



# Department of Defense

## DIRECTIVE

NUMBER 5230.09

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Certified Current Through August 22, 2015

*Incorporating Change 2, April 14, 2017*

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DCMO

SUBJECT: Clearance of DoD Information for Public Release

References: See Enclosure 1

1. **PURPOSE.** This Directive reissues DoD Directive (DoDD) 5230.09 (Reference (a)) to update policy and responsibilities for the security and policy review process for the clearance of official DoD information proposed for official public release by the Department of Defense and its employees under DoDD 5105.02 (Reference (b)).

2. **APPLICABILITY AND SCOPE**

a. This Directive applies to:

(1) OSD, the Military Departments, the Office of the Chairman of the Joint Chiefs of Staff and the Joint Staff, the Combatant Commands, the Defense Agencies, the DoD Field Activities, and all other organizational entities within the Department of Defense (hereafter referred to collectively as the "DoD Components").

(2) All DoD personnel.

b. This Directive does NOT apply for provisions governing review of:

(1) Prepared statements, transcripts of testimony, questions for the record, inserts for the record, budget documents, and other material provided to congressional committees that may be included in the published records. (DoD Instruction (DoDI) 5400.04 (Reference (c)) applies.)

(2) Information before publication or disclosure by DoD contractors. (DoD 5220.22-M and DoD Manual 5200.01 (References (d) and (e)) apply.)

(3) Official information in litigation. (DoDD 5405.2 (Reference (f)) applies.)

(4) Release of official DoD information to the news media. (DoDD 5122.05 (Reference (g)) applies.)

3. DEFINITIONS. Terms used in this Directive are defined in the glossary.

4. POLICY. It is DoD policy that:

a. Accurate and timely information is made available to the public and the Congress to help the analysis and understanding of defense strategy, defense policy, and national security issues.

b. Any official DoD information intended for public release that pertains to military matters, national security issues, or subjects of significant concern to the Department of Defense shall be reviewed for clearance prior to release.

c. The public release of official DoD information is limited only as necessary to safeguard information requiring protection in the interest of national security or other legitimate governmental interest, as authorized by References (e), (f), and (g) and DoDDs ~~5230.24~~, 5230.25, 5400.07, 5400.11, 5205.02E, and 5500.07; DoDIs 5230.27, ~~5230.24~~, and ~~DoDI~~ 5200.01; DoD *Manual* 5400.07-~~R~~; DoD 5400.11-R; DoD 5500.7-R; International Traffic in Arms Regulations; Executive Order 13526; section 4353 of Title 22, United States Code (U.S.C.); and Executive Order 13556 (References (h) through (v), respectively).

d. Information released officially is consistent with established national and DoD policies and programs, including DoD Information Quality Guidelines (Reference (w)).

e. To ensure a climate of academic freedom and to encourage intellectual expression, students and faculty members of an academy, college, university, or DoD school are not required to submit papers or materials prepared in response to academic requirements for review when they are not intended for release outside the academic institution. Information intended for public release or made available in libraries to which the public has access shall be submitted for review. Clearance shall be granted if classified information is not disclosed, DoD interests are not jeopardized, and the author accurately portrays official policy, even if the author takes issue with that policy.

f. Retired personnel, former DoD employees, and non-active duty members of the Reserve Components shall use the DoD security review process to ensure that information they submit for public release does not compromise national security.

g. DoD personnel, while acting in a private capacity and not in connection with their official duties, have the right to prepare information for public release through non-DoD fora or media. This information must be reviewed for clearance if it meets the criteria in DoDI 5230.29 (Reference (x)). Such activity must comply with ethical standards in References (q) and (r) and may not have an adverse effect on duty performance or the authorized functions of the Department of Defense.

5. RESPONSIBILITIES. See Enclosure 2.
  
6. RELEASABILITY. **Cleared for public release.** This Directive is available on the DoD Issuances Website at <http://www.dtic.mil/whs/directives>.
  
7. EFFECTIVE DATE. This Directive is effective February 22, 2012.



Gordon England  
Deputy Secretary of Defense

Enclosures

1. References
2. Responsibilities

Glossary

ENCLOSURE 1

REFERENCES

- (a) DoD Directive 5230.9, "Clearance of Department of Defense (DoD) Information for Public Release," April 9, 1996 (hereby canceled)
- (b) DoD Directive 5105.02, "Deputy Secretary of Defense," February 18, 2015
- (c) DoD Instruction 5400.04, "Provision of Information to Congress," March 17, 2009
- (d) DoD 5220.22-M, "National Industrial Security Program Operating Manual," February 28, 2006, as amended
- (e) DoD Manual 5200.01, "DoD Information Security Program," February 24, 2012, ~~as amended~~ *date varies by volume*
- (f) DoD Directive 5405.2, "Release of Official Information in Litigation and Testimony by DoD Personnel as Witnesses," July 23, 1985
- (g) DoD Directive 5122.05, "Assistant Secretary of Defense for Public Affairs (ASD(PA))," September 5, 2008
- (h) DoD Instruction 5200.01, "DoD Information Security Program and Protection of Sensitive Compartmented Information (SCI)," ~~October 9, 2008, as amended~~ *April 21, 2016*
- (i) DoD Instruction 5230.24, "Distribution Statements on Technical Documents," August 23, 2012, *as amended*
- (j) DoD Directive 5230.25, "Withholding of Unclassified Technical Data from Public Disclosure," November 6, 1984, as amended
- (k) DoD Instruction 5230.27, "Presentation of DoD-Related Scientific and Technical Papers at Meetings," ~~October 6, 1987~~ *November 18, 2016*
- (l) DoD Directive 5400.07, "DoD Freedom of Information Act (FOIA) Program," January 2, 2008
- (m) DoD *Manual* 5400.07-~~R~~, "DoD Freedom of Information Act (*FOIA*) Program," ~~September 4, 1998~~ *January 25, 2017*
- (n) DoD Directive 5400.11, "DoD Privacy Program," October 29, 2014
- (o) DoD 5400.11-R, "Department of Defense Privacy Program," May 14, 2007
- (p) DoD Directive 5205.02E, "DoD Operations Security (OPSEC) Program," June 20, 2012
- (q) DoD Directive 5500.07, "Standards of Conduct," November 29, 2007
- (r) DoD 5500.07-R, "Joint Ethics Regulation (JER)," August 1, 1993, as amended
- (s) International Traffic in Arms Regulations (ITAR), Department of State, current edition
- (t) Executive Order 13526, "Classified National Security Information," December 29, 2009
- (u) Section 4353 of Title 22, United States Code
- (v) Executive Order 13556, "Controlled Unclassified Information," November 4, 2010
- (w) DoD Information Quality Guidelines, current edition<sup>1</sup>
- (x) DoD Instruction 5230.29, "Security and Policy Review of DoD Information for Public Release," August 13, 2014
- (y) DoD Directive 5105.53, "Director of Administration and Management (DA&M)," February 26, 2008

