



Department of Defense DIRECTIVE

NUMBER S-3305.17
January 14, 2016

USD(I)

SUBJECT: (U) DoD Case Officer Programs

References: (U) See Enclosure 1

1. (U) PURPOSE. This directive establishes policy and assigns responsibilities for implementing DoD Case Officer (C/O) programs within the DoD Components in accordance with DoD Directive (DoDD) S-3325.09 (Reference (a)) and DoDD S-5200.37 (Reference (b)).

2. (U) APPLICABILITY. This directive:

a. (U) Applies to OSD, the Military Departments, the Office of the Chairman of the Joint Chiefs of Staff (CJCS) and the Joint Staff (JS), the Combatant Commands (CCMDs), the Office of the Inspector General of the Department of Defense, the Defense Agencies, the DoD Field Activities, and all other organizational entities within the DoD (referred to collectively in this directive as the "DoD Components").

b. (U) Does not apply to DoD counterintelligence personnel certified through DoD training to conduct offensive counterintelligence operations.

3. (U) POLICY. It is DoD policy that:

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~~Classified by: Under Secretary of Defense for Intelligence
Reason: 1.4(b), (c), (d)
Declassify on: 20390801~~

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c. (U) The DoD Components will establish and implement DoD C/O programs in accordance with the following principles:

(1) (U) Authorities. C/O programs will be executed consistent with applicable U.S. law and DoD policies and regulations.

(2) (U) Common Standards and Processes. DoD C/O programs' selection, accession, utilization, tracking, and inventory processes will use common DoD management standards and practices.

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(4) (U) Career Management. C/O careers are managed to ensure competitive promotion, advancement, and career opportunities, including opportunities for service at general or flag officer ranks, senior warrant officer ranks, and senior enlisted ranks for fully proficient military C/Os, as well as opportunities for service at the Defense Intelligence Senior Executive Service (DISES) or Defense Intelligence Senior Level (DISL) levels for fully proficient DoD civilian C/Os. To support these career management goals, relevant classified information regarding C/O duties, performance, and potential will be provided to promotion boards and other career-enhancing boards.

(5) (U) Skill Development and Utilization

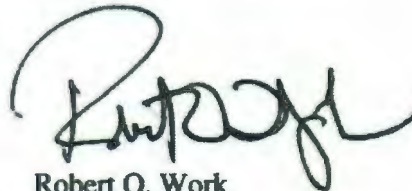
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4. (U) RESPONSIBILITIES. See Enclosure 2.

5. (U) INFORMATION COLLECTION REQUIREMENTS. The reporting requirements referred to in this directive do not require licensing with a report control symbol, in accordance with paragraphs 1.b.(3) and 1.b.(8) of Enclosure 3 of Volume 1 of DoD Manual 8910.01 (Reference (c)).

6. (U) RELEASABILITY. **Not cleared for public release.** This directive is available to authorized users from the DoD Issuances Website on the SECRET Internet Protocol Router Network at <https://www.dtic.smil.mil/whs/directives>.

7. (U) EFFECTIVE DATE. This directive is effective January 14, 2016.



Robert O. Work
Deputy Secretary of Defense

- (U) Enclosures
 - 1. (U) References
 - 2. (U) Responsibilities
- (U) Glossary

ENCLOSURE 1

REFERENCES

The References in this enclosure are UNCLASSIFIED.

- (a) DoD Directive S-3325.09, "(U) Oversight, Management, and Execution of Defense Clandestine Source Operations," January 9, 2013, as amended
- (b) DoD Directive S-5200.37, "(U) Management and Execution of Defense Human Intelligence (HUMINT)," February 9, 2009, as amended
- (c) DoD Manual 8910.01, Volume 1, "DoD Information Collections Manual: Procedures for DoD Internal Information Collections," June 30, 2014
- (d) DoD Directive 1400.35, "Defense Civilian Intelligence Personnel System (DCIPS)," September 24, 2007, as amended
- (e) DoD Instruction 1400.36, "DoD Implementation of the Joint Intelligence Community Duty Assignment (JDA) Program," June 2, 2008

