In the course of processing your 10 December 2013 Freedom of Information Act (FOIA) request to the Department of Energy (DOE) for correspondence to or from the Central Intelligence Agency retrieved from an electronic search of the DOE executive/central correspondence files, the DOE located CIA material and referred it to us on 20 March 2014 for review and direct response to you.

We reviewed the material and determined that 15 documents can be released in segregable form with deletions made on the basis of FOIA exemptions (b)(3) and/or (b)(6). Exemption (b)(3) pertains to information exempt from disclosure by statute. The relevant statutes are Section 6 of the Central Intelligence Agency Act of 1949, 50 U.S.C. § 403g, as amended, and Section 102A(i)(1) of the National Security Act of 1947, as amended. Copies of the documents and an explanation of exemptions are enclosed. As the CIA Information and Privacy Coordinator, I am the CIA official responsible for this determination. You have the right to appeal this response to the Agency Release Panel, in my care, within 45 days from the date of this letter. Please include the basis of your appeal.

Sincerely,

Michele Meeks
Information and Privacy Coordinator

Enclosures
FROM: Director, Executive Secretariat
SUBJECT: Notification of a New Executive Secretary

NOTE: FURNISH AFTER-DUTY-HOURS CONTACT TELEPHONE NUMBER FOR EACH ADDRESSEE REQUIRING AFTER DUTY HOURS DELIVERY

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*** Please call Elaine on [redacted] with any changes or updates from your Agency

Approved for Release: 2014/05/21
8 March 2006

MEMORANDUM FOR:

Mr. Andrew H. Card
Assistant to the President,
Chief of Staff

Ms. Harriet Miers
Assistant to the President,
Legal Counsel

David S. Addington
Chief of Staff, National
Security Advisor to the
Vice President

V. Phillip Lago
Executive Secretary
National Security Council

Donald F. Nau
Executive Secretary
Office of the Director of
National Intelligence

Ambassador Harold K. Thomas, Jr.
Executive Secretary
Department of State

Paul W. Curry
Executive Secretary
Department of Treasury

William P. Marriott, USN
Executive Secretary
Department of Defense

Dana E. Paige
Director, Executive Secretariat
Department of Justice

Michael C. Dannenhauer
Director, Executive Secretariat
Department of Transportation

Fay S. Iudicello
Director, Executive
Secretariat
Department of the Interior

Marilyn H. Moore
Executive Secretary
Federal Bureau of Investigation

Timothy S. Elsbury
Executive Secretariat
National Geospatial-
Intelligence Agency

Mr. James N. Solit
Director, Executive Secretariat
Department of Energy
SUBJECT: Notification of a New Executive Secretary for the Central Intelligence Agency

Fred Schwein  
Executive Secretary  
Department of Homeland Security

Richard W. Pulz  
Chief, Executive Secretariat  
U. S. Coast Guard  
Department of Homeland Security

Annette Vietti-Cook  
Secretary of the Commission  
Nuclear Regulatory Commission

National Security Agency

Col Ned Snead  
Secretary, Joint Staff  
Joint Chiefs of Staff  
Department of Defense

Austin Smythe  
Executive Associate Director  
Office of Management and Budget

Sean Reilly  
Acting Executive Secretary  
Department of Commerce

SUBJECT: Notification of a New Executive Secretary for the Central Intelligence Agency

My last day as Executive Secretary, Central Intelligence Agency will be Friday, 10 March 2006. Effective 13 March 2006, [Redacted] will assume the duties of Executive Secretary. As of that date, all interagency memoranda addressed to the Executive Secretary, CIA should be directed to [Redacted].
**Site II Rcvd OK**

**EXEC-2006-014620**
11/15/2006 9:00 AM

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**UNCLASSIFIED//NUO**

**CLASSIFICATION**

SITE 3
CIA
MESSAGE NUMBER 140

**TIME TRANSMITTED**

FROM: Executive Secretariat
Office/Desk: Phone: 

SUBJECT: Notification of a New Executive Secretary

**DELIVERY INSTRUCTIONS:**

NOTE: FURNISH AFTER-DUTY-HOURS CONTACT TELEPHONE NUMBER FOR EACH ADDRESSEE REQUIRING AFTER DUTY HOURS DELIVERY

- [X] IMMEDIATELY/URGENT
- [ ] HOLD FOR NORMAL DUTY HOURS

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*** Please call _ ___ with any changes or updates from your Agency. ***

---

Approved for Release: 2014/05/21
MEMORANDUM FOR:

Mr. Joshua B. Bolton
Assistant to the President,
Chief of Staff

Ms. Harriet Miers
Assistant to the President,
Legal Counsel

David S. Addington
Chief of Staff, National
Security Advisor to the
Vice President

V. Phillip Lago
Executive Secretary
National Security Council

Donald F. Nau
Executive Secretary
Office of the Director of
National Intelligence

Ambassador Harold K. Thomas, Jr.
Executive Secretary
Department of State

Paul W. Curry
Executive Secretary
Department of Treasury

William P. Marriott, USN
Executive Secretary
Department of Defense

Dana E. Paige
Director, Executive Secretariat
Department of Justice

Michael C. Dannenhauer
Director, Executive Secretariat
Department of Transportation

Fay S. Iudicello
Director, Executive Secretariat
Department of the Interior

Marilyn H. Moore
Executive Secretary
Federal Bureau of Investigation

Timothy S. Elsbury
Executive Secretariat
National Geospatial-Intelligence Agency

Mr. James N. Solit
Director, Executive Secretariat
Department of Energy

8 November 2006
SUBJECT: Notification of a New Executive Secretary for the Central Intelligence Agency

Fred Schwein
Executive Secretary
Department of Homeland Security

Richard W. Pulz
Chief, Executive Secretariat
U.S. Coast Guard
Department of Homeland Security

