

# Security Classification Markings

## DEFINITIONS:

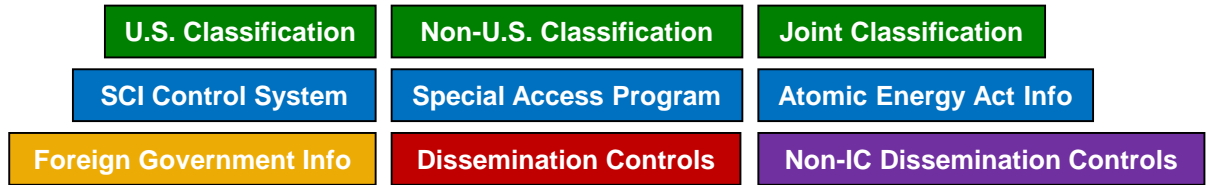
**(TS) TOP SECRET:** EXCEPTIONALLY GRAVE DAMAGE TO NATIONAL SECURITY

**(S) SECRET:** SERIOUS DAMAGE TO NATIONAL SECURITY

**(C) CONFIDENTIAL:** DAMAGE TO NATIONAL SECURITY

**CONTROLLED UNCLASSIFIED INFORMATION (CUI)** is unclassified information requiring protection as identified in a law, regulation, or government-wide policy. Categories of qualified CUI information are contained in the CUI Registry ([www.dodcui.mil](http://www.dodcui.mil)). **NOTE:** CUI Designation Indicator Block is required for both classified and unclassified CUI material. CUI Warning Box for Classified Material is required on multipage classified material

## CLASSIFICATION MARKING STRUCTURE



**Classification//SCI//SCI//SAP//AEA//FGI//Dissem./Dissem.//Non-IC//Non-IC**

### Separators

- // Double forward slash is used to separate marking categories
- / Single forward slash is used to separate multiple values within a marking category
- Hyphen is used to link a marking to a sub-marking (eg., SI-G or RD-SIGMA)
- “ ” A space is used to separate multiple sub-markings (eg., SI-ABD-G WXYZ or RD-SIGMA 1 3) and multiple trigraph or tetragraph codes in the FGI markings
- , A comma is used to separate multiple trigraph or tetragraph codes in the REL TO marking

### Handy Tips

- What if one or more of your classified sources does not contain any declassification instructions?
  - Refer it back to the originator first!
  - If you don't get an answer, get your security team involved!
- What if you can't take these steps due to emergent circumstances? You are still required to provide declass instructions.
  - Look for HUMINT info in the source (See your SSO if in doubt)
    - 50X1 HUM is always the most restrictive declassification.
  - If there are no “Declass on” instructions, add 25 years to the date of the source for your declass value.
  - If declass instructions contain legacy markings\*, add 25 years to the date of the source to calculate appropriate declass date.
  - Consider all declass instructions; use the most restrictive.
  - Add the classification authority block on the bottom of the first page:

**Classified by:** your name/position title/office symbol

**Derived from:** source used or “Multiple Sources” (must list sources)

**Declassify on:** the most restrictive/longest duration from source(s)

### DISSEMINATION CONTROLS

**NOFORN (NF)** (Not Releasable To Foreign Nationals) is controlled by USD(I) and only for intelligence.

The absence of NOFORN does not mean “YESFORN”. SECRET is not releasable until a qualified FDO has made the determination.

**ORCON (OC)** (Originator Controlled) is only to protect intel methods/sources.

**REL TO** (Releasable to) is only used after an FDO has made a releasability determination. USA will always be the first country after the marking, followed by the appropriate trigraph or tetragraph in alphabetical order.

### \*LEGACY MARKINGS:

**X1 – X8, OADR, MR are all NO LONGER AUTHORIZED as declassification values. If one or more of your source documents contain these markings, simply add 25 years to the date of the source.**

POC is USSOCOM Security Management Office (SMO)  
Information Security (INFOSEC) Team (813) 826-4190 / 9538 / 3099

# Marking Examples

## Common Header/Footer

CONFIDENTIAL  
SECRET  
TOP SECRET  
UNCLASSIFIED  
CUI  
RELEASABLE TO  
ACCM PRIMAL SPIRIT  
NOFORN

## Portion Marking

C  
S  
TS  
U  
CUI  
//REL TO USA, XXX  
//ACCM-PRIMAL SPIRIT  
//NF

## WHAT YOU NEED TO KNOW ABOUT USING THESE MARKINGS

- Carry over the classification of each portion from your sources
- Do not add or subtract classifications if you think they are wrong, ask the originator instead
- The overall header/footer banner markings will always combine the most restrictive markings in your document

## "RELEASEABLE TO" MARKINGS

If all portions contained within your document are releasable to the same countries and groups as stated in your banner, the portion marks for these will simply be //REL TO. If they are different, the portion will be //REL TO USA, and the appropriate trigraph or tetragraph for the country(s) that information is REL TO. FDO must approve all REL products/material.

## Multiple Dissemination Markings

SECRET//NOFORN

1. (U) This is an unclassified sample.
2. (S//REL TO USA, GBR) This is a sample of US classified information that is releasable only to Great Britain.
3. (C//NF) Even though this is the only piece of NOFORN information, it is more restrictive than REL TO, so the banner is marked //NOFORN.
4. (C//REL TO USA, FVEY) This contains US classified information that is releasable to members of the FVEY alliance.
5. (CUI) If any portion of the document contains classified information, do not use CUI in the banner markings.

Remember to use the most restrictive classifications and dissemination controls. Notice that no portions are marked S//NF; however, since the highest level of classification contained is SECRET, and the most restrictive dissemination control is NOFORN, the banner is marked as such.

SECRET//NOFORN

ALL ACCM programs need to be spelled out in their entirety. If there are multiple per document, all must be listed in the banner.

Anything that is NOT classified must be marked unclassified.

If your paragraph contains all the ACCM programs contained in the header/footer, you do not need to spell them out in the portion markings

Do not include CUI in the banner marking unless the entire document is Unclassified

## ACCM Information

SECRET//ACCM-PRIMAL SPIRIT/RIVAL FISH

1. (U) This is an unclassified sample. Note this line refers to unclassified information which is not subject to any restrictions or caveats.
2. (S//ACCM-RIVAL FISH) This line refers to Information that is classified by the ACCM RIVAL FISH.
3. (C//ACCM) This line refers to Information that is classified by the ACCM PRIMAL SPIRIT, and RIVAL FISH.
4. (S) This line refers to US information that is classified as SECRET. Remember, unless it is marked as REL TO, Secret information is still not releasable to our coalition partners.
5. (CUI) This line contains CUI information that qualifies it as CUI in accordance with the CUI Registry.

SECRET//ACCM-PRIMAL SPIRIT/RIVAL FISH

Separate multiple ACCM programs with a single forward slash and list them in alphabetical order.