Office of the Under Secretary of Defense for Intelligence and Security OUSD (I&S)

For Open Publication

Mar 25, 2025

5



# Controlled Unclassified Information (CUI)

March 20, 2024



## **Definitions**

Information Security (INFOSEC): policies, procedures, and requirements established in accordance with E.O. 13526, E.O. 13556, 32 CFR Part 2001, and 32 CFR Part 2002 to protect information that, if subjected to unauthorized disclosure, could reasonably be expected to cause damage to national security. Encompasses classification, declassification, SCI, SAP, CUI.

Executive Order 13526
32 CFR Part 2001
DoDI 5200.01
DoDM 5200.01 Volumes 1-3
DoDM 5200.45

**Controlled Unclassified Information (CUI):** information the Government creates or possesses, or that an entity creates or possesses for or on behalf of the Government, that a **law, regulation, or Government-wide policy** requires or permits an agency to handle using safeguarding or dissemination controls.

Executive Order 13556 32 CFR Part 2002 DoDI 5200.48

Operations Security (OPSEC): the process of identifying critical information and analyzing friendly actions attendant to military operations and other activities to: identify those actions that can be observed by adversary intelligence systems; determine indicators and vulnerabilities that adversary intelligence systems might obtain that could be interpreted or pieced together to derive critical information in time to be useful to adversaries, and determine which of these represent an unacceptable risk; then select and execute countermeasures that eliminate the risk to friendly actions and operations or reduce it to an acceptable level.

NSPM-28 DoDD 5205.02E DoDM 5205.02



## **Controlled Unclassified Information**

## Controlled Unclassified Information (CUI):

• Information the Government creates or possesses, or that an entity creates or possesses for or on behalf of the Government, that a law, regulation, or Government-wide policy requires or permits an agency to handle using

safeguarding or dissemination controls.

Authorities	Applicable DoD Policies
10 U.S.C. 130	DFARS 204.73
15 CFR 772.1	DoDD 5000.01
15 CFR 774 Supplement 1	DoDD 5230.25
15 CFR 774 Supplement 2	DoDI 2030.08
22 CFR 120	DoDI 2040.02
22 CFR 121	DoDI 3200.12
48 CFR 252.204-7012	DoDI 5000.02
	DoDI 5200.39

- Does not include classified information or information a non-executive branch entity possesses and maintains in its own systems that did not come from, or was not created or possessed by or for, an executive branch agency or an entity acting for an agency.
- CUI is a control, not a classification.



# DoDI 5200.48 Change 1

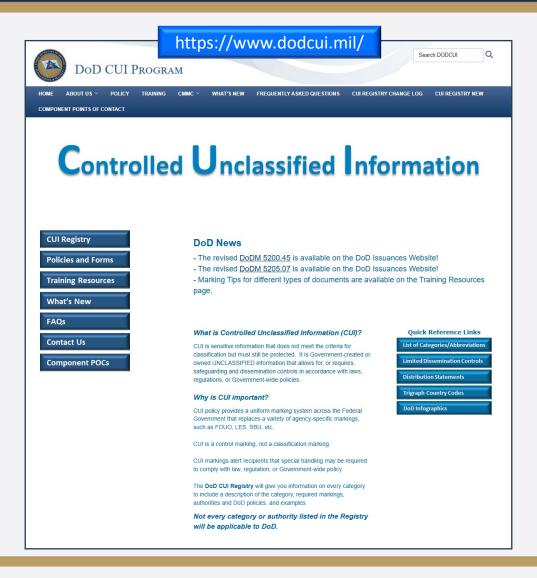
Currently in formal coordination.

## Changes:

- Updates processes to clarify marking requirements, including the correct use of Not Releasable to Foreign Nationals (NOFORN) and Authorized for Release to (REL TO) markings.
- Eliminates reference to specified CUI.
- Eliminates the requirement for the CUI Warning Box on classified documents containing CUI.
- Adds requirements for tracking training completions and using the required DoD CUI training course.