Annette Vietti-Cook
Secretary of the Commission
Nuclear Regulatory Commission

National Security Agency

Col Ned Sneed
Secretary, Joint Staff
Joint Chiefs of Staff
Department of Defense

Austin Smythe
Executive Associate Director
Office of Management and Budget

Sean Reilly
Acting Executive Secretary
Department of Commerce

SUBJECT: Notification of a New Executive Secretary for the Central Intelligence Agency

Effective 8 November 2006, [redacted] assumed the duties of Executive Secretary. As of that date, all interagency memoranda addressed to the Executive Secretary, CIA should be directed to [redacted]
SUBJECT: Notification of a New Executive Secretary for the Central Intelligence Agency
**UNCLASSIFIED//FOUO**

**SITE 3**
**CIA**
**MESSAGE NUMBER**

**TIME TRANSMITTED**
**TIME RECEIVED**

**FROM:** Director, Executive Secretariat
**Office/Desk:**
**Phone:**

**SUBJECT:** Notification of a New Executive Secretary

**DELYER INSTRUCTIONS:**

**NOTE:** FURNISH AFTER-DUTY-HOURS CONTACT TELEPHONE NUMBER FOR EACH ADDRESSEE REQUIRING AFTER DUTY HOURS DELIVERY

- [ ] IMMEDIATELY/URGENT
- [ ] HOLD FOR NORMAL DUTY HOURS

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*** Please call [ ] with any changes or updates from your Agency (b)(3)
19 June 2009

MEMORANDUM FOR:

Mr. Rahm Emanuel  
Assistant to the President,  
Chief of Staff

Mr. Gregory Craig  
Counsel to the President

Mr. Donald F. Nau  
Executive Secretary  
Office of the Director of National Intelligence

Mr. Daniel B. Smith  
Executive Secretary  
Department of State

Mr. Andrew Mayock  
Executive Secretary  
Department of Treasury

CDR David J. Silkey, USN  
Executive Secretary  
Department of Defense

Ms. Dana E. Paige  
Director, Executive Secretariat  
Department of Justice

Ms. Lisa F. Farmer  
Director, Executive Secretary  
Department of Transportation

Ms. Fay S. Iudicello  
Director, Executive Secretariat  
Department of the Interior

Ms. Linda Triguiero-Pabst  
Executive Secretariat  
Federal Bureau of Investigation

(b)(3)

Mr. Eric Nicoll  
Acting Director  
Executive Secretary  
Department of Energy

Mr. Mark W. Lippert  
Acting, Executive Secretary  
National Security Council

Mr. Chris Button  
Executive Secretary  
Department of Homeland Security

UNCLASSIFIED//FOUO

Approved for Release: 2014/05/21
SUBJECT: Notification of a New Executive Secretary for the Central Intelligence Agency

Ms. Annette Vietti-Cook
Secretary of the Commission
Nuclear Regulatory Commission

CAPT Sondra Stosz, USCG
Chief, Executive Secretariat
U. S. Coast Guard
Department of Homeland Security

Mr. Tene A. Dolphin
Director, Executive Secretariat
Department of Commerce

(b)(3)

(b)(3)

Mr. John Norris
Executive Secretariat Office
Department of Agriculture

Mr. Peter R. Orszag
Executive Associate Director
Office of Management and Budget

Ms. Valerie S. Boyd
Acting, Executive Secretary
Homeland Security Council

(b)(3)

(b)(3)

Mr. Ted Hanley
Chief, Requirement’s Management Division
Office of the Chief of Staff
Defense Intelligence Agency

SUBJECT: Notification of a New Executive Secretary for the Central Intelligence Agency

Effective June 8, 2009, _______ will assume the duties of Executive Secretary. As of that date, all interagency memoranda addressed to the Executive Secretary, CIA should be directed to _______

(b)(3)

Chief for Policy and Coordination

UNCLASSIFIED//FOUO
SUBJECT: Notification of a New Executive Secretary for the Central Intelligence Agency

(b)(3)
**SUBJECT:** New CIA Executive Secy

**NOTE:** FURNISH AFTER-DUTY-HOURS CONTACT TELEPHONE NUMBER FOR EACH ADDRESSEE REQUIRING AFTER DUTY HOURS DELIVERY

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**Remarks:** Send to following Americas: Natl. Sec. Staff, Dept. of State; Dept. of Treasury; Dept. of Defense; Dept. of Interior; Dept. of Commerce; FBI; Federal Reserve; HHS; Dept. of Energy; DHS; Office of Management & Budget; Joint Chiefs of Staff; FAA; NRO; Natl. Intelligence; Office of; U.S. Trade Representative; U.S. to the United Nation's Council of Economic Advisors; DNI; DEA; DOJ; NSA; DIA; President's Intelligence Advisory Board; Natl. Counterterrorism in Center.

Approved for Release: 2014/05/21
MEMORANDUM FOR: SEE DISTRIBUTION

FROM: Janet M. Stiegler, Executive Secretary
      Central Intelligence Agency

SUBJECT: New CIA Executive Secretary; Importance of Routing CIA Taskings through the Director's Action Center

1. (U/FOOU) New CIA Executive Secretary. Effective 17 January 2012, I will be moving to a new position, and Tyrone Dindal will be the new Executive Secretary (EXSEC) at the Central Intelligence Agency (CIA). The EXSEC at CIA is responsible for all records management activities in the Director's Area and oversees the Director's Action Center (DAC), which is the focal point for disseminating and tracking all external requests and executive-level correspondence coming into CIA.

