records expected to be referred to other agencies in Fiscal Year 2005. **2,500,000 pages**
- e. Total quantity of textual records expected to be referred to your agency in Fiscal Year 2005. **0**
- f. Total quantity of textual documents expected to be excluded from automatic declassification in Fiscal Year 2005. **0**
- g. Total quantity of special media that are expected to be reviewed in Fiscal Year 2005. **0**
- h. Total quantity of special media expected to be declassified in Fiscal Year 2005. **0**
- i. Total quantity of special media expected to be exempted in Fiscal Year 2005. **0**
- j. Total quantity of special media expected to be referred to other agencies in Fiscal Year 2005. **0**
- k. Total quantity of special media expected to be referred to your agency in Fiscal Year 2005. **0**
- l. Total quantity of special media expected to be excluded from automatic declassification in Fiscal Year 2005. **0**

**C 5. Include the aggregate of records reported in last year's plan subject to this provision that were expected to be reviewed by December 31, 2006. Include also any change in the aggregate quantity of records reported and an explanation for any variance in the two figures. (Each estimate should reflect cubic feet, or number of pages.) The estimates should be provided in the following breakdown:**

*NW Note: These numbers may decrease if ISOO is successful in having "Orphan" agencies review their records for declassification.*

- a. Estimated quantity of textual records that will be reviewed by December 31, 2006.  
**13,000,000 pages**
- b. Estimated quantity of textual records that will be declassified by December 31, 2006.  
**6,500,000 pages**
- c. Estimated quantity of textual records that will be exempted from automatic declassification by December 31, 2006. **0**
- d. Estimated quantity of textual records that are expected to be referred to other agencies by December 31, 2006. **6,500,000 pages**
- e. Estimated quantity of textual records that are expected to be referred to your agency for declassification or exemption by December 31, 2009. **0**
- f. Estimated quantity of textual records that are expected to be excluded by December 31, 2006. **0**
- g. Estimated quantity of special media that can be delayed until December 31, 2011. **0**

- h. Estimated quantity of special media that your agency expects to declassify by December 31, 2011. 0
- i. Estimated quantity of special media that your agency expects to exempt by December 31, 2011. 0
- j. Estimated quantity of special media that your agency expects to refer to other agencies by December 31, 2011. 0
- k. Estimated quantity of special media that you expect to be referred to your agency for declassification or exemption by December 31, 2016. 0

**C 6. Include an estimate of the aggregate quantity of records subject to this provision that are expected to be reviewed in Fiscal Year 2007. (Each estimate should reflect cubic feet, or number of pages.) The estimates should be provided in the following breakdown:**

**NW Response:** Estimates on what NARA will need to review in FY 2007 depend on several factors, including: ISOO's ability to compel "Orphan" agencies to review their records; and, the volume of twenty five year old records accessioned by NARA either by direct offer or transfer from the Washington National Records Center (WNRC).

- a. Estimated quantity of textual records expected to be reviewed in Fiscal Year 2007.
- b. Total quantity of textual records expected to be declassified in Fiscal Year 2007.
- c. Total quantity of textual records expected to be exempted in Fiscal Year 2007.
- d. Total quantity of textual records expected to be referred to other agencies in Fiscal Year 2007.
- e. Total quantity of textual records expected to be referred to your agency in Fiscal Year 2007.
- f. Total quantity of textual documents expected to be excluded from automatic declassification in Fiscal Year 2007.
- g. Total quantity of special media that are expected to be reviewed in Fiscal Year 2007.
- h. Total quantity of special media expected to be declassified in Fiscal Year 2007.
- i. Total quantity of special media expected to be exempted in Fiscal Year 2007.
- j. Total quantity of special media expected to be referred to other agencies in Fiscal Year 2007.
- k. Total quantity of special media expected to be referred to your agency in Fiscal Year 2007.
- l. Total quantity of special media expected to be excluded from automatic declassification in Fiscal Year 2007.

**C 7. Include agency plans to apply the integral file block concept to include what records are included in an integral file block (e.g., Policy Documents, 1980-84; Committee Files, 1980-1989; Special Study on Germs, 1981-1997, entire file) and an estimate of the quantity of 25-year-old or older permanent historically valuable classified records they contain. The agency records manager should be consulted regarding integral file blocks. (E.O. 12958, as amended, §6.1 (u))**

**NW Response:** An integral file block for records accessioned into the National Archives will be applied in two different ways depending on whether the records have been processed and described.

Processed records are described at the series level at NARA. A series is defined as: A body of file units or documents arranged in accordance with a unified filing system or maintained by the records creator as a unit because of some relationship arising out of their creation, receipt, or use.

If the records have been processed and described, the series will serve as the integral file block. The exception to this rule applies if new records are added (accreted) to an existing series. In this situation each accretion to the series will be considered an integral file block. Series are indicated as entries in the Master Location Register (MLR). The MLR currently lists series from 65 record groups, totaling 36,603 cubic feet both classified and described.

For records that have not been processed and described, the unit at which they were transferred to NARA's legal custody serves as the file block. In most cases this corresponds to either a Federal Records Center transfer number or an NN3 accession number. Again, an integral file block is described using a Master Location Register entry number to indicate the boundaries of a particular block. The MLR currently lists records from 148 record groups, totaling 120,995 cubic feet both classified and undescribed.

In addition to the records already accessioned at NARA an additional 45,000 feet of classified records are scheduled to be accessioned via WNRC transfer by 2011 and an unknown volume of direct offers will be accessioned. These records will be unprocessed when they arrive and will be recorded into the MLR at the WNRC transfer number or NN3 job number level.

The MLR lists thousands of individual MLR entries for classified records at NARA. For example RG 330, Records of the Office of the Secretary of Defense, has 1446 MLR entries for undescribed records. To print out the listing of entries would take 362 pages for this record group alone. Another example is the 444 unprocessed entries (a report of 112 pages) from RG 306, Records of the U.S. Information Agency. Because ISOO has access to NARANET, access to the MLR reports may be arranged if requested. Additionally, ISOO can be provided with specific reports for a particular record group if requested.