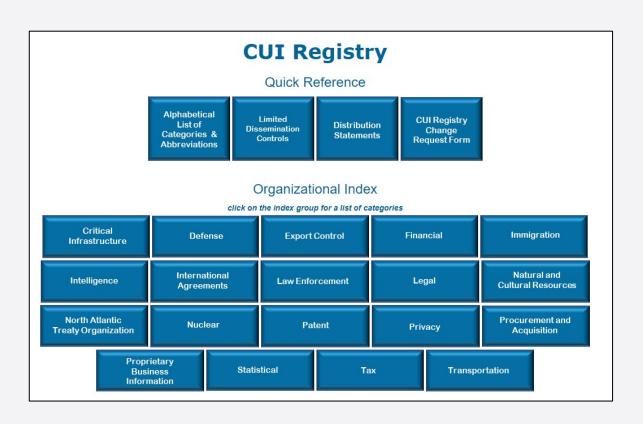
## **DoD CUI Website**





# **DoD CUI Registry**

The key to correctly identifying unclassified information as CUI is ensuring it aligns with a CUI category in the DoD CUI Registry.







# **DoD CUI Registry**

Each category has its own page and includes information about the category, examples of the type of information that falls in each category, authorities, and applicable DoD policies.

## **Controlled Technical Information**

#### Category Abbreviation:

CTI

#### Category Description:

Technical information with military or space application that is subject to controls on the access, use, reproduction, modification, performance, display, release, disclosure, or dissemination. The term does not include information that is lawfully publicly available without restrictions. "Technical Information" means technical data or computer software, as those terms are defined in Defense Federal Acquisition Regulation Supplement clause 252.227-7013, "Rights in Technical Data - Noncommercial Items" (48 CFR 252.227-7013).

**Authorities** 

15 CFR 772.1

22 CFR 120

22 CFR 121

15 CFR 774 Supplement 1

15 CFR 774 Supplement 2

48 CFR 252.204-7012

#### Required Warning Statement:

#### Required Dissemination Control:

Distribution Statement B thru F

### Examples

- · Research and engineering data
- Engineering drawings
- · Technical reports
- · Technical data packages
- Design analysis
- Specifications
- · Test reports
- Technical orders
- · Cybersecurity plan
- · IP addresses, nodes, links

## Back to Main Page

CUI Registry

#### Links to Defense Categories

DoD Critical Infrastructure
Security Information
Naval Nuclear Propulsion
Information
Privileged Safety Information
Unclassified Controlled Nuclear

Information - Defense

#### Applicable DoD Policies

DFARS 204.73
DoDD 5000.01
DoDD 5230.25
DoDI 2030.08
DoDI 2040.02
DoDI 3200.12
DoDI 5000.02
DoDI 5200.39



# Training Resources





# **CUI Marking Requirements**

## Marking Guidelines for Unclassified Documents Containing CUI

Mandatory CUI markings for unclassified documents include:

- The acronym "CUI" at the top and bottom of each page. 32 CFR Part 2002 gives agencies the option of marking documents with "CUI" or "CONTROLLED," but DoD only authorizes the use of "CUI."
- The CUI designation indicator block.

Do not add "UNCLASSIFIED" before "CUI."

Do not add the CUI category to the top and bottom of the page. The category is listed in the CUI designation indicator block.

**√**CUI

XU//CUI

**X**CUI//OPSEC

**XCONTROLLED** 

Portion markings are optional, but recommended, on unclassified documents. If annotated, they must be applied to all portions, to include subjects, titles, paragraphs, subparagraphs, bullet points, figures, charts, tables, etc. Do not apply portion markings to the CUI designation indicator.

You are not required to place "CUI" in file names. The file or document name should be unclassified, so there is no requirement to mark it as CUI. If you want to indicate the document contains CUI, you can place a statement after the file name.

Example: Marking Requirements (Document is CUI)

The individual creating the document is responsible for applying the required markings.



# **CUI Marking Requirements**

## **CUI Designation Indicator Block**

The CUI designation indicator must be annotated on the first page or cover of all documents containing CUI.

Line 1: the name of the DoD Component and the office creating the document

Line 2: identification of the categories contained in the document

Line 3: applicable distribution statement or limited dissemination control (LDC)

Line 4: name and phone number or email of POC

## **Examples**

Controlled by: OUSD(I&S)/DDI(CL&S)/IAP

CUI Category: NNPI

LDC: NOFORN

POC: John Brown, 703-555-0123

Controlled by: OUSD(I&S)/DDI(CL&S)/IAP

CUI Category: OPSEC

LDC: FEDCON

POC: osd.pentagon.rsrcmgmt.list.ousd-intel-infosec-mbx@mail.mil

Controlled by: OUSD(I&S)/DDI(CL&S)/IAP

CUI Category: CTI

Distribution Statement: C

POC: John Brown, 703-555-0123

Note: The distribution statement will be written out in full on the first page of the document as well as being annotated in

the designation indicator block.