2. (U/FOOU) Routing Actions through the DAC. Please share widely within your organization the importance of using the DAC for routing all taskings as well as any correspondence directed to the CIA top leadership. Using the DAC ensures a request is properly disseminated and coordinated with other relevant entities in CIA. Our goal is to respond effectively to all external requests, but a tasking not properly recorded and routed through the DAC risks going unanswered or not being answered in a timely or comprehensive way.

3. (U/FOOU) Using the DAC does not preclude officers from your organization from directly contacting CIA counterparts with whom they regularly interact. They must, however, simultaneously inform the DAC so it can inform other stakeholders in the building and capture an official record of the final response. To avoid any confusion, the DAC should be

---

1(U/FOOU) Requests for services covered under SLAs, and clearance and name trace requests are processed via well-established, non-DAC mechanisms and should not be routed through the Director's Action Center, (DAC).

UNCLASSIFIED//FOUO

Approved for Release: 2014/05/21
SUBJECT: New CIA Executive Secretary; Importance of Routing CIA Taskings through the Director's Action Center

on the "to" line of any request to CIA. All other suggested addressees should be on the "cc" line. The request should provide reasonable deadlines and be as clear as possible in the tasking about who the information is for and how the information will be used, as that will dictate the level at which the response is reviewed before it leaves CIA Headquarters.

4. (U//FOUO) Examples of taskings that should be routed through the DAC include the following:

- Written or oral input to or coordination on an intelligence assessment.
- Supporting materials for foreign visits or foreign travel.
- Scenesetters, talking points, and backgrounders for principal and deputy committee meetings.
- Information supporting congressional testimony, including requests for CIA officers to prep a principal prior to a hearing.
- Data pertaining to CIA resources, resource requirements, budget estimates, performance, and capabilities.
- Review of or input to any MOAs, MOUs, strategy-, or policy-related documents, including agreements for CIA to serve as Executive Agent or technical lead on any community projects.
- Access to any CIA programs or databases.
- Nominations for awards or candidates for key intelligence community positions.
SUBJECT: New CIA Executive Secretary; Importance of Routing CIA Taskings through the Director's Action Center

- Nominations for participation in interagency working groups as well as any large data calls or requests for Agency coordination on final documents resulting from those working groups.

5. (U//FPOQ) Contacting the DAC or Executive Secretary. To send a request, action, or information to CIA, or if you have a question about the status of an action or whether something should be routed through the DAC, please contact the DAC in one of the following ways:

(b)(3)

If you wish to speak to Mr. Dindal personally, he may be reached on (b)(3)

6. (U//FPOQ) Because the DAC is only open from 0600 to 1800 each day, items requiring immediate attention after hours should be sent via E-wash to the CIA Operations Center: (b)(3) The Operations Center will ensure the tasking is delivered to the appropriate recipient and that it is eventually logged in with the DAC for subsequent tracking and record keeping.

7. (U//FPOQ) I enjoyed working with you the past three years and thank you for your continued cooperation in the months ahead.

(b)(3)

Janet M. Striegler

Approved for Release: 2014/05/21
SUBJECT: New CIA Executive Secretary; Importance of Routing CIA Tasking through the Director's Action Center

DCI/COSI/EXECON/JMStiehler:rah/35404 (10JAN2012)

S:\DCI\CPC\EXECON\ADMINISTRATION\Human Resources (RESTRICTED)\Executive Secretary, CIA\MEMOS\New CIA Executive Secretary.doc; Importance of Routing CIA Tasking thru DAC.doc
3 December 2004

The Honorable Kyle E. McSlarrow  
Deputy Secretary of Energy  
Washington, D.C. 20585

Dear Mr. McSlarrow:

I want to take this opportunity to thank Thomas Taylor, Office of Intelligence, and Jon Kreykes, Oak Ridge National Laboratory Field Intelligence Element, for their contribution to the recently convened interagency declassification task force to review the Duelfer Report—a complex and highly sensitive document produced by Charles Duelfer, the DCI’s Special Advisor on Iraq Weapons of Mass Destruction.

In the four days from 20 to 23 September 2004, members of the Intelligence Community (IC) joined ranks to review and declassify over 1,000 pages of proposed text with many IC equities. During the following week as senior management reviewed the task force’s recommendations, members remained focused and continued to answer additional questions. This enabled Charles Duelfer to meet his commitment to deliver a comprehensive public report to Congress on 6 October. The success of this unprecedented undertaking within such tight timelines is a testament to the efforts of individuals such as Mr. Taylor and Mr. Kreykes.

I want to personally thank Thom Taylor and Jon Kreykes for their participation in this process. They made critical contributions, worked professionally and rapidly, and were able to speak authoritatively for the Department of Energy. Their contribution resulted in a comprehensive public release, which has been applauded by Congress, while protecting critical US...
The Honorable Kyle E. McSlarrow

intelligence equities. This was an incredibly difficult balancing act, but the members of the task force managed the impossible.

Please convey my personal thanks to both Mr. Taylor and Mr. Kreykes for their efforts.