ENCLOSURE 2

(U) RESPONSIBILITIES

1. (U) UNDER SECRETARY OF DEFENSE FOR INTELLIGENCE (USD(I)). The USD(I):

a. (U) With input from the DoD Components, as outlined in paragraph 6.a. of this enclosure, conducts a biennial review of DoD C/O requirements, training, utilization, inventory and resourcing. This review, which the USD(I) conducts in consultation with the Under Secretary of Defense for Personnel and Readiness (USD(P&R)) and the Assistant Secretary of Defense for Special Operations and Low-Intensity Conflict (ASD(SO/LIC)):

(1) (U) Provides the basis for DoD C/O resourcing decisions and recommendations.

(2) (U) Provides direction and guidance to the DoD Component heads concerning the training, utilization, inventory, and resourcing of DoD C/Os.

(3) (U) Is completed in September to maximize utilization in support of planning and programming actions for subsequent fiscal years.

b. (U) Oversees DoD C/O requirements, training, utilization, tracking, inventory, and resourcing.

c. (U) Serves as resource advocate for maintaining DoD Component support of DoD C/O programs.

d. (U) In coordination with the Secretaries of the Military Departments, the ASD(SO/LIC), the USD(P&R) for military personnel, and the DoD Component heads with Defense Civilian Intelligence Personnel System positions, promotes C/O career paths that attract and retain personnel with relevant C/O skills.

e. (U) Establishes policies to enable DoD-wide tracking and inventory of military and civilian C/O personnel.

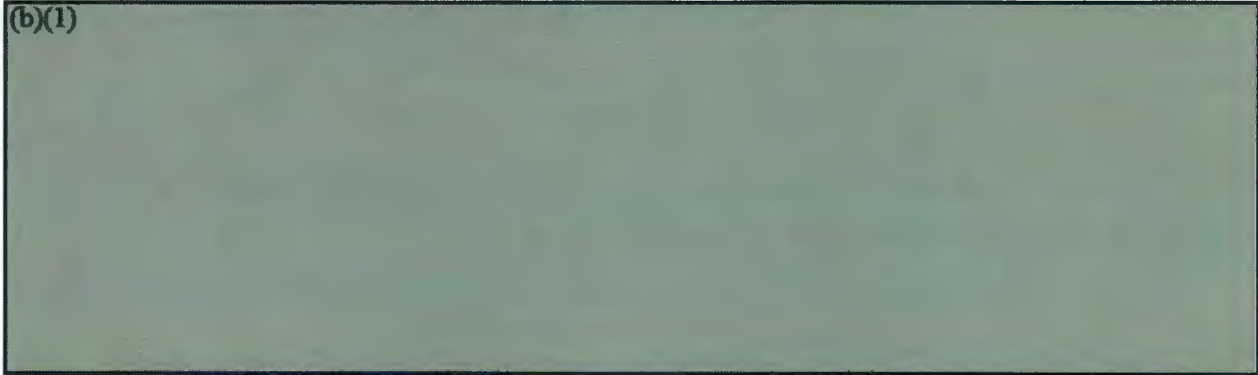
2. (U) DIRECTOR, DEFENSE INTELLIGENCE AGENCY (DIA). Under the authority, direction and control of the USD(I), as the DHM, and in addition to the responsibilities in Section 6 of this enclosure, the Director, DIA:

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c. (U) In coordination with the affected DoD Components and appropriate Intelligence Community elements, develops a 5-year projection of training requirements to sustain DoD C/O programs and provides projection results to the USD(I) each September.

d. (U) In accordance with DoDD 1400.35 (Reference (d)) and DoD Component personnel policies, establishes and manages common standards and coordinated processes for the selection, accession, and utilization of C/Os to support DoD C/O programs.



h. (U) Establishes and maintains DoD HUMINT training standards in coordination with the Secretaries of the Military Departments and the JS.