## **CUI Limited Dissemination Controls**

## **Limited Dissemination Controls**

LDCs are CUI executive agent-approved controls agencies may use to limit or specify CUI dissemination but cannot be used to unnecessarily restrict CUI access. Access to CUI should be encouraged and permitted to the extent that access or determination:

- Abides by the laws, regulations, or Government-wide policies that established the information as CUI.
- Furthers a lawful government purpose.
- Is not restricted by an authorized limited dissemination control established by the CUI executive agent.
- Is not otherwise prohibited by law.

LDCs establish additional control, secondary sharing, and release guidance without the need to repeatedly obtain controlling DoD office approval or authorization and identify the specific audience deemed to have a lawful government purpose to be an authorized holder of CUI.

The absence of an LDC on a document means anyone with a lawful government purpose is permitted access to the information but does not imply or authorize public release.

Control	Marking	Description	
Federal Employees Only	FED ONLY	Dissemination authorized only to employees of the U.S. Government executive branch agencies or armed forces personnel of the U.S. or Active Guard and Reserve.	
Federal Employees and Contractors Only	FEDCON	Includes individuals or employees who enter into a contract with the U.S. to perform a specific job, supply labor and materials, or for the sale of products and services, so long as dissemination is in furtherance of the contractual purpose.	
No Dissemination to Contractors	NOCON	Intended for use when dissemination is not permitted to federal contractors, but permits dissemination to state, local, or tribal employees.	
Dissemination List Controlled *	DL ONLY	Dissemination authorized only to those individuals, organizations, or entities included on an accompanying dissemination list.	
Releasable by Information Disclosure Official	RELIDO	A permissive foreign disclosure and release marking used to indicate that the originator has authorized a Senior Foreign Disclosure and Release Authority (SFDRA) to make further sharing decisions for uncaveated intelligence material (intelligence with no restrictive dissemination controls) in accordance with existing procedures, guidelines, and implementation guidance. Note: Only agencies that are eligible to use RELIDO in the intelligence community (IC) classified information context may use this LDC on CUI. It is defined and applied in the same manner as in the IC context.	
No Foreign Dissemination	NOFORN	Information may not be disseminated in any form to foreign governments, foreign nationals, foreign or international organizations, or non-U.S. citizens.	
Authorized for Release to Certain Foreign Nationals Only	REL TO USA, [LIST]	Information has been predetermined by the designating agency to be releasable only to the foreign country(ies) or international organization(s) indicated, through established foreign disclosure procedures and channels. It is NOFORN to all foreign countries/international organizations not indicated in the REL TO marking. See list of approved country codes.	
Display Only	DISPLAY ONLY	Information is authorized for disclosure to a foreign recipient, but without providing them a physical copy for retention to the foreign country(ies) or international organization(s) indicated, through established foreign disclosure procedures and channels.	
Attorney Client	ATTORNEY-CLIENT	Dissemination of information beyond the attorney, the attorney's agents, or the client is prohibited, unless the agency's executive decision makers decide to disclose the information outside the bounds of its protection.	
Attorney Work Product	ATTORNEY-WP	Dissemination of information beyond the attorney, the attorney's agents, or the client is prohibited, unless specifically permitted by the overseeing attorney who originated the work product or their successor.	

<sup>\*</sup> DL ONLY is used when you have a specific organization or list of individuals authorized to receive the document and none of the other LDCs apply. The list must be on or attached to the document, or a link to the list annotated on the document.



## **Distribution Statements**

Distribution statements, in accordance with DoDI 5230.24, are authorized for use with:

- CUI export controlled information
- Controlled technical information
- Other scientific, technical, and engineering information

Distribution Statement A: Approved for public release. Distribution is unlimited.

Distribution Statement B: Distribution authorized to U.S. Government agencies only [fill in reason and date of determination].

Distribution Statement C: Distribution authorized to U.S. Government agencies and their contractors [fill in reason and date of determination]. Other requests for this document shall be referred to [insert controlling DoD office].

