Homeland Security

JAN 3 1 2012

John P. Fitzpatrick
Director
Information Security Oversight Office
National Archives and Records Administration
700 Pennsylvania Ave. NW
Washington D.C, 20408

Re: **Fundamental Classification Guidance Review Update**

Dear Mr. Fitzpatrick:

As requested, enclosed is an update on the status of the Department of Homeland Security's Fundamental Classification Guidance Review. Although there is still much to do before June 2012, the Department has made a lot of progress in reviewing and consolidating or eliminating security classification guides. Of 22 guides that have completed the process thus far, only 12 have been reissued with the remainder merged together or eliminated. This process has also resulted in the recent identification of an additional 25 guides that had been issued by a component but had not been previously accounted for. These additional guides have now been incorporated into the review process.

If you have any questions, please contact John J. Young, Chief, Administrative Security Division, at john.young@dhs.gov or 202-447-5337.

Sincerely,

Gregory Marshall
Chief Security Officer

Enclosure

Department of Homeland Security
Fundamental Classification Guidance Review
Status as of December 31, 2011

The review process began in July 2010 when a memorandum was sent by the Chief Security Officer, who also serves as the Department's Senior Agency Official pursuant to Executive Order 13526, "Classified National Security Information," to every DHS Original Classification Authority (OCA) under whose signature a security classification guide had been issued. The memorandum served as notification to the OCAs of the review requirement, identified the applicable guides that required review, and requested the appointment of a component point of contact (POC) to work with the Office of the Chief Security Officer (OCSO) in planning for and conducting the reviews. OCSO, along with the individual POCs, conducted an initial assessment of the guides and determined what other offices or external partners should provide input to the review. The majority of DHS guides were reviewed internally at the component because of their limited scope while those guides with the potential to affect multiple components have been forwarded to those components for review and input. In addition, guides that were coordinated and issued jointly by DHS in collaboration with other government agencies external to DHS are being reviewed through the process established by the other government agencies with DHS components providing input where needed.

OCSO continues to manage the conduct of the fundamental review and maintains contact with the individual POCs to ensure schedules are met. In accordance with DHS policy, all guides created within DHS must be approved by OCSO before they are signed by the applicable OCA. This allows OCSO to fulfill its responsibilities as Senior Agency Official in ensuring that guides are issued consistent with the requirements of E.O. 13526 and that classification guidance itself is consistent across the Department. The following chart reflects a breakdown of: 1. the total number of security classification guides identified for review; 2. the number of guides that have completed internal coordination within the respective components and have been submitted for OCSO coordination; 3. the number of guides still under component review (not yet submitted for OCSO coordination) and the projected dates for submission to OCSO for coordination.

1. Total Number of Guides Existing Prior to June 2010	76[1]
2. Guides Revised and Submitted for OCSO coordination as of December 31, 2011	39
Of those:	
Guides Finalized and Reissued	12[2]
Guides Eliminated	2
Guides Merged or Absorbed into Other Guides	10
Guides Transferred out of DHS	1
Guides Under-going Final Coordination	17
3. Guides Still Under Component Review	37
Of those:	
Due to OCSO February 2012	10
Due to OCSO April 2012	6
Due to OCSO June 2012	21[3]

---

[1] This includes five guides published in coordination with another government agency and 25 guides discovered in the revalidation process that had not previously been accounted for.
[2] This number includes three guides not previously existing that were developed from merged guides.
[3] Represents newly discovered guides.