Sincerely,

(b)(3)

John E. McLaughlin
Deputy Director of Central Intelligence
NOTE: FURNISH AFTER-DUTY-HOURS CONTACT TELEPHONE NUMBER FOR EACH ADDRESSEE REQUIRING AFTER DUTY HOURS DELIVERY

☐ IMMEDIATELY/URGENT
☐ AT EARLIEST CONVENIENCE
☐ HOLD FOR NORMAL DUTY HOURS

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Remarks:
- Please disseminate within your organization as appropriate.
NATIONAL HUMINT MANAGER DIRECTIVE
NUMBER 007.08

HUMINT ENTERPRISE TRADECRAFT TRAINING
STANDARDS COUNCIL

A. PURPOSE:

This National HUMINT Manager Directive (NHMD) establishes the HUMINT Enterprise Tradecraft Training Standards Council ("Council") and sets forth the roles and responsibilities of the Council based on the Roles and Responsibilities of the National HUMINT Manager, as provided under the National Security Intelligence Reform Act of 2004, Public Law 108-458-Dec. 17, 2004; Sec. 104A and the Intelligence Community Directive 304: Human Intelligence (ICD 304). Intelligence Community Directive Number 304: Human Intelligence, March 6, 2008: and pursuant to agreements by and between the National HUMINT Manager and the constituent agencies and elements of the Council. The purpose of the Council is to validate and establish core training standards across the HUMINT Enterprise.

B. APPLICABILITY:

This NHMD applies to U.S. Government departments, agencies, bureaus, and other elements that conduct or manage operations or activities utilizing human sources or other human assets in pursuit of intelligence, counterintelligence, law enforcement, drug enforcement, military missions, and other related HUMINT National Security activities.

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Approved for Release: 2014/05/21
C. ROLES AND RESPONSIBILITIES:

1. The National HUMINT Manager has established the HUMINT Enterprise Tradecraft Training Standards Council (Council).

2. The Deputy Director, NCS for Community HUMINT shall:
   a. Oversee the implementation of this Directive across the National HUMINT Enterprise;
   b. With the concurrence of the National HUMINT Enterprise Board of Directors, appoint the Chair of the Council and establish a support staff;
   c. Keep the National HUMINT Enterprise Board of Governors fully apprised of the actions of the Council.

3. Membership of the Council, representing elements of the National HUMINT Enterprise shall include, but not be limited to: the Central Intelligence Agency, the Department of Defense, the Federal Bureau of Investigation, the Department of Homeland Security, the Drug Enforcement Administration, and the Department of Energy.

4. The HUMINT Enterprise Tradecraft Training Standards Council shall:
   a. Review HUMINT Tradecraft Training Standards established by member organizations;
   b. Validate HUMINT Enterprise Tradecraft Training Standards;
   c. Determine appropriate standards which support the HUMINT Enterprise;
   d. Determine "Best Practices" in HUMINT Tradecraft Training.

EFFECTIVE DATE:

This National HUMINT Manager Directive becomes effective on the date of signature.

Michael V. Hayden
Director, Central Intelligence Agency
National HUMINT Manager

4 Nov '08
Date

1 The National HUMINT Enterprise consists of the Member and Participating Agencies and Organizations that make up the NHM Board of Governors as defined by the National Human Intelligence (HUMINT) Enterprise Board of Governors Charter: 7 March 2008
NOTE: FURNISH AFTER-DUTY-HOURS CONTACT TELEPHONE NUMBER FOR EACH ADDRESSEE REQUIRING AFTER DUTY HOURS DELIVERY

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☐ AT EARLIEST CONVENIENCE
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Remarks: PLEASE DISSEMINATE WITHIN YOUR ORGANIZATION AS APPROPRIATE.
NATIONAL HUMINT MANAGER DIRECTIVE
NUMBER 005.08

NATIONAL HUMAN SOURCE COLLECTION REQUIREMENTS
MANAGEMENT

A. PURPOSE:
(U//FOUO) National HUMINT Manager Directive (NHMD) 005.08 directs the establishment of common core U.S. Government (USG) standards for human intelligence (HUMINT) and counterintelligence (CI) collection requirements validation and dissemination. This Directive ensures coordination and deconfliction of HUMINT and CI collection requirements across the USG, and thereby enhances the efficiency and effectiveness of the National HUMINT Enterprise to support the National HUMINT Manager’s intelligence priorities and the President’s National Intelligence Priorities.¹

(U) NHMD 005.08 establishes the National HUMINT Requirements Tasking Center (NHRTC) as the National HUMINT Manager’s executor for strategic HUMINT collection requirements development, planning and allocation. Annex A provides specific guidance on the Roles and Responsibilities.

¹ For the purpose of the NHMD counterintelligence, specifically, counterintelligence activities involving human sources

² The National HUMINT Manager’s authority is derived from roles and responsibilities delineated in the National Security Intelligence Reform Act of 2004 (Public Law 108-458-Dec. 17, 2004; Sec. 104A), and Intelligence Community Directive 304: Human Intelligence (ICD 304).
(U) This NHMD applies to the Intelligence Community and other elements of the U.S. Government engaged in collection of intelligence through activities utilizing human sources to the extent permitted by, and in accordance with, applicable provisions of statute or executive order.

(U) This directive does not apply to purely law enforcement investigations or activities.

(U) This NHMD becomes effective on the date of signature.

[Signature]

Director, Central Intelligence Agency
National HUMINT Manager

[Date]

Approved for Release: 2014/05/21
ANNEX A

NATIONAL HUMINT MANAGER DIRECTIVE 005.08
(Specific Guidance)

NATIONAL HUMINT COLLECTION REQUIREMENTS MANAGEMENT

A. NATIONAL HUMINT REQUIREMENTS TASKING CENTER:

1. (U) Pursuant to the roles, responsibilities, and authorities of the National HUMINT Manager (NHM), NHMD 005.08 designates the National HUMINT Requirements Tasking Center (NHRTC) as the executor for the coordination and allocation of strategic HUMINT requirements across the National HUMINT Enterprise (NHE).³

2. (U) The NHRTC shall support the NHM, Director of National Intelligence and the NHE in the management, coordination, integration, and allocation of NHE strategic HUMINT requirements for the collection and tasking of intelligence through human sources.

