



**DEFENSE ADVANCED RESEARCH PROJECTS AGENCY**  
675 NORTH RANDOLPH STREET  
ARLINGTON, VA 22203-2114

JUL 27 2015

DARPA Instruction 65

MSO/BPD

SUBJECT: Clearance of DARPA Information for Public Release

- References:
- (a) DARPA Instruction (DI) 65, "Clearance of DARPA Information for Public Release," January 25, 2012 (hereby canceled)
  - (b) DoD Instruction 5230.27, "Presentation of DoD-Related Scientific and Technical Papers at Meetings," current edition
  - (c) DoD Instruction 5230.24, "Distribution Statements on Technical Documents," current edition
  - (d) DI 30, "Processing Freedom of Information Act Requests," current edition
  - (e) through (t), see Enclosure 1

1. PURPOSE

This Instruction reissues Reference (a) and updates policies, responsibilities and procedures for the clearance of Defense Advanced Research Projects Agency (DARPA) information for public release.

2. APPLICABILITY AND SCOPE

2.A. This Instruction applies to:

2.A.1. DARPA government employees, DARPA contractors, Intergovernmental Personnel Act (IPA) personnel, consultants, and military personnel assigned to or on liaison to DARPA, referred to through this Instruction as "DARPA personnel."

2.A.2. DARPA information considered for release to the public, domestic or foreign, regardless of media. Examples include, but are not limited to, documents (paper or electronic), videos, pictures, drawings, public speeches, conference presentations, academic paper for public release, video teleconferences, articles for publication, the DARPA external web site, and other forms. This includes DARPA meetings where the public, domestic or foreign, may be in attendance.

2.B. This Instruction does not apply to:

2.B.1. Government-Only Meetings and Conference Material. Information or material presented at meetings or conferences in which the attendees are limited to the Government only or there is a nondisclosure with U.S. contractors. In these cases, the proper

**RELEASABILITY: UNLIMITED. This Instruction is authorized for public release.**

distribution statement is applied in accordance with (IAW) DoD Instruction (DoDI) 5230.27, "Presentation of DoD-Related Scientific and Technical Papers at Meetings" (Reference (b)) and DoDI 5230.24, "Distribution Statements on Technical Documents" (Reference (c)).

2.B.2. Freedom of Information Act (FOIA) Requests. FOIA requests will be processed IAW DI 30, "Processing Freedom of Information Act Requests" (Reference (d)) and DoD Directive 5400.7, "DoD Freedom of Information Act (FOIA) Program," (Reference (e)).

2.B.3. Acquisition and Funding Information. Acquisition information is released by the Director, Contracts Management Office (CMO). Contract funding information to be exchanged among DARPA personnel and DARPA contractors does not require clearance for public release. Release of any other funding information to sources outside of DARPA is subject to approval by the DARPA Comptroller.

2.B.4. Ethics and Legal Information. Ethics and legal information are released by the DARPA General Counsel (GC).

2.B.5. Fundamental Research. Fundamental research will not be subject to the DARPA public release process unless an exemption requiring public release approval is obtained from the Deputy Director, DARPA and included in the fundamental research contract and/or grant.

2.B.6. Information Released Directly to the Media. The Director, Strategic Communications (SC) controls the release of information either proactively to media outlets or in response to queries from the media, and has responsibility for ensuring that such information has been suitably reviewed for public release.

### 3. DEFINITIONS

Key terms used in this Instruction are defined in Enclosure 2.

### 4. POLICY

It is DARPA policy that:

4.A. Accurate and timely information is made available to the public and Congress to help the analysis and understanding of DARPA, its mission, initiatives, DARPA programs, strategy and policy and national security issues.

4.B. Any DARPA information intended for public release that pertains to national security matters, national security issues, or subjects of significant concern to both DARPA and the Department of Defense (DoD) must receive a technical, security, and strategic communications review.

4.C. Any released information should be consistent with the established national, international, and DoD policies and programs, including all directive-type memorandums (DTMs).

4.D. Information released to the public will be reviewed for quality standards prior to its dissemination. Four substantive terms describe the quality of information disseminated by DARPA: utility, objectivity, integrity, and accuracy. (See Enclosure 2). To ensure a climate of academic freedom and to encourage intellectual expression, students and faculty members of an academy, college, university, or DoD school can publish and present unclassified fundamental research results subject to security classification IAW DoDI 5230.27, para 4.3 and releasability requirements for fundamental research IAW DoDI 5230.24.

4.E. IAW DoD Directive 5230.09, "Clearance of DoD Information for Public Release" (Reference (f)), former DARPA personnel may use the DARPA public release process or the DoD security review process.

