

DISTRICT OF COLUMBIA

City Council



Ordinance No. 14

Introduced by: Deputy Mayor Koalastyll

For Mayor TheySinned, Co-Sponsored by Chairminion Krenth & HoR T.

An ordinance for an Act entitled: "Compartmentalized Information Act of 2024"

AN ACT to codify standards for information security under the Public Safety Committee.

SECTION 1. SEVERABILITY, EFFECTIVE DATE, GENERAL PROVISIONS, CODIFIED REFERENCE.

- (a) This bill is severable, meaning if one part does not abide by the City Charter or Federal Law, the other parts will remain in action unless also found to also violate set laws.
- (b) All municipal legislation contradicting this bill and its contents is hereby null in void collectively.
- (c) This bill's codified reference shall be referred to as "D.C. Ordinance 24-14"
- (d) This bill shall go into effect immediately upon passage following a majority of approval from the District of Columbia City Council.

SECTION 2. TABLE OF CONTENTS.

- (a) Section 1. Severability, Effective Date, General Provisions, Codified Reference
- (b) Section 2. Table of Contents
- (c) Section 3: Definitions
- (d) Section 4: Establishment
- (e) Section 5: Codification of Contents

- (f) Section 6. Storage of Compartmentalized Information
- (g) Section 7. Automatic Prescription of Clearances

SECTION 3. DEFINITIONS.

- (a) Sensitive information will refer to any information, physical or not, which could be perceived as classified in the interest of district security.

SECTION 4. ESTABLISHMENT.

- (a) Whereas, there is no set standard for the handling of sensitive information.
- (b) Whereas several municipal departments handle sensitive information which are critical to district security.
- (c) Be it enacted, the storage and classification of sensitive information as prescribed in Sections 5 and 6 will be set in place.
- (d) The Information Security Office will be established as an entity under the Public Safety Committee.
 - 1. The ISO will be headed by the Mayor and their Deputy.
 - 2. The Office will be composed of no more than 5 PSC appointed Information Security Officers.
- (e) The Information Security Office will be tasked with the issuing and revocation of clearances as listed under Section 5.
- (f) The Information Security Office will be tasked with drafting policies which govern the handling of sensitive information.
- (g) The respective departments will be required to establish protocol in the handling of sensitive information per PSC guidance.

SECTION 5. CODIFICATION OF CONTENTS.

- (a) The following classification levels will be established under the District of Columbia:
 - 1. [HC] - The Highly Classified Clearance will apply to any and all information; this clearance will be permitted access to information listed under all other clearances.
 - 2. [C] - The Classified Clearance will apply to any and all information; this clearance will be permitted access to information listed TS or lower.

3. [TSI] - The Top Secret Information Clearance will apply to information disclosed in non-physical form; this includes meetings and communications servers.
 4. [TSD] - The Top Secret Documentation Clearance will apply to information disclosed in a physical form; this includes documentation and records.
 5. [SI] - The Secret Information Clearance will apply to information disclosed in non-physical form; this includes meetings and communications servers.
 6. [SD] - The Secret Documentation Clearance will apply to information disclosed in a physical form; this includes documentation and records.
 7. [PI] - The Public Information Clearance will apply to information disclosed in non-physical form; this includes meetings and communications servers.
 8. [PD] - The Public Documentation Clearance will apply to information disclosed in a physical form; this includes documentation and records.
- (b) The following designations will be established;
1. Originating Entity Tag:
 - i. [OM] - Office of the Mayor
 - ii. [CC] - City Council
 - iii. [AG] - Office of the Attorney General
 - iv. [PSC] - Public Safety Committee
 - v. [MPD] - Metropolitan Police Department
 - a. [MPD/CID] - MPD Criminal Investigative Division
 - b. [MPD/PD] - MPD Protective Division (as determined)
 - vi. [EMS] - Emergency Medical Service
 - vii. [FD] - DC Fire Department
 - viii. [DC] - No Specific Department, Generic Origination Tag
 2. Subject Matter Tag:
 - a. [CI] - Criminal Investigation
 - b. [CT] - Counterterrorism
 - c. [DS] - District Security
 - d. [LA] - Legislative Activity
 - e. [WB] - Whistleblower
 - f. [S] - Statement

g. [B] - Briefing Document

h. [M] - Meeting Transcript

(c) Clearances will be assigned as follows:

1. [HC] and [C] will receive access to all compartments
2. [TS/O.E.T.] will receive access to information classified as both [TSI] and [TSD] under their OET.
3. [TSI/O.E.T.] will receive access to information classified as [TSI] under their OET.
4. [TSD/O.E.T.] will receive access to information classified as [TSD] under their OET.
5. [S/O.E.T] will receive access to information classified as both [SI] and [SD] under their OET.
6. [SI/O.E.T.] will receive access to information classified as [SI] under their OET.
7. [SD/O.E.T.] will receive access to information classified as [SD] under their OET.

SECTION 6. STORAGE OF COMPARTMENTALIZED INFORMATION.

(a) All information stored must be properly identified in the format [MMDD/CLASSIFICATION/DESIGNATIONS]:

1. Example: A top secret document published on April 20th by the District Attorney General concerning a criminal investigation would be stored as 0420/TS/AG/CI
2. In the event multiple documents of identical identification are published, a single letter will be attached before the identification tag.

(b) It will be the duty of the originating entity to ensure the proper storage of compartmentalized information.

(c) The Information Security Office is to ensure the proper redaction of previously compartmentalized information prior to release.

(d) The divulgence of compartmentalized information will be restricted solely to individuals who maintain the designation prescribed to that information.

(e) Failure to ensure the proper and secure storage of compartmentalized information will lead to the revocation of clearance.

(f) In the event of the unauthorized dissemination of compartmentalized information, it shall result in immediate municipal blacklist and shall be construed as an offense against the district, thereby subject to prosecution by the DAG's Office.

1. Recognized Whistleblowers are not liable to this clause.

SECTION 7. AUTOMATIC PRESCRIPTION OF CLEARANCES.

(a) The following positions will be automatically entitled to the corresponding clearances

1. Mayor: [HC]
2. Deputy Mayor [HC]
3. Council President [HC]
4. City Councilor [C]
5. District Attorney General [C]
6. MPD Chief [C]
7. DCFD Chief [C]
8. DCEMS Chief [C]
9. Mayoral Chief of Staff [C]
10. District Sergeant-at-Arms [TS/CC]
11. Appointed Members of the Public Safety Committee [TS/PSC]
12. Deputy District Attorney General [TS/AG] & [TS/MPD]
13. Deputy MPD Chief [TS/MPD]
14. Deputy DCFD Chief [TS/FD]
15. Deputy DCEMS Chief [TS/EMS]
16. ODAG Personnel [SI/AG]
17. MPD Personnel [SI/MPD]
18. DCFD Personnel [SI/FD]
19. DCEMS Personnel [SI/EMS]
20. All Municipal Personnel [SI/DC]

(b) In the event of the appointment of a Special Counsel, they will be entitled to receive the clearance level [HC] with any staff of the Counsel receiving [C]

(c) The following items will hereby be compartmentalized as follows:

1. Any Mayoral Cabinet Chat [C]
2. Any City Council Chat [C]
3. Any Mayoral Office Chat [TSI/OM]
4. Any Public Safety Committee Chat [TSI/PSC]
5. MPD Communications Server [SI/MPD]
6. DCFD Communications Server [SI/FD]
7. DCEMS Communications Server [SI/EMS]
8. Municipal Government Communications Server [SI/DC]

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