B. ROLES AND RESPONSIBILITIES:

1. The NHM shall:
   a. (U) Establish, through the Deputy Director, National Clandestine Service, Community HUMINT, and in consultation with Intelligence Community components, format standards for strategic HUMINT collection planning, targeting, and requirements;
   b. (U) Develop, through the Deputy Director, National Clandestine Service, Community HUMINT, a federated requirements tasking and management process across the NHE in support of HUMINT customers;
   c. (U) Establish such committees or subject matter expert working groups as necessary to oversee the implementation of standards with regard to HUMINT strategic collection planning, collection tasking, and strategic HUMINT requirements through the NHE.

2. The NHRTC shall:
   a. (U//FOUO) Identify information needs from policymakers, the military, law enforcement and Homeland Security organizations, analysts, and

³ The National HUMINT Enterprise (NHE) consists of the member and participating agencies and organizations that make up the NHE Board of Governors, as delineated in the National HUMINT Enterprise Board of Governors Charter (7 March 2008).

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others within the United States Government (USG) who have a need for foreign intelligence and counterintelligence information collected through human sources;

b. (U//FOUO) Formulate and rank validated requirements for overt and clandestine collection by all appropriate HUMINT collectors within the NHE and, where appropriate, other USG organizations;

c. (U//FOUO) Based on the President’s National Intelligence Priority Framework (NIPF) and validated requirements from across the USG, prepare National HUMINT Collection Directives (NHCDs) and Collection Support Briefs (CSBs) for use by all collectors and reporters within the NHE, and, as appropriate, for other USG organizations;

d. (U//FOUO) Through collaboration with NHE organizations and in adherence to the principles of least cost, least risk, best access, and best capability, assign NHE organization responsibility for satisfaction of specific HUMINT requirements in a NHCD;

e. (U//FOUO) In collaboration with NHE organizations, monitor the fulfillment of strategic HUMINT requirements accepted by such collectors, and assess the performance of HUMINT collection activities in response to tasked collection requirements, as directed by NHMD 003.08;

f. (U//FOUO) Ensure that the efforts undertaken in pursuit of strategic HUMINT requirements are closely coordinated and integrated with the other collection disciplines of SIGINT, GEOINT, MASINT, and OSINT.

3. Member Organizations of the NHE shall:

a. (U) Establish such policies and programs within their organization to ensure that the standards and policies contained in this NHMD are instituted;

b. (U) Cite the appropriate national requirements and NIPF codes within intelligence reports.
12 March 2012

MEMORANDUM FOR: All Senior Agency Officials for Classification
(see distribution)

SUBJECT: (U//FOUO) Classification of Certain
Central Intelligence Agency Information

1. (U//FOUO) Any Central Intelligence Agency (CIA)
information which you have or receive that is marked "25X1-human"
pursuant to instructions issued by the Information Security
Oversight Office (ISOO) in 2003, which implemented Executive Order
12958, as amended, shall be treated as 50X1-HUM in accordance with
instructions issued by the ISOO in 2010, which implemented Executive
Order 13526.

2. (U//FOUO) Legacy documents need not be remarked. When
legacy information bearing the "25X1-human" marking is sourced
into a new document, it shall be cited as "50X1-HUM."

3. (U//FOUO) As has been the practice in the past,
whenever documents are being reviewed for declassification, any
CIA information or information containing CIA equities, should
be sent to us for review.

4. (U//FOUO) Your assistance in informing those in your
organization who are likely to encounter CIA information is
appreciated.

(b)(3)

Joseph W. Lambert
Director, Information Management Services
Secretary of State
Secretary of Treasury
Secretary of Defense
Attorney General
Secretary of Interior
Secretary of Agriculture
Secretary of Commerce
Secretary of Labor
Secretary of Health and Human Services
Secretary of Housing and Urban Development
Secretary of Transportation
Secretary of Energy
Secretary of Education
Secretary of Veterans Affairs
Secretary of Homeland Security
Administrator, Environmental Protection Agency
Director, Office of Management and Budget
United States Trade Representative
Assistant to the President for National Security Affairs
Director, National Drug Control Policy
Secretary of the Army
Secretary of the Navy
Secretary of the Air Force
Postmaster General and Chief Executive Officer
Director, Federal Bureau of Investigation
Chairman and President, Export-Import Bank of the United States
Administrator, Small Business Administration
Administrator, United States Agency for International Development
Chairman, Joint Chiefs of Staff
Administrator, Office of the Administrator, General Services Administration
Administrator, National Aeronautics and Space Administration
Chairman, Merit Systems Protection Board
Director, Office of Personnel Management
Chairman, Nuclear Regulatory Commission
President and Chief Executive Officer, Overseas Private Investment Corporation
Director, Peace Corps
Counsel to the Vice President, Office of the Vice President
Chairman, Council of Economic Advisors
Director, National Security Agency
Director, Defense Advanced Research Projects Office
Director, Defense Information Systems Agency
Director, Defense Intelligence Agency
Director, Defense Logistics Agency
Director, National Reconnaissance Office
Director, Defense Contract Audit Agency
Director, National Geospatial-Intelligence Agency
Director, Defense Security Service
Director, Defense Threat Reduction Agency
Director, Missile Defense Agency
Director, Defense Commissary Agency
Director, Defense Finance and Accounting Service
Director, Defense Contract Management Agency
Chairman, Federal Communications Commission
Director, National Science Foundation
Chairman, President's Foreign Intelligence Agency
Chairman, United States International Trade Commission
Chairman, Federal Maritime Commission
Chairman, Federal Reserve Board
Chairman, Securities and Exchange Commission
Chairman, Tennessee Valley Authority
Chairman, Marine Mammal Commission
Chair, Millennium Challenge Corporation
Director, Selective Service System
Director, U.S. Office of Science and Technology Policy
Archivist of the United States
**NOTE:** FURNISH AFTER-DUTY-HOURS CONTACT TELEPHONE NUMBER FOR EACH ADDRESSEE REQUIRING AFTER DUTY HOURS DELIVERY