**C 8. Include a description of your agency's process and how your plan will ensure the declassification, exemption, referral, or appropriate delay of all 25-year-old or older permanent historically valuable classified records in your agency's possession.**

**NW Response:** There are several efforts that will facilitate the declassification, exemption, referral, or appropriate delay of all 25-year-old or older permanent historically valuable classified records located at NARA facilities.

First, the provision of accurate and useful declassification guides from the appropriate agencies will go far in assisting NARA staff in identifying various agency equities. These guidelines must be readily updateable with the most recent information, and both guidelines and updates must be distributed in a timely manner.

Second, uniform agency training will greatly assist NARA staff in implementing agency guidelines. Advising NARA staff to "refer everything with our letterhead" does not create a cooperative attitude among agencies, nor does it invoke the spirit of the Executive Order. In

addition, the instructors for this training are often not qualified to fully discuss the areas for which they are responsible.

Third, agencies should give their representatives who work with NARA staff the authority to make declassification decisions on most issues without further reference. NARA has endured major delays in the declassification process because other agency decisions had to be made away from College Park or because the sole authority eligible to confirm a declassification action is not available for extended periods of time.

NARA currently provides internal training on agency equity identification to new employees as they receive their clearances. Experienced NARA staff with subject matter expertise in a number of areas provide this training. NWMD plans to provide refresher training to all NWMD personnel who hold clearances on an annual basis. However, training is inhibited due to a lack of qualified and experienced personnel to provide instruction. In addition, NARA participates in the External Referral Working Group (ERWG) Equities Recognition Workshops that are provided on an annual basis. Occasionally NWMD is able to schedule training sessions using other agency assets for subject specific training, such as Kyl-Lott training. This training ensures that NARA staff are able to review records for other agency equities as well as identify possible review problems during archival processing.

**C 9. Include a description of the total cost estimate to implement your agency's declassification plan to meet the December 31, 2006, requirement. Include in this estimate the total dollars, identifying cost estimates for such items as security clearances, training, physical security requirements and contracts; and the number and cost of full-time equivalents (FTE). Break down this total by fiscal year, including actual resources for 2004, planned resources for 2005, and anticipated resources for 2006. Include your agency's strategy to address any funding or resource shortfalls to meet the requirements of the plan. (ISOO Directive No.1, §2001.81)**

**NW Response:** NW's cost estimates are included in an attachment to NARA's Declassification Plan. These costs are based on the total NW security cost estimates submitted to ISOO as part of the annual survey of classification/declassification costs. With the exception of the specific line item for declassification, we cannot break out the parts of the other costs that apply to declassification. The line item for personnel security, for example, includes the cost of security clearances for NW personnel, most of whom are not involved in the declassification effort.

#### **D. Declassification Guides and File Series Exemptions**

1. Describe your agency plans to update and or develop declassification guides. (ISOO Directive No. 1, §2001.32 (a) and (d)) **This section is not applicable to NW.**
2. Discuss the status of implementation of approved file series exemptions, as well as general information regarding any additional exemptions your agency anticipates requesting. **NW does not have and does not anticipate having any file series exemptions.**

#### **E. Other Factors**



- 1. Describe any interagency cooperative efforts or innovative approaches that will facilitate the declassification, exemption, referral, or appropriate delay, by December 31, 2006, of all 25-year-old or older permanent historically valuable classified records in your agency's possession.**

**Referral Center:** The provisions of 12958 require that agencies make a determination on material referred to them by other agencies. The NARA Inter-agency Referral Center has been created to streamline the process of agency review of referred material for records that have been accessioned into the National Archives. Agencies have only been asked to determine if their equity in documents is releasable or exempt. During FY 2004, records from the withdrawn materials collection were sent processed through the Center for agency review. During the year, 648 projects, totaling 1070 boxes of withdrawn material has gone through the center. Also during FY 2004, steps were taken to greatly expand and automate processes for the systematic processing of referrals at NARA. An entire processing room (room 3700) was converted for use as a referral center. This room has 35 workstations, computer connectivity, and room for the storage of boxes of referrals. An additional "Referral Center" module was added to NARA's ADDRRES system. This will allow agencies to record decisions electronically in NARA's tracking database, thus, eliminating errors caused by misinterpreting tabs. NARA staff and agency partners have prepared 2495 boxes for processing through the referral center. The center began limited operations with teams from Army, Navy, CIA, State and Air Force in the first quarter of 2005. Using NARA staff and partner-agency personnel, we plan to send referrals from 2500 cubic feet of reviewed records through the center each quarter by the end of FY 2005. In addition, the Inter-agency steering committee envisions that the referral center will evolve into a central location for the sharing of equity recognition guidelines and cross-agency training.

**Orphan Records:** NWMD completed survey of 7360 cubic feet of records from 57 Orphan Record Groups in early April 2004. This involved identifying at the letterhead level other agency equities within these collections. NARA has used the results of this survey to assist agencies develop review strategies once they have been convinced by ISOO to develop a systematic review program. We hope to discuss with ISOO additional ways in which this information can be shared with originating agencies and other equity holders.

**Kyl/Lott Review:** NW will continue to work with DOE to facilitate DOE's examination of records for improperly declassified RD/FRD in records reviewed prior to the institution of DOE's historical document reviewer training.

- 2. Provide a description of your agency's plan to delegate declassification authority to other agencies either through the sharing of declassification guides, or through any existing or newly executed procedural agreement(s) between the head of another agency and your agency head. (E.O. 12958, as amended, §3.2 (c))**

NARA continues to work with agencies to facilitate inter-agency cooperation and sharing of expertise. For example, we have assisted the Peace Corps and Overseas Private Investment Corporation make arrangements with the Department of State to have State review their records.

- 3. Describe any current or planned training initiatives, both internal and external, to aid in the identification of your agency's equities and any other agencies' equities contained in your classified records.**

NARA does not have equity in security classified records.