Distribution Statement D: Distribution authorized to Department of Defense and U.S. DoD contractors only [insert reason and date of determination]. Other requests for this document shall be referred to [insert controlling DoD office].

Distribution Statement E: Distribution authorized to DoD Components only [fill in reason and date of determination]. Other requests shall be referred to [insert controlling DoD office].

Distribution Statement F: Further dissemination only as directed by [insert controlling DoD Office and date of determination] or higher DoD authority.

Note: A distribution statement does not automatically mean the document contains CUI. Certain types of CUI require a distribution statement, but distribution statements can be applied to all technical and scientific information.



# Safeguarding and Storage Requirements

- DoD personnel must keep CUI under their control at all times or protect it with at least one physical barrier to reasonably ensure the CUI is protected from unauthorized access and observation. Acceptable methods include using the SF 901 cover sheet, turning computer monitors off, or using monitor screen covers.
- Use the SF 710 Unclassified Label to mark media and peripheral equipment.
- During duty hours, CUI storage options include locked or unlocked containers, desk drawers, or GSA-approved storage cabinets.
- After duty hours:
  - Unlocked containers, desks, or cabinets if the building provides continuous monitoring (e.g., 24-hour security guards, intrusion detection system).
  - Locked desks, file cabinets, bookcases, locked rooms, or similarly secured areas if the building does not provide continuous monitoring.
- Locked desks, file cabinets, bookcases, or similarly secured areas in hotel rooms or other temporary lodgings can be used.
- · Do not store CUI in automobiles.
- Do not view CUI while on public transportation.

If you believe there has been a spillage or unauthorized disclosure of CUI, report it to your supervisor or security manager.



# Destruction Requirements

- Documents containing CUI may be destroyed using the same methods as for classified information.
- CUI must be made unreadable, indecipherable, and irrecoverable once destroyed. Materials containing CUI will be destroyed using paper, optical media, or other destruction devices listed on the current National Security Agency Evaluated Products List, available at https://www.nsa.gov/Resources/Media-Destruction-Guidance/.
- Use cross-cut shredders that produce 1 mm x 5 mm (0.04 inch x 0.2 inch) or smaller particles.
- Pulverize or disintegrate paper using disintegrator devices equipped with a 3/32 inch (2.4 mm) security screen.
- Dispose of CUI using any other destruction methods LRGWPs specifically require.
- Authorized CUI holders may consolidate CUI prior to shredding, recycling, or destroying it, including shred bins and burn bags within the organization's controlled environments and interim storage or contractor facilities.



## Action/Info Memo

## Banner Line

## ACTION MEMO

FOR: SECRETARY OF DEFENSE

DepSecDef Action

FROM: Ronald S. Moultrie, Under Secretary of Defense for Intelligence & Security

SUBJECT: Delegation of Original Classification Authority

- Purpose. Request the Secretary of Defense (SecDef) approve the delegation of Top Secret (TS) original classification authority (OCA) to the Director for Defense Intelligence (Counterintelligence, Law Enforcement, & Security) (DDI(CL&S)).
- Background. Executive Order (E.O.) 13526, "Classified National Security Information,"
   establishes the requirements for delegating OCA authority and provides that TS OCA may be
   delegated only by the President, the Vice President, or an appropriated designated agency
   head or official, such as the SecDef. E.O. 13526 requires delegations of OCA to be in
   writing, and the officials to be identified by position, and that all OCAs receive training in
   proper classification and declassification at least once a year.
- DoD Manual (DoDM) 5200.01, Volume 1, "DoD Information Security Program: Overview, Classification, and Declassification," further limits delegation of OCA to instances when:
  - There is a demonstrable and continuing need to exercise OCA during the normal course of operations;
  - Such demonstrable and continuing need cannot be met through issuance of security classification guides by existing OCAs in the chain of command;
  - Referral of decisions to existing OCAs at higher levels in the chain of command or supervision is not practical for reasons such as geographical separation; and
  - Sufficient expertise and information is available to the prospective OCA to permit
    effective classification decision-making.
- I have concluded that the requirements in E.O. 13526 and DoDM 5200.01, Volume 1 have been met. Further, this request is consistent with TS OCA granted to other Defense Components and Agencies.