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*** Please call Elaine on with any changes or updates from your Agency ***

Approved for Release: 2014/05/21
12 July 2004

MEMORANDUM FOR

Gregory L. Schulte
Executive Secretary
National Security Council

Mr. Jeffrey Kupper
Executive Secretary
Department of Treasury

Mr. James A. McAtamney
Counsel for National Security Affairs
Department of Justice

Laura Plippin
Executive Secretary
Homeland Security Council

Ms. Robin Cleveland
Associate Director for National Security and International Affairs
Office of Management and Budget

National Security Agency

Kenneth Hill
Executive Secretary
Department of Homeland Security

Mr. Michael C. Dannenhauer
Director, Executive Secretariat
Department of Transportation

Amb Karl W. Hofmann
Executive Secretary
Department of State

BGen James A. Whitmore
Executive Secretary
Department of Defense

Ms. Judicello Fay
Director of Executive Secretariat
Department of the Interior

Mr. James N. Solit
Director, Executive Secretariat
Department of Energy

Ms. Denise A. Howe
Director, Executive Secretariat
Federal Aviation Administration

Ms. Elizabeth Hennigan
Executive Secretary
Defense Intelligence Agency

Marilyn Moore
Executive Secretary
Federal Bureau of Investigation

Mr. Arlan K. Van Doorn
Deputy Chief of Compliance and Information Bureau
Federal Communications Commission

UNCLASSIFIED// // // // // (b)(3)

Approved for Release: 2014/05/21
Mr. Alberto R. Gonzales  
Counsel to the President

Mr. Andrew H. Card  
Chief of Staff to the President

Mr. Lewis Libby  
National Security Advisor  
to the Vice President

SUBJECT: Correspondence to the DCI and for DCI signature

Effective immediately all correspondence that is addressed to the Director of Central Intelligence (DCI) or being prepared for the DCI's signature, should be addressed or prepared for signature as indicated below:

Address:

John E. McLaughlin  
Acting Director of Central Intelligence

Signature block:

John E. McLaughlin  
(Acting)

Please pass to appropriate administrative staff within your offices.

(b)(3)

Executive Secretary
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**MESSAGE NUMBER**

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**FROM:** Operations Center  
**Office/Desk:**  
**Phone:**

**TIME RECEIVED**

**SUBJECT:** Situation Report for Terrorism

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**Remarks:** Operations Centers- Please ensure onward dissemination to named recipients.

**WASHFAX COVER SHEET**

Last Updated on 11 December 2002

**CIA WASHFAX OPERATOR**

**unclassified**

**CLASSIFICATION**

Approved for Release: 2014/05/21
Suspicious White Powder Discovered at Sao Paulo Consulate

On Friday, a Visa Section employee at the Consulate General in Sao Paulo, Brazil opened an envelope containing suspicious white powder. RSO and ARSO immediately responded by quarantining the area and contacting the local fire department's hazardous materials unit, which transported the envelope to the local laboratory for testing. While the final test results could take seven to eight days, authorities indicated that initial results could be available as early as Monday. (U)
TIME TRANSMITTED
FROM: D.C.
Office/Desk: Phone:

TIME RECEIVED

SUBJECT: NCTC

DELIVERY INSTRUCTIONS:
NOTE: FURNISH AFTER-DUTY-HOURS CONTACT TELEPHONE NUMBER FOR EACH ADDRESSEE REQUIRING AFTER DUTY HOURS DELIVERY.

☐ IMMEDIATE / URGENT
☒ HOLD FOR NORMAL DUTY HOURS

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WASHFAX COVER SHEET
CIA WASHFAX OPERATOR

Approved for Release: 2014/05/21
TIME TRANSMITTED
FROM: DCU
SUBJECT: NFO

NOTE: FURNISH AFTER-DUTY-HOURS CONTACT TELEPHONE NUMBER FOR EACH ADDRESSEE REQUIRING AFTER DUTY HOURS DELIVERY.

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WASHFAX COVER SHEET

CIA WASHFAX OPERATOR

Approved for Release: 2014/05/21
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☐ HOLD FOR NORMAL DUTY HOURS

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Remarks:

WASHFAX COVER SHEET

CIA WASHFAX OPERATOR
MEMORANDUM FOR: Assistant to the President for National Security Affairs
Assistant to the President for Homeland Security
Secretary of State
Secretary of Treasury
Secretary of Defense
The Attorney General
Secretary of Interior
Secretary of Agriculture
Secretary of Commerce
Secretary of Labor
Secretary of Health and Human Services
Secretary of Housing and Urban Development
Secretary of Transportation
Secretary of Energy
Secretary of Education
Secretary of Veterans Affairs
Secretary of Homeland Security
Chief of Staff to the President
Environmental Protection Agency
Office of Management and Budget
U.S. Trade Representative
Office of National Drug Control Policy
Federal Bureau of Investigation

SUBJECT: Appointment of (Interim) Director of the National Counterterrorism Center

Pursuant to the authority granted to me by the President of the United States by Executive Order 13354, issued on August 27, 2004, with the approval of the President; I have appointed Mr. John O. Brennan as the (interim) Director of the National Counterterrorism Center, effective immediately.