- 4. Describe any external factors that may affect your ability to declassify, exempt, refer, or appropriately delay, by December 31, 2006, all 25-year-old or older permanent historically valuable classified records in your agency's possession.**

NARA depends on the continued cooperation of agencies that have equity in the archival records to review and properly identify exemptions and referrals.

- 5. Describe any current or future plans, if any, to re-review records. The description must include volume, reason for re-review, and anticipated results.**

NARA does not have any plans to re-review records, but will cooperate with agencies to ensure that reviews are accurate.

## OFFICE OF REGIONAL RECORDS SERVICES (NR)

*NOTE: NR reports no changes from last year.*

### **C. 1. Agency officials responsible for overseeing and coordinating agency (NR) implementation of the declassification plan:**

Diane Vogt-O'Connor  
Senior Archivist for Regional and Affiliated Archives (NR)  
8601 Adelphi Road  
College Park, MD 20740  
301-837-3089

This section of the plan deals with accessioned records in the regional archives only. Records in the regional records centers remain in the legal custody of the originating agencies and should be addressed in the agency's plan.

In general, the archivists at regional archives have no declassification training or experience. Therefore, they must depend on the originating agencies to review their own records.

The regional archives in Anchorage, Denver, Kansas City, and New York hold no classified records.

#### **Boston**

Contact: Stuart Culy  
781-663-0121  
Classified holdings and review status:  
RG 77, Corps of Engineers: 2500 pages, not reviewed.

RG 118, U.S. Attorneys and Marshals: 3200 pages, reviewed by FBI. Other agency equities noted. No referrals made. 1000 pages, not reviewed.

RG 181, Naval Districts and Shore Establishments: 8175 pages, reviewed by Navy. Other agency equities noted. No referrals made.

#### **Philadelphia**

Contact: Stacy Byas  
215-606--0101

Classified records and review status:  
5000 pages reviewed and exempted by responsible agencies.

#### **Atlanta**

Contact: Charles Reeves  
404-763-7065

Classified records and review status:

290,000 pages. Most have been reviewed by the originating agency. Navy has made referrals to other agencies. Approximately 50,000 pages of NASA records were reviewed prior to E.O. 12958 and no referrals have been made.

**Chicago**

Contact: Donald Jackanicz  
773-948-9010

Classified records and review status:

With one possible exception in RG 255 (NASA), our archival holdings do not include classified records. RG 255 holdings include five records series relating to the Nuclear Engine for Rocket Vehicle Application (NERVA) Project, 2003 totaling 142 cubic feet. The Department of Energy will review of these highly technical records (1) from the "Records of Concern" perspective, (2) to determine their classification status, and (3) if the records are appropriately declassified, to cancel classification markings and otherwise complete any related work.

**Fort Worth**

Contact: Kent C. Carter  
817-831-5644

Classified holdings and review status:

15,000 pages of NASA records, not reviewed.

**Seattle**

Contact: Susan Karren  
206-336-5141

Classified holdings and review status:

Ca. 12,300 pages of RG 181, Naval Districts and Shore Establishments. 2300 pages reviewed and withheld. Other agency equities identified, but no referrals made. 10,000 pages not reviewed by originating agency.

**San Bruno**

Contact: Robert Glass  
650-238-2481

Classified records and review status:

Approximately 2 million pages. Of these, roughly two thirds are Navy records and one third is NASA records. There are also four cubic feet of microfilm.

The Navy reviewed all classified records in RGs 181 and 313 in the 1990s. The Navy is now in the process of re-reviewing these records for Kyl-Lott and Homeland Security issues, but this process has only begun, and so far only two cubic feet have been cleared by them (concurring with earlier NARA staff work). In the review conducted during the 1990s, numerous items were tabbed for referral to DOE. In a few cases (including the microfilm mentioned above) items were tabbed for referral to NSA and NSG. One group of records from the office of the 12th Naval District

Intelligence Officer (currently in College Park) had numerous items tabbed for referral to the FBI and other agencies (including CIA, NSA, DOE, and other branches of the armed forces). As yet, no action has been taken on any of the referrals.

Approximately 65 cubic feet of RG 181 remain on loan at NWMD; Navy reviews have been completed but most of these records remain in classified status at Archives II awaiting mostly FBI review plus a few other agencies. The shipment has been given priority placement in the declass review "queue" if NWMD can persuade FBI to visit and do its reviews.

NASA has taken no action on their records.

**Laguna Niguel**

Contact: Paul Wormser  
949-360-2640

Classified holdings and review status:

259 pages of Nixon Pre-Presidential Papers. Classified records removed from the Nixon Pre-Presidential Papers were reviewed by NARA. Those not already declassified need other agency review. The CIA has scanned all documents in which they have a collateral interest, which constitutes the majority of the 259 pages. The remaining need to be sent to other agencies for review.

10,000 pages of other records, primarily RG 181, Naval Districts and Shore Establishments, but also some RG 36, U.S. Customs Service, and RG 77, Corps of Engineers and one reel of motion picture film. Record Group 181 records have been reviewed and those older than 25 years have been exempted from automatic declassification by the Agency. This constitutes the bulk of our holdings.

## OFFICE OF PRESIDENTIAL LIBRARIES (NL)

**C 1. Name, title, address, and telephone number of the agency official responsible for overseeing the coordinating agency (NL) implementation of the plan.**

Nancy Kegan Smith  
Director, Presidential Materials Staff  
700 Pennsylvania Ave, NW  
Washington, DC 20408  
202-501-5700

**C 2. The total number of pages<sup>2</sup> that have been reviewed from Fiscal Year 1995 through Fiscal Year 2004 (October 1994 through September 2004) that are subject to the Order. The figures should be provided in the following breakdown:**

*NL Note: These figures for the Office of Presidential Libraries are provided as aggregate figures for the records that are 25 years old under the EO 12958 extensions.*

- a. Total number of textual records reviewed for declassification. **2,896,796** pages
- b. Total number of textual records declassified. **2,377,121** pages
- c. Total number of textual records exempted from declassification.  
This question is not applicable to the Presidential Libraries.
- d. Total number of textual records excluded from automatic declassification.  
The Presidential Libraries do not calculate those records that are excluded from the Executive Order, such as RD or FRD.
- e. Total number of textual records referred for review to other agencies by your agency.  
**3,194,484** pages
- f. Total number of textual records referred to your agency for review.  
This question is not applicable to the Presidential Libraries.
- g. Total number of textual records file series that were file series exempted.