3. (U) USD(P&R). The USD(P&R):

a. (U) In coordination with the USD(I) and the DoD Components, establishes policies to support DoD military C/O programs.

b. (U) As referenced in paragraph 1.a. of this enclosure and in coordination with the USD(I), participates in a biennial review of DoD C/O programs. This includes a review of the DoD Components' plans for addressing resource needs of their C/O programs.

4. (U) ASD(SO/LIC). The ASD(SO/LIC):

a. (U) Provides input to the USD(I) to support DoD C/O programs within DoD special operations forces.

b. (U) As referenced in paragraph 1.a. of this enclosure and in coordination with the USD(I), participates in a biennial review of DoD C/O programs.

5. (U) SECRETARIES OF THE MILITARY DEPARTMENTS. In addition to the responsibilities in Section 6 of this enclosure, the Secretaries of the Military Departments develop, establish, and sustain C/O force management programs within each Military

Department to recruit, train, and retain a cadre of military and civilian C/O personnel to satisfy national and DoD intelligence requirements.

6. (U) DoD COMPONENT HEADS. The DoD Component heads authorized to conduct clandestine source operations in accordance with References (a) and (b) will:

a. (U) Conduct a biennial review of their respective DoD Component's C/O requirements, training, utilization, tracking, inventory, and resourcing. The DoD Component heads will report results of this review to the USD(I) through the CJCS and the JS in accordance with paragraph 1.a. of this enclosure.

b. (U) Develop and sustain C/O programs designed to recruit, train, and retain a cadre of C/O personnel to meet their respective DoD Component's requirements.

c. (U) Manage their respective DoD Component's C/O personnel to develop the appropriate number of qualified C/Os via completion of operational, support, and staff tours to meet their respective DoD Component's needs.

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e. (U) Develop procedures to:

(1) (U) Provide fully proficient military C/Os the opportunity for promotion to the next higher grade so that the best qualified personnel are encouraged to participate in the C/O program.

(2) (U) Ensure Military Department C/O programs provide for a career path, and develop officers who have opportunities for promotion into general or flag officer ranks, senior warrant officer ranks, as appropriate, and senior enlisted ranks for fully proficient military C/Os and DISES or DISL levels for fully-proficient DoD civilian C/Os.

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7. (U) CJCS. In addition to the responsibilities in Section 6 of this enclosure, the CJCS:
- a. (U) Provides input to the USD(I) from the Military Departments and CCMDs on the results of their biennial review of their respective DoD Components' C/O requirements, training, utilization, and resourcing in accordance with paragraph 1.a. of this enclosure.
 - b. (U) Reviews joint doctrine and, in coordination with the USD(I), issues or revises joint doctrine, as appropriate, to guide the employment of C/Os in support of CCMD requirements.

GLOSSARY

PART I. ABBREVIATIONS AND ACRONYMS

Except as noted, the abbreviations and acronyms in this Glossary are UNCLASSIFIED.

ASD(SO/LIC)	Assistant Secretary of Defense for Special Operations and Low-Intensity Conflict
CCMD	Combatant Command
C/O	case officer
CJCS	Chairman of the Joint Chiefs of Staff
DHM	Defense Human Intelligence Manager
DIA	Defense Intelligence Agency
DISES	Defense Intelligence Senior Executive Service
DISL	Defense Intelligence Senior Level
DoDD	DoD Directive

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HUMINT	human intelligence
JS	Joint Staff
NDFDA	non-DoD federal department or agency
USD(I)	Under Secretary of Defense for Intelligence
USD(P&R)	Under Secretary of Defense for Personnel and Readiness

PART II. DEFINITIONS

(U) These terms and their definitions are for the purposes of this directive.

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~~(U//FOUO)~~ staff tour. An assignment or detail to a headquarters staff that plans, manages, oversees, and directs defense clandestine HUMINT activities in accordance with Reference (a).

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