RECOMMENDATION: Sign Memorandum at TAB B.

#### Attachments:

TAB B - SecDef Memo to DDI(CL&S)

TAB C - Coordination

Controlled by: DDI(CL&S)/IAP

CUI Category: PSI LDC: FEDCON

POC: osd.pentagon.rsrcmgmt.list.ousd-intel-infosec-mbx@mail.mil

## Required Markings:

- Banner line, top and bottom
- CUI designation indicator block

## Optional:

- Portion markings

Without portion marks

CUI Designation Indicator Block

Markings are for training purposes only.

Banner Line —



## Action/Info Memo

## Banner Line

## ACTION MEMO

FOR: SECRETARY OF DEFENSE

DepSecDef Action

FROM: Ronald S. Moultrie, Under Secretary of Defense for Intelligence & Security

SUBJECT: (U) DelegationS of Original Classification Authority

- (U) Purpose. Request the Secretary of Defense (SecDef) approve the delegation of Top Secret (TS) original classification authority (OCA) to the Director for Defense Intelligence (Counterintelligence, Law Enforcement, & Security) (DDI(CL&S)).
- (CUI) Background. Executive Order (E.O.) 13526, "Classified National Security Information," establishes the requirements for delegating OCA authority and provides that TS OCA may be delegated only by the President, the Vice President, or an appropriated designated agency head or official, such as the SecDef. E.O. 13526 requires delegations of OCA to be in writing, and the officials to be identified by position, and that all OCAs receive training in proper classification and declassification at least once a year.
- (CUI) DoD Manual (DoDM) 5200.01, Volume 1, "DoD Information Security Program:
   Overview, Classification, and Declassification," further limits delegation of OCA to instances when:
  - There is a demonstrable and continuing need to exercise OCA during the normal course of operations;
  - Such demonstrable and continuing need cannot be met through issuance of security classification guides by existing OCAs in the chain of command:
  - Referral of decisions to existing OCAs at higher levels in the chain of command or supervision is not practical for reasons such as geographical separation; and
  - Sufficient expertise and information is available to the prospective OCA to permit
    effective classification decision-making.
- (U) I have concluded that the requirements in E.O. 13526 and DoDM 5200.01, Volume 1 have been met. Further, this request is consistent with TS OCA granted to other Defense Components and Agencies.

(U) RECOMMENDATION: Sign Memorandum at TAB B.

(U) Attachments:

TAB B - (U) SecDef Memo to DDI(CL&S)

TAB C - (U) Coordination

Controlled by: DDI(CL&S)/IAP

CUI Category: PSI LDC: FEDCON

POC: osd.pentagon.rsrcmgmt.list.ousd-intel-infosec-mbx@mail.mil

## Required Markings:

- Banner line, top and bottom
- CUI designation indicator block

## Optional:

- Portion markings

Portion marks

**CUI** Designation

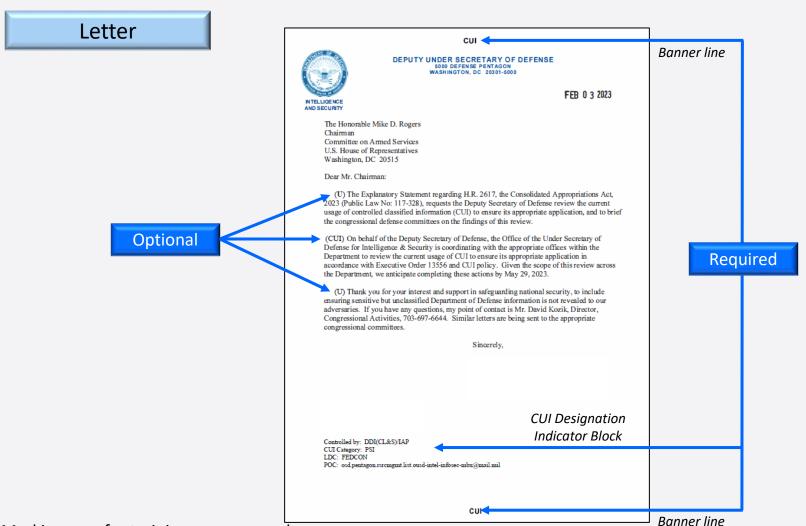
Indicator Block

With portion marks

Markings are for training purposes only.