---

<sup>2</sup> For purposes of tracking and reporting the amount of records declassified by the executive branch over the next four years, ISOO requests that the figures or estimates be in either cubic feet or pages. The following conversion tables may be helpful in calculating estimates:

1 Cubic ft. = 2,500 pages  
1 Safe drawer = 3 cubic ft. = 7,500 pages  
1 Federal Records Center Box = 1 cubic ft.  
1 Archives Box = 1/3 cubic ft. = Approx. 833 pages  
1 Roll = 2,600 pages  
1 Minute of audio tape = 2.5 pages

- 1 textual series for the President's Foreign Intelligence Advisory Board
- h. Total number of special media records reviewed for declassification. **795,038** pages
- i. Total number of special media records declassified. **1,310,302** pages
- j. Total number of special media records exempted from declassification.  
This question is not applicable to the Presidential Libraries.
- k. Total number of special media records excluded from automatic declassification.  
The Presidential Libraries do not calculate those records that are excluded from the Executive Order, such as RD or FRD.
- l. Total number of special media records referred to other agencies for review for declassification. **161,800** pages
- m. Total number of special media records referred to your agency for review.  
This question is not applicable to the Presidential Libraries.
- n. Total number of special media records file series that were file series exempted.  
This question is not applicable to the Presidential Libraries.

**C 3. Report work completed during Fiscal Year 2004 subject to this provision. (Each figure should be reflected in cubic feet, or number of pages.) The figures should be provided in the following breakdown and include a comparison to the quantity of records for each category that was estimated to be accomplished in last year's plan (along with an explanation for any variance):**

*NL Note: These figures for the Office of Presidential Libraries are provided as aggregate figures for the records that are 25 years old under the EO 12958 extensions.*

- a. Total quantity of textual records that were reviewed in Fiscal Year 2004. **358,891** pages
- b. Total quantity of textual records declassified in Fiscal Year 2004. **722,977** pages
- c. Total quantity of textual records exempted in Fiscal Year 2004.  
This question is not applicable to the Presidential Libraries.
- d. Total quantity of textual records referred to other agencies in Fiscal Year 2004. **557,735** pages
- e. Total quantity of textual records referred to your agency in Fiscal Year 2004.  
This question is not applicable to the Presidential Libraries.

- f. Total quantity of textual documents excluded from automatic declassification in Fiscal Year 2004.  
The Presidential Libraries do not calculate those records that are excluded from the Executive Order, such as RD or FRD.
- g. Total quantity of special media that were reviewed in Fiscal Year 2004. **11,852** pages
- h. Total quantity of special media declassified in Fiscal Year 2004. **6,936** pages
- i. Total quantity of special media exempted in Fiscal Year 2004.  
This question is not applicable to the Presidential Libraries.
- j. Total quantity of special media referred to other agencies in Fiscal Year 2004. **150** pages
- k. Total quantity of special media referred to your agency in Fiscal Year 2004.  
This question is not applicable to the Presidential Libraries.
- l. Total quantity of special media excluded from automatic declassification in Fiscal Year 2004.  
The Presidential Libraries do not calculate those records that are excluded from the Executive Order, such as RD or FRD.

**C 4. Include an estimate of the aggregate quantity of records subject to this provision that are expected to be reviewed in Fiscal Year 2005. (Each estimate should reflect cubic feet, or number of pages.) The estimates should be provided in the following breakdown:**

*NL Note: These figures for the Office of Presidential Libraries are provided as aggregate figures for the records that are 25 years old under the EO 12958 extensions.*

- a. Estimated quantity of textual records expected to be reviewed in Fiscal Year 2005.  
**1,137,000** pages
- b. Total quantity of textual records expected to be declassified in Fiscal Year 2005. **311,333** pages
- c. Total quantity of textual records expected to be exempted in Fiscal Year 2005.  
This question is not applicable to the Presidential Libraries.
- d. Total quantity of textual records expected to be referred to other agencies in Fiscal Year 2005. **394,500** pages
- e. Total quantity of textual records expected to be referred to your agency in Fiscal Year 2005.  
This question is not applicable to the Presidential Libraries.



- f. Total quantity of textual documents expected to be excluded from automatic declassification in Fiscal Year 2005.  
The Presidential Libraries do not calculate those records that are excluded from the Executive Order, such as RD or FRD.
- g. Total quantity of special media that are expected to be reviewed in Fiscal Year 2005. **8,550** pages
- h. Total quantity of special media expected to be declassified in Fiscal Year 2005. **3,600** pages
- i. Total quantity of special media expected to be exempted in Fiscal Year 2005.  
This question is not applicable to the Presidential Libraries.
- j. Total quantity of special media expected to be referred to other agencies in Fiscal Year 2005. **300** pages
- k. Total quantity of special media expected to be referred to your agency in Fiscal Year 2005.  
This question is not applicable to the Presidential Libraries.
- l. Total quantity of special media expected to be excluded from automatic declassification in Fiscal Year 2005.  
The Presidential Libraries do not calculate those records that are excluded from the Executive Order, such as RD or FRD.

