

ONIINST 5510.12A
ONI-52
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ONI INSTRUCTION 5510.12A
Subj: CLASSIFICATION, SAFEGUARDING, AND DECLASSIFICATION
OF
NATIONAL SECURITY INFORMATION PURSUANT TO EXECUTIVE
ORDER
(EO) 12958, AS AMENDED

Ref: (a) EO 12958, as amended, 28 Mar 03 (Policy
Document)
(b) SECNAVINST M 5510.36 of 30 Jun 06, Department of
the
Navy (DON) Information Security Program (ISP)
Reg.
(c) Frequently Asked Questions - EO 13292, Further
Amendment to EO 12958
(d) ONI Classification/Declassification Management
Reference Guide

1. Purpose. To provide information and guidance on EO 12958, as amended "Classified National Security Information" of 28 March 2003.
2. Cancellation. ONIINST 5510.12
3. Background. Reference (a) provides in-depth guidance on the provisions of EO 12958, as amended. Reference (b) provides interim guidance on changes to Department of Defense (DOD) Regulation 5200.1R, "Information Security Program," of June 2006. These changes are based on the 28 March 2003 amendment to EO 12958, "Classified National Security Information," and its implementing directive, Information Security Oversight Office (ISOO) Directive 1. Reference (c) provides a list of frequently asked questions and answers concerning the amended order. Reference (d) provides Navy policy on classification management and the development of security classification/declassification instructions.
4. Discussion
 - a. EO 12958, as amended, prescribes a uniform system for classifying, safeguarding, and declassifying national security

information, including information relating to defense against transnational terrorism. It describes two classification

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processes: original classification and derivative classification. The standards set forth in EO 12958, as amended, state that information shall be declassified as soon as it no longer meets the standards for classification. The revised language maintains 10 years as the norm for most original classification actions. However, an original classification authority has four choices:

- (1) Date or event.
- (2) Ten years from the date of origin.
- (3) A timeframe between 10 years and less than 25 years.
- (4) Twenty-five years from the date of origin.

b. EO 12958, as amended, details proper procedures for marking and safeguarding classified information and establishes processes for classification challenges, self-inspection programs, and oversight of special access programs.

5. Responsibility. EO 12958, as amended, increases personal accountability for the management of classification, thus classification management is added as a critical element for evaluation during performance reviews of employees who handle and create classified information. All Office of Naval Intelligence personnel who handle and create classified information are responsible for complying with EO 12958, as amended, and ensuring information considered for classification, declassification, or related action is treated in accordance with the guidance provided by references (a) and (b).

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