Porter J. Goss

Approved for Release: 2014/05/21
**UNCLASSIFIED//FOUO**

**SUBJECT:** Situational Report / TTIC Spot Commentary for Terrorism Issues

**DELCERY INSTRUCTIONS:**

**NOTE:** Furnish after-duty-hours contact telephone number for each addressee requiring after duty hours delivery.

**AGENCY** | **RECIPIENT** | **OFFICE/ROOM NUMBER** | **PHONE NUMBER/SECRET FAX**
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OVP | Lewis Libby | 12345 | 67890
NSC | APNSA Condoleezza Rice | 456-7890 | 098-7654
DAPNSA Stephen Hadley | 123-4567 | 765-4321
IN: Stuart Vost | 234-5678 | 876-5432
PIAB: Warren Rudman | 345-6789 | 987-6543
Fran Townsend / Tom Newcombe | 456-7890 | 098-7654
State | Secretary Powell | 567-8901 | 123-4567
Deputy Secretary Armitage | 678-9012 | 234-5678
US Granman | 789-0123 | 345-6789
IN: Thomas Frager | 012-3456 | 567-8901
IO: Kim Holmes | 123-4567 | 789-0123
DS: Ambassador Taylor | 234-5678 | 987-6543
S/CT: Ambassador Black | 345-6789 | 012-3456
DOD | Secretary of Defense Rumsfeld | 567-8901 | 123-4567
Deputy Secretary of Defense Wolfowitz | 678-9012 | 234-5678
Steve Cambone | 789-0123 | 345-6789
Colonel Gross | 012-3456 | 567-8901
Douglas Feith | 123-4567 | 789-0123
USD (I): Stephen Cambone | 234-5678 | 987-6543
ASOSHS Paul McNamara | 345-6789 | 012-3456
DIA | Rear Admiral Jacoby | 567-8901 | 123-4567
Senior Watch Officer/JTIF/CT | 678-9012 | 234-5678
Deputy Director Mark Ewing | 789-0123 | 345-6789
Vex Admiral Wilson | 012-3456 | 567-8901
Secret Service | Director Ralph Bמח Io—Intelligence Div | USSS 24Hrs Duty Desk (703)-446-5911 (STU Pan) | 91-0987-6543
DHS/EPR (Formerly FEMA) | Under Secretary Michael Brown | Via Operations Center | WASHFAX
Energy | Secretary Abraham | Via Christine Fletcher | WASHFAX
TSA | Admiral John Loy | Via Interf Watch | WASHFAX


Approved for Release: 2014/05/21
### UNCLASSIFIED//FOUO

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Office/Desk:  
Phone:  

**SUBJECT:** Spot Commentary/Terrorism Situation Report/TTH Spot Commentary for Terrorism Issues

**DELCIVERY INSTRUCTIONS:**

NOTE: FURNISH AFTER-DUTY-HOURS CONTACT TELEPHONE NUMBER FOR EACH ADDRESSEE REQUIRING AFTER DUTY HOURS DELIVERY

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| HS      | Senior Duty officer   |

**WASHFX COVER SHEET**

**CIA WASHFX OPERATOR**

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Approved for Release: 2014/05/21
Iraq/Al-Qaeda: Zarqawi Group Claims Mosul Killings (U)

An Islamist website today carried a statement on Sunday in which Abu Musab al-Zarqawi's group, Jihad in the Land of Two Rivers, claimed responsibility for killing 17 Iraqi national guardsmen in Mosul, as well as one US soldier, according to press reports. The statement, which has not been verified, said that the "lions of the Ibn Khattab Brigade" launched a rocket attack Thursday on a US army patrol, resulting in the deaths. The Saudi newspaper Arab News commented that Zarqawi's claim raises fears that the terror group had expanded its operations to the north after the loss of its purported base in Fallujah. (U)

The TTIC SITREP provides situational awareness on terrorism-related topics to a wide array of appropriately cleared U.S. Government officials, including brief summaries of newly disseminated intelligence reporting and open-source information of potential interest. Any analytical evaluation or comment by the Terrorist Threat Integration Center will be clearly marked. The Terrorist Threat Integration Center (TTIC) prepared this report. Comments and queries may be directed to the TTIC Watch Office on (571) 280-6000 or 931-6010 secure. (U/FOUO)

UNCLASSIFIED//FOUO

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<td>USSS 14Hrs Duty Desk</td>
<td>(202)-466-4971 (STU Fax)</td>
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<td>DHS/PR</td>
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WASHFAX COVER SHEET  CIA WASHFAX OPERATOR (b)(3)

Approved for Release: 2014/05/21
Suriname: US Embassy in Suriname Reports Threat (U)

The US Embassy in Suriname has received threats of possible attacks, according to a FBIS translation of Paris AFP. The US Consulate will remain closed on 2 December while security is reinforced. There is no further information on the timing of the possible attacks. (U)

Israel/Egypt: Israel Claims Egypt Facilitating Attacks Against Israeli Soldiers and Civilians (U)

Israeli military sources have claimed that Egypt is seeking to weaken Israel through attacks by Palestinian insurgency groups, according to a FBIS processing of Jerusalem Middle East Newsline. Israeli Military Intelligence has determined that Egypt has facilitated the smuggling of weapons and insurgents from the Sinai Peninsula to the Gaza Strip for attacks on Israeli soldiers and civilians. A senior military source commented, “We are talking about the infiltration of Egyptian and other trainers to help improve the capability of Palestinian terrorist groups and the Palestinian Authority.” (U)