**C 5. Include the aggregate of records reported in last year's plan subject to this provision that were expected to be reviewed by December 31, 2006. Include also any change in the aggregate quantity of records reported and an explanation for any variance in the two figures. (Each estimate should reflect cubic feet, or number of pages.) The estimates should be provided in the following breakdown:**

*NL Note: These figures are provided for each library site consistent with the instructions from last year's declassification plan.*

**a. Estimated quantity of textual records that will be declassified by December 31, 2006.**  
The National Archives and Records Administration is not an equity holding agency; however some agencies have passed declassification guidance to the Archivist of the United States for less sensitive and older collections we hold. We estimate that we have the delegated authority to declassify **1,388,900** pages of textual records using on board systematic guidelines. This figure has decreased by **378,000** pages from last year. We have re-evaluated our series that remain to be processed and have found that in some cases we will need to refer additional pages to agencies. Further, we have excluded a series at the Johnson library that was found to be personal privacy information protected by the FBI.

This estimate is broken down by library as follows:

DWIGHT D. EISENHOWER LIBRARY - ABILENE, KS

**24,000** pages

Methodology: There are twelve collections that still need to be systematically reviewed. This material totals 186,000 pages of which the Eisenhower Library believes it will need to refer approximately 162,000. Seventy-five thousand pages of this material is 98% White House material for some of the more complex collections and 77,000 pages are FBI background checks which require guidance from FBI. They have been in contact with the FBI but the contact person has left. We have had trouble establishing a new contact.

*Last year's figure was reported as 57,000 pages. The decrease in this figure reflects a re-evaluation of the records and equities involved*

JOHN F. KENNEDY LIBRARY - BOSTON, MA

**110,000** pages

Methodology: We estimate that there remains 750,000 pages left to review at the Kennedy Library. We estimate that we can systematically review combined with RAC and MR, declassify 110,000 pages by the EO deadline. Textual estimates are based on systematic and mandatory review statistics for the past few fiscal years, as well as an estimate of the pages which will be returned under the RAC project by December 31, 2006.

*Last year's figure was reported as 75,000 pages. The increase in this figure reflects a re-evaluation of the records and the receipt of new classified acquisitions.*

LYNDON BAINES JOHNSON LIBRARY - AUSTIN, TX

**400,000** pages

Methodology: The Johnson Library will review for declassification their remaining collections which contain national security information. The referrals will be treated through the RAC project.

*Last year's figure was reported at 780,000 pages. The decrease in this figure reflects the exclusion of personal privacy protected FBI materials and those which will be referred to equity holders through the RAC project.*

NIXON PRESIDENTIAL MATERIALS PROJECT - COLLEGE PARK, MD

**584,400** pages

Methodology: The Nixon Project estimates that 974,000 pages need to be systematically reviewed, of which 60% are expected to be declassified using on board systematic guidance. NLNS has begun systematic review of this collection.

*There is no change in this figure from last year.*

GERALD R. FORD LIBRARY - ANN ARBOR, MI

**220,000** pages

Methodology: The above estimate has had the 1<sup>st</sup> pass and awaits a second level review for quality control, stamping, withdrawal sheets, and release to the public.

*There is no change in this figure from last year.*

JIMMY CARTER LIBRARY - ATLANTA, GA

**50,000** pages

Methodology: This estimate is based on a three year plan to apply State and White House guidelines.

*There is no change in this figure from last year.*

PRESIDENTIAL MATERIALS STAFF - WASHINGTON, DC

**500** pages

Methodology: NLMS has a very small amount of systematic review to complete for records of the Hoover library containing State Department equities from the 1970's.

*There is no change in this figure from last year.*

**b. Estimated quantity of textual records that will be exempted from automatic declassification by December 31, 2006.**

Not Applicable - We will not be able to answer this question as NARA does not exempt information. This activity is completed by the equity holding agencies.

**c. Estimated quantity of textual records that is expected to be referred to other agencies by December 31, 2006.**

We estimate that we will refer **2,070,600** pages of textual records to other agencies by December 31, 2006. This is an increase over last year due to additional referrals discovered at the Eisenhower Library.

This estimate is broken down by library as follows:

DWIGHT D. EISENHOWER LIBRARY - ABILENE, KS

**306,000** pages will be referred to other agencies through mandatory review or onsite agency review by December 31, 2006.

*Last year's figure was reported as 259,000 pages. This increase is due to a newly received acquisition.*

JOHN F. KENNEDY LIBRARY - BOSTON, MA

**60,000** pages will be referred to other agencies through mandatory review by December 31, 2006.

*Upon a reevaluation of this figure, NLJFK will need additional assistance from the RAC project to complete the referrals.*

LYNDON BAINES JOHNSON LIBRARY - AUSTIN, TX

**180,000** pages will be referred to other agencies through mandatory review or the RAC project by December 31, 2006.

*There is no change in this figure from last year.*

NIXON PRESIDENTIAL MATERIALS PROJECT - COLLEGE PARK, MD

**779,600** pages will be referred through the Remote Archives Capture Project, Onsite Agency Review and Mandatory Review.

Methodology: NLNP has 342,000 pages set aside for RAC. In addition, they expect to refer 487,600 pages during our systematic review.

*There is no change in this figure from last year.*

GERALD R. FORD LIBRARY - ANN ARBOR, MI

**115,000** pages will be referred through the Remote Archives Capture Project, Onsite Agency Review and Mandatory Review. (50,000 RAC FY 4<sup>th</sup> qtr; 10,000 computer print outs referral; 55,000 State on site review FY 04)

*There is no change in this figure from last year.*

JIMMY CARTER LIBRARY - ATLANTA, GA

**300,000** pages will be referred through the Remote Archives Capture Project.

*There is no change in this figure from last year.*

PRESIDENTIAL MATERIALS STAFF - WASHINGTON, DC

**10,000** pages of President's Foreign Intelligence Advisory Board materials will be referred to that agency in accordance with their files series exemption.

*There is no change in this figure from last year.*

NSC Institutional Files

**320,000** pages of materials have been referred to NSC for review. This includes Carter Administration non-intel material and pre-Reagan Administration intelligence material. These are within the legal custody of NARA and the physical custody of NSC undergoing declassification review.

