

CUI

ATTENTION

CUI//BASIC

Controlled Unclassified Information

Internal Policy Document

No additional dissemination controls apply.

Handle in accordance with standard CUI requirements.

POC: Records Management Office

Administrative Services Division

Tel: (555) 456-7890

Email: records@example.gov

ATTENTION

All individuals handling this information are required to protect it from unauthorized disclosure.

Handling, storage, reproduction, and disposition of the attached document(s) must be in accordance with 32 CFR Part 2002 and applicable agency policy.

Access to and dissemination of Controlled Unclassified Information shall be allowed as necessary and permissible to any individual(s), organization(s), or grouping(s) of users, provided such access or dissemination is consistent with or in furtherance of a Lawful Government Purpose and in a manner consistent with applicable law, regulations, and Government-wide policies.

Adapted from: Standard Form 901 (11-18)
Prescribed by GSA/ISOO | 32 CFR 2002

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