Banner Line -----







## Memo

CUI



**UNDER SECRETARY OF DEFENSE** 5000 DEFENSE PENTAGON WASHINGTON, DC 20301-5000

SEP 2 7 2023

MEMOR ANDUM FOR SENIOR PENTAGON LEADERSHIP COMMANDERS OF THE COMBATANT COMMANDS DEFENSE AGENCY AND DOD FIELD ACTIVITY DIRECTORS

SUBJECT: Use of Digital Signatures on Standard Form 312

References: (a) Executive Order 13526, "Classified National Security Information," January 5,

- (b) 32 Code of Federal Regulations, Part 2001, June 28, 2010
- (c) ISOO Notice 2022-01: "Digital Signatures on Standard Form (SF) 312, Classified Information Nondisclosure Agreement," May 9, 2022
- (d) DoD Manual 5200.01, Volume 1, "DoD Information Security Program: Overview, Classification, and Declassification," February 24, 2012, as amended

The Information Security Oversight Office, as Executive Agent for references (a) and (b), issued updated guidance to Departments and Agencies on the use of digital signatures on Standard Form (SF) 312, "Classified Information Non-Disclosure Agreement" at reference (c). Based upon that guidance and in the interest of information security reform, Department of Defense (DoD) Components are authorized to accept digital signatures on all SF 312s as described in this memorandum.

DoD military, civilian, and contractor personnel may now sign SF 312s using a DoDissued credential that is: (1) based on public key infrastructure (PKI) and (2) includes a reliable certificate authority (CA). This includes the common access card, DoD-approved derived credentials (e.g., Purebred), personal identity verification (PIV), or DoD-approved PIV-Interoperable (PIV-I) cards. In addition, DoD personnel may use digital signatures from DoDsponsored External Certificate Authority PKIs, which are listed at https://cyber.mil/eca/, and DoD-approved external PKIs, which are listed at https://cyber.mil/pki-pke/interoperability/. DoD-approved external PKIs include certain federal personal PIV and industry PIV-I PKI

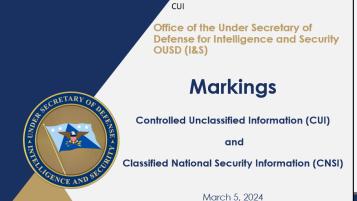
DoD components will reciprocally accept SF 312s containing digital or manual signatures, or a combination of both. Because of the authentication, consent, and integrity provided by the digital signature, the witness block does not require a signature if the user signs digitally. However, a digital or manual signature in the Acceptance block is still required.

> Controlled by: Mark Brown, Analyst CUI Category: PSI LDC: FEDCON POC: 703-555-9654

CUI

## **PowerPoint**

Markings are for training purposes only.



Controlled by: IAP CUI Category: BUDG POC: osd.pentagon.rsrcmgmt.list.ousd-intelinfosec-mbx@mail.mil

CUI

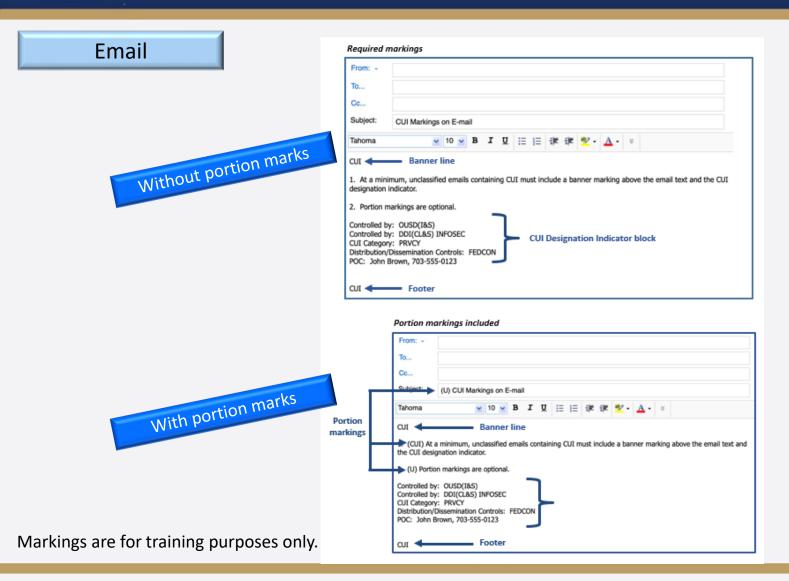
ed Unclassified Information

- · Information the Government creates or possesses, or that an entity creates or possesses for or on behalf of the Government, that a law, regulation, or Government-wide policy requires or permits an agency to handle using safeguarding or dissemination controls.
- Does not include classified information or information a non-executive branch entity possesses and maintains in its own systems that did not come from, or was not created or possessed by or for, an executive branch agency or an entity acting for an agency.