*There is no change in this figure from last year.*

- d. Estimated quantity of textual records that is expected to be referred to your agency for declassification or exemption by December 31, 2009.**

This question is not applicable to NARA. NARA is not an equity holding agency.

- e. Estimated quantity of special media that can be delayed until December 31, 2011.**

The Presidential Libraries estimate that we need to delay following special media until December 31, 2011:

**2,651,000** pages of microfilm  
**141** cubic feet of microfilm  
**2,042** hours of audio Presidential recordings  
**20** IBM Audio Dictabelts  
**2** Magnetic Tapes  
**77** Minutes of Motion Picture Film

This estimate is broken down by library as follows:

DWIGHT D. EISENHOWER LIBRARY - ABILENE, KS

**145,600** pages of microfilm.

*This increase reflects a reevaluation of the NLDDE holdings.*

JOHN F. KENNEDY LIBRARY - BOSTON, MA

141 cubic feet of microfilm  
90 hours of audio Presidential recordings

*There is no change in this figure from last year.*

LYNDON BAINES JOHNSON LIBRARY - AUSTIN, TX

2,308,800 pages of microfilm  
350 hours of audio Presidential recordings

*There is no change in this figure from last year.*

NIXON PRESIDENTIAL MATERIALS PROJECT - COLLEGE PARK, MD

1,600 hours of audio Presidential recordings

*There is no change in this figure from last year.*

GERALD R. FORD LIBRARY - ANN ARBOR, MI

2 hours of audio tape  
20 IBM Audio Dictabelts  
11,000 pages of microfilm  
2 magnetic tapes

*There is no change in this figure from last year.*

JIMMY CARTER LIBRARY - ATLANTA, GA

170,000 pages of microforms

*There is no change in this figure from last year.*

PRESIDENTIAL MATERIALS STAFF - WASHINGTON, DC

77 minutes of motion picture film  
15,600 pages of microfilm

*There is no change in this figure from last year.*

**f. Estimated quantity of special media that your agency expects to declassify by December 31, 2011.**

We expect to declassify 1940 hours of audio tape using onboard systematic guidelines by December 31, 2011.

This estimate is broken down by library as follows:

JOHN F. KENNEDY LIBRARY - BOSTON, MA

**90 hours** of presidential recordings will be declassified using systematic guidance by December 31, 2011.

*There is no change in this figure from last year.*

LYNDON BAINES JOHNSON LIBRARY - AUSTIN, TX

**350** hours of presidential recordings will be declassified using systematic guidance by December 31, 2011.

*There is no change in this figure from last year.*

NIXON PRESIDENTIAL MATERIALS PROJECT - COLLEGE PARK, MD

We expect to declassify **1,500** hours of audio tape using on board systematic guidance by December 31, 2011.

*There is no change in this figure from last year.*

**g. Estimated quantity of special media that your agency expects to exempt by December 31, 2011.**

Not Applicable - We will not be able to answer this question as NARA does not exempt information. This activity is completed by the equity holding agencies.

**h. Estimated quantity of special media that your agency expects to refer by December 31, 2011.**

We expect to refer the following special media by December 31, 2011:

**2,651,000** pages of microfilm  
**141** cubic feet of microfilm  
**102** hours of audio Presidential recordings  
**20** IBM Dictabelts  
**2** magnetic tapes  
**77** minutes of motion picture film

*There is no change in this figure from last year.*

This estimate is broken down by library as follows:

DWIGHT D. EISENHOWER LIBRARY - ABILENE, KS

**145,600** pages of microfilm. This increase reflects a reevaluation of the NLDDE holdings.

*There is no change in this figure from last year.*

JOHN F. KENNEDY LIBRARY - BOSTON, MA

**141 cubic feet** of microfilm

*There is no change in this figure from last year.*

LYNDON BAINES JOHNSON LIBRARY - AUSTIN, TX

**2,308,800** pages of microfilm

*There is no change in this figure from last year.*

NIXON PRESIDENTIAL MATERIALS PROJECT - COLLEGE PARK, MD

**100** hours of audio tape

Methodology: This includes the national security information excised from tape segments already processed and a portion of the 1,500 hours left to process.

*There is no change in this figure from last year.*

GERALD R. FORD LIBRARY - ANN ARBOR, MI

**1.5** hours of audio tape

**20** IBM Audio Dictabelts

**11,000** pages of microfilm

**2** Magnetic Tapes

*There is no change in this figure from last year.*

JIMMY CARTER LIBRARY - ATLANTA, GA

**170,000** pages of microforms

*There is no change in this figure from last year.*

PRESIDENTIAL MATERIALS STAFF - WASHINGTON, DC

**77** minutes of motion picture film

**15,600** pages of microfilm

*There is no change in this figure from last year.*



**i. Estimated quantity of special media that you expect to be referred to your agency for declassification or exemption by December 31, 2016.**

This question is not applicable to NARA. NARA is not an equity holding agency.

C 6. Include an estimate of the aggregate quantity of records subject to this provision that are expected to be reviewed in Fiscal Year 2007. (Each estimate should reflect cubic feet, or number of pages.) The estimates should be provided in the following breakdown:

The 2007 estimates include the 1<sup>st</sup> year of review at the Ronald Reagan Library.

a. Estimated quantity of textual records expected to be reviewed in Fiscal Year 2007.  
**1,040,000** pages

b. Total quantity of textual records expected to be declassified in Fiscal Year 2007.  
**350,300** pages

c. Total quantity of textual records expected to be exempted in Fiscal Year 2007.  
This question is not applicable to the Presidential Libraries.

d. Total quantity of textual records expected to be referred to other agencies in Fiscal Year 2007. **910,500** pages

e. Total quantity of textual records expected to be referred to your agency in Fiscal Year 2007.

This question is not applicable to the Presidential Libraries.

f. Total quantity of textual documents expected to be excluded from automatic declassification in Fiscal Year 2007.