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<sup>1</sup> Available at [www.defense.gov/pubs/dodiqguidelines.aspx](http://www.defense.gov/pubs/dodiqguidelines.aspx).

- (z) DoD Directive 5105.82, “Deputy Chief Management Officer (DCMO) of the Department of Defense,” October 17, 2008
- (aa) Deputy Secretary of Defense Memorandum, “Reorganization of the Office of the Deputy Chief Management Officer,” July 11, 2014
- (ab) DoD Directive 5110.04, “Washington Headquarters Services (WHS),” March 27, 2013
- (ac) Title 10, United States Code

ENCLOSURE 2

RESPONSIBILITIES

1. DIRECTOR OF ADMINISTRATION OF THE OFFICE OF THE DEPUTY CHIEF MANAGEMENT OFFICER (DCMO) OF THE DEPARTMENT OF DEFENSE ~~(DCMO)~~.

Under the authority, direction, and control of the DCMO, and in accordance with DoDD 5105.53, DoDD 5105.82, and Deputy Secretary of Defense Memorandum (References (y), (z), and (aa)), the Director of Administration of the Office of the DCMO acts as the appellate authority for the DoD security and policy review process.

2. DIRECTOR, WASHINGTON HEADQUARTERS SERVICES (WHS). Under the authority, direction, and control of the DCMO and through the Director of Administration of the Office of the DCMO, the Director, WHS:

a. Monitors compliance with this Directive.

b. Develops procedures and review guidelines for the security and policy review of information intended for public release in coordination with offices of the OSD Principal Staff Assistants.

c. Implements the DoD security review process through the Defense Office of Prepublication and Security Review (DOPSR) in accordance with DoDD 5110.04 (Reference (ab)).

3. INSPECTOR GENERAL OF THE DEPARTMENT OF DEFENSE. The Inspector General of the Department of Defense, as an independent and objective officer in the Department of Defense, is exempt from the policy review provisions of this Directive. As necessary, information may be submitted for security review prior to public release.

4. HEADS OF THE DoD COMPONENTS. The Heads of the DoD Components shall:

a. Provide prompt guidance and assistance to the Director, WHS, when requested, for the security or policy implications of information proposed for public release.

b. Establish policies and procedures to implement this Directive in their Components. Designate the DoD Component office and point of contact for implementation of this Directive and provide this information to the DOPSR.

c. Forward official DoD information proposed for public release to the Director, WHS, for review, including a recommendation on the releasability of the information per Reference (x).

## GLOSSARY

### PART I. ABBREVIATIONS AND ACRONYMS

DCMO	Deputy Chief Management Office of the Department of Defense
DoDD	DoD Directive
DoDI	DoD Instruction
DOPSR	Defense Office of Prepublication and Security Review
U.S.C.	United States Code
WHS	Washington Headquarters Services

### PART II. DEFINITIONS

The following terms and their definitions are for the purposes of this Directive only.

#### DoD personnel:

Any DoD civilian officer or employee (including special Government employees) of any DoD Component (including any nonappropriated fund activity).

Any active duty Regular or Reserve military officer, warrant officer, and active duty enlisted member of the Army, the Navy, the Air Force, or the Marine Corps.

Any Reserve or National Guard member on active duty under orders issued pursuant to Title 10, U.S.C. (Reference (ac)).

Any Reserve or National Guard member performing official duties, including while on inactive duty for training or while earning retirement points, pursuant to Reference (ac), or while engaged in any activity related to the performance of a Federal duty or function.

Any faculty member in a civil service position or hired pursuant to Reference (ac) and any student (including a cadet or midshipman) of an academy, college, university, or school of the Department of Defense.

Any foreign national working for a DoD Component except those hired pursuant to a defense contract, consistent with labor agreements, international treaties and agreements, and host-country laws.

information. Any communication or representation of knowledge such as facts, data, or opinions in any medium or form.

official DoD information. All information that is in the custody and control of the Department of Defense, relates to information in the custody and control of the Department, or was acquired by DoD employees as part of their official duties or because of their official status within the Department.

review for clearance. The process by which information that is proposed for public release is examined for compliance with established national and DoD policies and to determine that it contains no classified or export-controlled information. Release of information to the public, cleared by the DOPSR, is the responsibility of the originating office.