- · Executive Order 13556, "Controlled Unclassified Information," November 4, 2010
- · Part 2002 of Title 32, "Controlled Unclassified Information (CUI)," September 14, 2016
- · DoD Instruction 5200.48, "Controlled Unclassified Information (CUI)," March 6, 2020

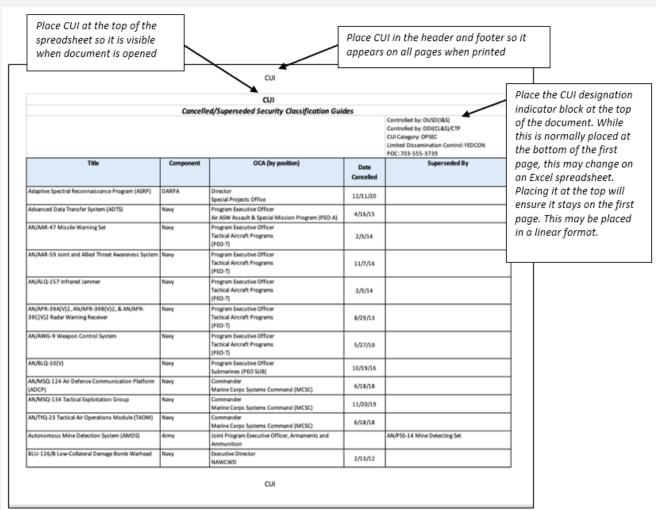
CUI



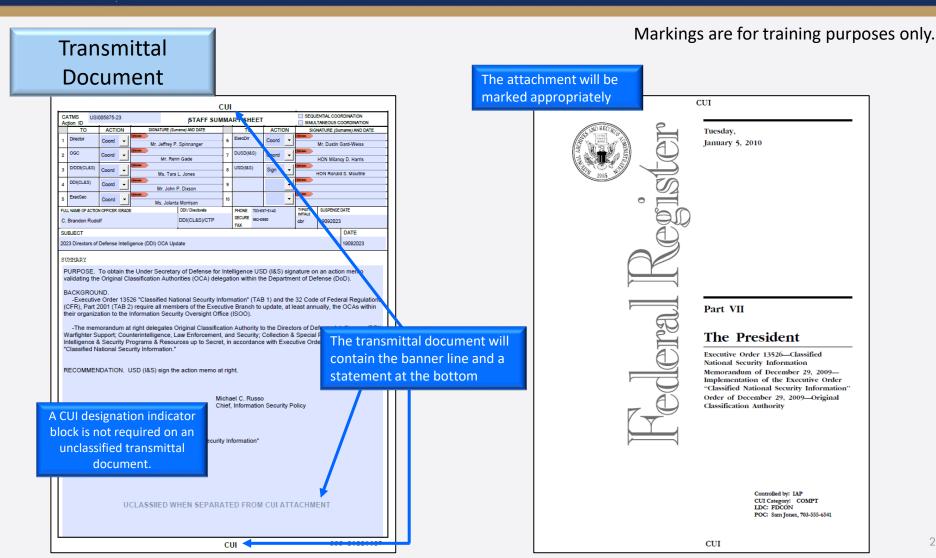




## Excel

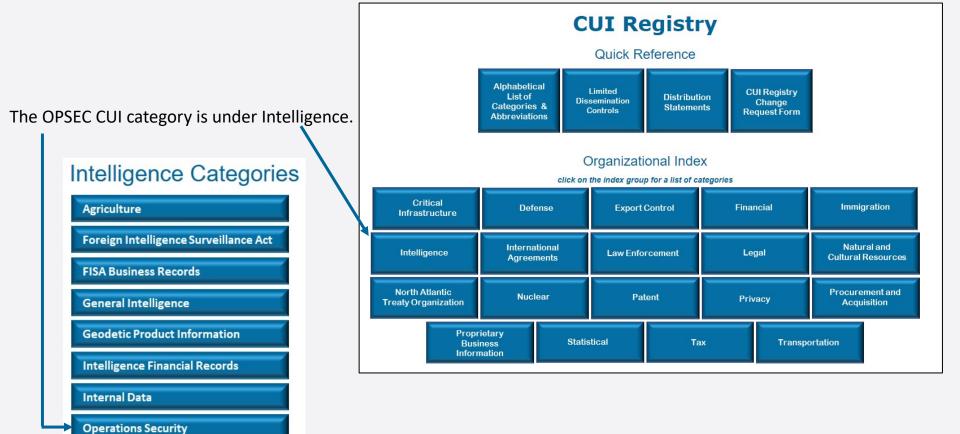








## **OPSEC**







## **Operations Security**

### Category Abbreviation:

OPSEC

#### Category Description:

Critical information determined to give evidence of the planning and execution of sensitive (frequently classified) government activities after going through a formal systematic vetting process in accordance with National Security Presidential Memorandum Number 28. This process identifies unclassified information that must be protected. It almost always results from an agency's official OPSEC program, or is otherwise commonly approved for use by the CUI Senior Agency Official.

NOTE: Information on your organization's Critical Information List (CIL) MAY BE CUI. It depends on what information is included in your document and how it is stated. To use the OPSEC category, the information must be on the CIL.

**Required Warning Statement:** 

Required Dissemination Control:

## **Examples**

- · Critical Information List (CIL)
- · OPSEC planning
- Risk assessment plan
- · Security classification guides

**Authorities** 

NSPM-28 (contact your OPSEC office for a copy)

## **Back to Main Page**

CUI Registry

Categories and Abbreviations

#### Links to Intelligence Categories

Agriculture

Internal Data

Foreign Intelligence Surveillance Act

FISA Business Records General Intelligence

Geodetic Product Information Intelligence Financial Records

Applicable DoD Policies

DoDD 5205.02E DoDM 5205.02



## **Unauthorized Disclosures**

A UD occurs when unauthorized individuals gain access to CUI through physical, auditory, or electronic means.

CUI mishandling occurs when an authorized CUI holder fails to employ required CUI controls, regardless of whether a UD resulted.