The Presidential Libraries do not calculate those records that are excluded from the Executive Order, such as RD or FRD.

g. Total quantity of special media that are expected to be reviewed in Fiscal Year 2007.  
**14,737** pages

h. Total quantity of special media expected to be declassified in Fiscal Year 2007. **9,750** pages

i. Total quantity of special media expected to be exempted in Fiscal Year 2007.  
This question is not applicable to the Presidential Libraries.

j. Total quantity of special media expected to be referred to other agencies in Fiscal Year 2007. **450** pages

k. Total quantity of special media expected to be referred to your agency in Fiscal Year 2007.

This question is not applicable to the Presidential Libraries.

1. Total quantity of special media expected to be excluded from automatic declassification in Fiscal Year 2007.

The Presidential Libraries do not calculate those records that are excluded from the Executive Order, such as RD or FRD.

**C 7. Include agency plans to apply the integral file block concept to include what records are included in an integral file block (e.g., Policy Documents, 1980-84; Committee Files, 1980-1989; Special Study on Germs, 1981-1997, entire file) and an estimate of the quantity of 25-year-old or older permanent historically valuable classified records they contain. The agency records manager should be consulted regarding integral file blocks. (E.O. 12958, as amended, §6.1 (u))**

The Presidential Libraries will apply the integral file block concept to the records of each Presidential administration. For instance the Reagan administration will be addressed in two 4 year blocks, from 1981-1985, and 1985-1989. This concept will be applied to records at the box level. Boxes with records that span both administrations will be considered part of the later integral file block.

**C 8. Include a description of your agency's process and how your plan will ensure the declassification, exemption, referral, or appropriate delay of all 25-year-old or older permanent historically valuable classified records in your agency's possession.**

The Presidential Libraries have established a four prong approach to handle the high level and complex equity issues in their materials. The Presidential Libraries declassify materials using systematic guidelines delegated to the Archivist of the United States, scan for referral high level and complex equities into the RAC Project, process additional referrals through the mandatory review process and host on site agency review teams to manage their classified collections which remain to be reviewed. The RAC Project is a collaborative program to implement the declassification provisions of EO 12958 with respect to twenty-five year old classified holdings in the Presidential Libraries.

**C 9. Include a description of the total cost estimate to implement your agency's declassification plan to meet the December 31, 2006, requirement. Include in this estimate the total dollars, identifying cost estimates for such items as security clearances, training, physical security requirements and contracts; and the number and cost of full-time equivalents (FTE). Break down this total by fiscal year, including actual resources for 2004, planned resources for 2005, and anticipated resources for 2006. Include your agency's strategy to address any funding or resource shortfalls to meet the requirements of the plan. (ISOO Directive No.1, §2001.81)**

Please find attached a cost estimate for the Libraries declassification plan.

#### **D. Declassification Guides and File Series Exemptions**

**1. Describe your agency plans to update and or develop declassification guides.**

(ISOO Directive No. 1, §2001.32 (a) and (d))

This question is not applicable to the Presidential Libraries.

**2. Discuss the status of implementation of approved file series exemptions, as well as general information regarding any additional exemptions your agency anticipates requesting.**

This question is not applicable to the Presidential Libraries.

**E. Other Factors**

**1. Describe any interagency cooperative efforts or innovative approaches that will facilitate the declassification, exemption, referral, or appropriate delay, by December 31, 2006, of all 25-year-old or older permanent historically valuable classified records in your agency's possession.**

The Presidential Libraries scan for referral high level and complex equities into the RAC Project. The RAC Project is a collaborative program, between NARA and the CIA, to implement the declassification provisions of EO 12958 with respect to twenty-five year old classified holdings in the Presidential Libraries.

**2. Provide a description of your agency's plan to delegate declassification authority to other agencies either through the sharing of declassification guides, or through any existing or newly executed procedural agreement(s) between the head of another agency and your agency head. (E.O. 12958, as amended, §3.2 (c))**

This question is not applicable to the Presidential Libraries.

**3. Describe any current or planned training initiatives, both internal and external, to aid in the identification of your agency's equities and any other agencies' equities contained in your classified records.**

The Presidential Libraries work directly with the equity holding agencies to obtain training and information regarding the identification of their equities in our documents.

**4. Describe any external factors that may affect your ability to declassify, exempt, refer, or appropriately delay, by December 31, 2006, all 25-year-old or older permanent historically valuable classified records in your agency's possession.**

The Presidential Libraries will need secure sufficient funding to continue with the RAC Project and appropriate staffing at the Libraries.

**5. Describe any current or future plans, if any, to re-review records. The description must include volume, reason for re-review, and anticipated results.**

The Presidential Libraries do not have plans to re-review records and hold equity holders responsible for the re-review of their information.

NW Total

Costs in Thousands of dollars

<b>Reporting Categories</b>	<b>FY 2004</b>	<b>FY 2005</b>	<b>FY 2006</b>
1. Personnel Security	210	210	210
2. Physical Security	0	0	0
3. Information Security	3,072	3,208	3,351
a. Classification Management	200	200	200
b. Declassification	2,722	2,858	3,001
c. Information Technology	150	150	150
4. Professional Education, Training and Awareness	4	4	4
5. Security Management, Oversight and Planning	206	6	6
6. Unique Items	0	0	0
<b>Totals: Fiscal Year Estimates</b>	<b>3,492</b>	<b>3,428</b>	<b>3,571</b>
<b>Totals: FTE</b>	<b>52</b>	<b>52</b>	<b>52</b>

NL Total			
<b>Reporting Categories</b>	<b>FY 2004</b>	<b>FY 2005</b>	<b>FY 2006</b>
1. Personnel Security	71	37	23
2. Physical Security	6	6	7
3. Information Security	2,837	3,049	3,841
a. Classification Management	279	448	462
b. Declassification	2,558	2,601	3,379
c. Information Technology	8	8	8
4. Professional Education, Training and Awareness	14	16	16
5. Security Management, Oversight and Planning	1	1	1
6. Unique Items	6	6	6
<b>Totals: Fiscal Year Estimates</b>	<b>2,941</b>	<b>3,122</b>	<b>3,901</b>
<b>Totals: FTE</b>	<b>35</b>	<b>36</b>	<b>36</b>