TTIC Watch Comment: Middle East Newsline is a defense news service authored by independent journalists, according to their website biography located at www.menewsline.com. (U)
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<td>TSA</td>
<td>Admiral John Loy</td>
<td>Via InterWatch</td>
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WASHFAX COVER SHEET SITES 2-4-5-6-8-10-11-12-13-14A-15-22-23-27-36

Approved for Release: 2014/05/21
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<tr>
<th>Agency</th>
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<tr>
<td>FBI</td>
<td>Director Mueller</td>
<td>Via Operations Center</td>
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<td>USUN</td>
<td>Ambassador Negroponte</td>
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<td>Commerce</td>
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<td>NRC</td>
<td>Chairman Dinn</td>
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<td>Justice</td>
<td>Attorney General Ashcroft</td>
<td>Via Justice Command Center</td>
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<td>Treasury</td>
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<td>NSA</td>
<td>General Hayden</td>
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<td>Sarah A. Mayfield</td>
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<td>MG Richard Quirk III</td>
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<td>NORTHCOM</td>
<td>Gen Eberhart /via DCI Rep Christian Chastfield</td>
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<td>NMIJC</td>
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<td>CNO Admiral Clark</td>
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<td>Chief of Staff, Army, General Shalaseki</td>
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<td>Secretary of Navy, Gordon England</td>
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<td>Secretary of Air Force, Dr. Roche</td>
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<td>JCS</td>
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<td>HS</td>
<td>Senior Duty officer</td>
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WASHFAX COVER SHEET
CIA WASHFAX OPERATOR

Approved for Release: 2014/05/21
Israel: HAMAS, Fatah Group Bomb IDF Checkpoint Near Egyptian Border (U)

HAMAS and the Fatah movement today announced that the 'Izz-al-din al-Qassam Brigades and the Fatah Hawks jointly detonated explosives in a tunnel under an Israeli Defense Force checkpoint near the southern Gaza town of Rafah, according to FBIS monitoring of an Israeli newspaper website. A second explosion occurred an hour after the first tunnel detonation. Reuters reported that there were ten Israeli casualties in the attack, citing military sources. (U)

NCTC Operations Center Comment: The above attack is not the first of its type in 2004. The BBC reported on 28 June that a bomb was detonated in a tunnel under an Israeli army outpost in the Gaza Strip killing one soldier and wounding five. On 7 December, the BBC reported that another bomb was detonated beneath a chicken coop on the Karni-Netzarim Road south of Gaza City as Israeli soldiers were searching the site for hidden weapons. This attack killed one Israeli and wounded four. (U/FOUO)

Philippines: Unidentified Men Bomb Market in General Santos, Mindanao (U)

Unknown attackers today lobbed a homemade bomb or grenade at a market restaurant in the southern Philippines, killing 15 people and wounding 50 more, according to FBIS reporting. The Philippine military said the motive could be a feud among traders and vendors at the site, but several armed groups and Muslim separatists also reportedly operate in the area. (U)

NCTC Operations Center Comment: This incident has been reported in US and foreign media. So far, no group or person has claimed responsibility for the attack. (U/FOUO)

Iran: Al-Qa'ida Supporters Convicted (U)

Iran today acknowledged for the first time that it has convicted some Iranian nationals of supporting the al-Qa'ida terror network, according to press sources. Iranian Foreign Ministry spokesperson Hamid Asefi at his weekly press briefing told reporters that 10 or fewer pro-al-Qa'ida nationals have been tried and found guilty, but did not elaborate on when they were convicted or the sentences they received. Asefi also said that another case was pending against foreign nationals who were al-Qa'ida members. (U)

The National Counterterrorism Center (NCTC) SITREP provides situational awareness on terrorism related topics to a wide array of appropriately cleared U.S. Government officials, including brief summaries of newly disseminated intelligence reporting and open source information of potential interest. Any analytical evaluation or comment by the NCTC will be clearly marked. The NCTC prepared this report. Comments and queries may be directed to the NCTC Operations Center on (571) 280-6000 or 931-6000 secure. (U/FOUO)
MEMORANDUM FOR: Secretary of Energy

FROM: Special Assistant to the DCI for Security

SUBJECT: Establishing the DCI Special Security Center

1. (U//FOUO) Due to recent security events, I recommended to the DCI, in consultation with the Intelligence Community (IC) Security Directors, the establishment of a Special Security Center to centralize the leadership and accountability for the protection of Intelligence Sources and Methods and Sensitive Compartmented Information (SCI).

2. (U//FOUO) On 15 March 2002, the DCI signed the memorandum establishing the DCI Special Security Center (DSSC). The DSSC mission is to improve the coordination and oversight of security safeguards across the IC by ensuring uniform compliance with applicable directives, providing oversight of protection processes for SCI and other intelligence information, coordinating and providing services of common concern, conducting liaison with security within and external to the IC, and developing and coordinating DCI Directives relative to security policy. The DSSC is fully supported in the FY2003 budget, including personnel costs and billets. The DSSC will stand up on 1 October 2002 with an IOC on 1 June 2003.

3. (U//FOUO) The DCI has selected [Redacted] as the Director of this new Center. He will be contacting your Security Directors to brief them on the DSSC concept of operations and to seek their support in
SUBJECT: (U//FOUO) Establishing the DCI Special Security Center

making the DSSC an effective community resource. In addition, [redacted] will be requesting assistance in forming an IC planning team to further develop the DSSC’s mission and in identifying candidates from your organization to staff the DSSC on a reimbursable basis.

4. (U//FOUO) Please assist us in making this effort successful. If you have any questions, please contact [redacted] at [redacted] (U) or [redacted] (secure).