Because all CUI is associated with an LRGWP, individual consequences for safeguarding and handling violations can extend beyond administrative penalties to civil and criminal proceedings.

The DoD Components' senior agency officials (CSAO) and Component Program Managers (CPM) will establish procedures to ensure prompt and appropriate management action is taken in cases of CUI misuse, including UD of CUI, improper CUI designation and marking, violation of this issuance, and incidents potentially placing CUI at risk of UD. Such actions will focus on correcting or eliminating the conditions contributing to the incident.

DoD personnel are required to report:

- (1) Any actual or suspected mishandling of CUI.
- (2) Any suspicious behaviors among the workforce with potential to compromise CUI.

No formal security inquiry or investigation is required unless disciplinary action will be taken against the individual(s) responsible. UD of certain CUI, such as export controlled-technical data, may also result in potential civil and criminal sanctions against responsible persons based on the procedures codified in the relevant LRGWP. The DoD Component originating the CUI will be informed of any UD.

Incidents involving the UD of CUI will be reported through command channels to the DCSA DoD Insider Threat Management and Analysis Center. The Insider Threat Management and Analysis Center manages the Unauthorized Disclosure Program Management Office and serves as the central DoD office for consistent, uniform, and timely reporting of UDs.



## Lessons Learned

OPSEC is not the default CUI category.

In the early days, it seemed everyone would use OPSEC because it was easy. This led to improved instructions on the CUI website.

Users must look at the information revealed to determine the correct category.

Security classification guides may be protected as CUI under the OPSEC category.



## **Contact Information**

## **INFOSEC Mailboxes:**

NIPR: <u>osd.pentagon.rsrcmgmt.list.ousd-intel-infosec-mbx@mail.mil</u> SIPR: <u>osd.pentagon.rsrcmgmt.list.ousd-intel-infosec-mbx@mail.smil.mil</u>

CUI Web Page: <a href="https://www.dodcui.mil">https://www.dodcui.mil</a>