NL Headquarters			
<b>Reporting Categories</b>	<b>FY 2004</b>	<b>FY 2005</b>	<b>FY 2006</b>
1. Personnel Security			
2. Physical Security			
3. Information Security			
a. Classification Management			
b. Declassification	750	750	1500
c. Information Technology			
4. Professional Education, Training and Awareness			
5. Security Management, Oversight and Planning			
6. Unique Items			
<b>Totals: Fiscal Year Estimates</b>	<b>750</b>	<b>750</b>	<b>1500</b>
<b>Totals: FTE</b>			

NLMS			
<b>Reporting Categories</b>	<b>FY 2004</b>	<b>FY 2005</b>	<b>FY 2006</b>
1. Personnel Security	1.7	1.7	
2. Physical Security			
3. Information Security			
a. Classification Management	150	160	165
b. Declassification	150	150	150
c. Information Technology			
4. Professional Education, Training and Awareness			
5. Security Management, Oversight and Planning			
6. Unique Items			
<b>Totals: Fiscal Year Estimates</b>	<b>301.7</b>	<b>311.7</b>	<b>315</b>
<b>Totals: FTE</b>	<b>4</b>	<b>4</b>	<b>4</b>

Ronald Reagan Library

<b>Reporting Categories</b>	<b>FY 2004</b>	<b>FY 2005</b>	<b>FY 2006</b>
1. Personnel Security	14	4	2
2. Physical Security	5	5	6
3. Information Security			
a. Classification Management	27	168	173
b. Declassification	106	108	111
c. Information Technology	0	0	0
4. Professional Education, Training and Awareness	1	1	1
5. Security Management, Oversight and Planning	0	0	0
6. Unique Items			
<b>Totals: Fiscal Year Estimates</b>	<b>153</b>	<b>286</b>	<b>293</b>
<b>Totals: FTE</b>	<b>3</b>	<b>4</b>	<b>4</b>



Jimmy Carter Library			
<b>Reporting Categories</b>	<b>FY 2004</b>	<b>FY 2005</b>	<b>FY 2006</b>
1. Personnel Security	12.5	6.8	0
2. Physical Security			
3. Information Security			
a. Classification Management			
b. Declassification	170	206	206
c. Information Technology	7.5	7.5	7.5
4. Professional Education, Training and Awareness	2.5	2.5	2.5
5. Security Management, Oversight and Planning	1	1	1
6. Unique Items			
<b>Totals: Fiscal Year Estimates</b>	<b>193.5</b>	<b>223.8</b>	<b>217</b>
<b>Totals: FTE</b>	<b>4</b>	<b>4</b>	<b>4</b>

Ford Library			
<b>Reporting Categories</b>	<b>FY 2004</b>	<b>FY 2005</b>	<b>FY 2006</b>
1. Personnel Security	12	9	1
2. Physical Security			
3. Information Security			
a. Classification Management			
b. Declassification	178	186	195
c. Information Technology			
4. Professional Education, Training and Awareness	3	3	3
5. Security Management, Oversight and Planning			
6. Unique Items			
<b>Totals: Fiscal Year Estimates</b>	<b>193</b>	<b>198</b>	<b>199</b>
<b>Totals: FTE</b>	<b>3</b>	<b>3</b>	<b>3</b>

Nixon Project			
<b>Reporting Categories</b>	<b>FY 2004</b>	<b>FY 2005</b>	<b>FY 2006</b>
1. Personnel Security	17	8	10
2. Physical Security			
3. Information Security			
a. Classification Management			
b. Declassification	603	546	556
c. Information Technology			
4. Professional Education, Training and Awareness			
5. Security Management, Oversight and Planning			
6. Unique Items			
<b>Totals: Fiscal Year Estimates</b>	<b>620</b>	<b>554</b>	<b>566</b>
<b>Totals: FTE</b>	<b>9</b>	<b>8</b>	<b>8</b>

<b>Johnson Library</b>			
<b>Reporting Categories</b>	<b>FY 2004</b>	<b>FY 2005</b>	<b>FY 2006</b>
1. Personnel Security	3	4	4
2. Physical Security			
3. Information Security			
a. Classification Management			
b. Declassification	383	394	398
c. Information Technology			
4. Professional Education, Training and Awareness			
5. Security Management, Oversight and Planning			
6. Unique Items	6	6	6
<b>Totals: Fiscal Year Estimates</b>	<b>392</b>	<b>404</b>	<b>408</b>
<b>Totals: FTE</b>	<b>5</b>	<b>5</b>	<b>5</b>

Kennedy Library			
<b>Reporting Categories</b>	<b>FY 2004</b>	<b>FY 2005</b>	<b>FY 2006</b>
1. Personnel Security	2	2	4
2. Physical Security			
3. Information Security			
a. Classification Management	89	107	110
b. Declassification	131	153	155
c. Information Technology			
4. Professional Education, Training and Awareness	4	6	6
5. Security Management, Oversight and Planning			
6. Unique Items			
<b>Totals: Fiscal Year Estimates</b>	<b>226</b>	<b>268</b>	<b>275</b>
<b>Totals: FTE</b>	<b>4.5</b>	<b>5</b>	<b>5</b>

Eisenhower Library			
Reporting Categories	FY 2004	FY 2005	FY 2006
1. Personnel Security	8.4	1.7	1.7
2. Physical Security	0.5	0.5	0.5
3. Information Security			
a. Classification Management	12.9	13.4	13.9
b. Declassification	87	108	108
c. Information Technology			
4. Professional Education, Training and Awareness	3.2	3.3	3.4
5. Security Management, Oversight and Planning			
6. Unique Items			
<b>Totals: Fiscal Year Estimates</b>	<b>112</b>	<b>126.9</b>	<b>127.5</b>
<b>Totals: FTE</b>	<b>2</b>	<b>2.5</b>	<b>2.5</b>