4.F. Information proposed for public release for which DARPA is not the original classification or acquisition authority will be forwarded to the Chief, DoD Office of Security Review (OSR) or the controlling DoD component for resolution.

4.G. DARPA information improperly posted to the internet or other public media outlets does not constitute public release approval. However, that the information has been found in the public domain should be provided in the public release submission request with the URL address.

4.H. Prime contractors are contractually obligated to present their subcontractor or teaming partners' requests for public release to DARPA. Direct requests from subcontractors or teaming partners will be returned and directed to submit through their prime contractor.

#### 4.I. Quality of Information Disseminated to the Public

4.I.1. Quality Standards. Any person may request a correction to publicly released information. However, that request must include proper documentation. The Director, SC will determine whether an entity, including a person(s), groups, organizations and corporations, is or will be affected by DARPA's information. DARPA may reject claims made in bad faith or without justification and is required to undertake only the degree of correction that DARPA concludes is appropriate for the nature and timeliness of the information involved. Disseminated information will be corrected to the extent that such information is not accurate, clear, complete or unbiased. IAW Enclosure 4, claims must be in writing.

4.I.2. Website Disclaimers. DARPA's external websites must carry the blanket disclaimer shown at Enclosure 4. It provides information to the public regarding DARPA quality standards and outlines the procedures for claims to be submitted by the public.

#### 4.J. Personal Communications with the Public

4.J.1. DARPA personnel will not use or permit the use of their position within or association with DARPA in their personal communication in a manner that could reasonably be construed to imply DARPA's sanction IAW Subpart 2635.702(b) of Title 5, Code of Federal Regulations (CFR), Section 2635, "Standards of Ethical Conduct for Employees of the Executive Branch" (Reference (g)).

4.J.2. IAW Subpart 2635.807(b) of Reference (g), DARPA personnel may include reference to their official title, position, or affiliation in their personal communications (e.g., teaching, speaking, or writing) only when it is one of several biographical details provided and when it is given no more prominence than other details.

4.J.2.a. IAW subsection 2-207 of DoD 5500.07-R, "Joint Ethics Regulation (JER)" (Reference (h)), when the subject of the communication could reasonably be construed as dealing with any ongoing or announced DARPA policy, program, or activity, DARPA personnel must provide an appropriate disclaimer.

4.J.2.b. IAW subsection 2-207 of Reference (h), disclaimers must expressly state that the views presented are those of the individual and do not necessarily represent the views of the DoD, its Components, or DARPA.

4.J.2.c. IAW subsection 2-207 of Reference (h), when a disclaimer is required for an article, book, or other writing (e.g., individual articles, publications, and online postings), the disclaimer must be printed in a reasonably prominent position in the writing.

4.J.3. IAW the DARPA Security Guide (Reference (i)), personal communications should not convey any nonpublic or sensitive information. This includes information that could potentially be harmful to DARPA's operational security.

4.J.4. DARPA government employees must ensure that their personal communications comply with the Hatch Act Reform Amendments, Title 5 United States Code, Parts 7321-7326 (Reference (j)). IAW Reference (j), DARPA government employees are prohibited from using their position within or association with DARPA to bolster personal communications concerning political parties, partisan candidates, or partisan groups. DARPA government employees are prohibited from soliciting, accepting, or receiving political contributions at any time and will not suggest or ask others to do so. Reference (j) is not applicable to DARPA contractors or military personnel. IAW DoD Directive 1344.10, "Political Activities by Members of the Armed Forces" (Reference (k)), active duty military personnel are prohibited from using their authority to influence or interfere with an election or to solicit votes for a particular candidate or issue. Additionally, active duty military personnel are prohibited from participating in partisan political fundraising activities, rallies, conventions, management of campaigns, or debates.

4.J.5. IAW subsection 2-301 of Reference (h), DARPA-provided resources will be used for official and authorized purposes and will not be used for personal communications that would reflect adversely on DoD, its Components, or DARPA.

4.J.6. Personal accounts on Internet-based capabilities (e.g., personal e-mail and social media) will not be used to convey, collect, store, or otherwise process nonpublic or sensitive information. IAW DoDI 8550.01, "DoD Internet Services and Internet-Based Capabilities" (Reference (l)), DARPA personnel may use personal accounts to participate in activities such as professional networking, development, and collaboration related to, but not directly associated with, official DARPA activities.

4.J.7. When establishing personal accounts, DARPA personnel will use non-DARPA-related contact information, such as personal telephone numbers, postal addresses, and e-mail addresses for required fields, IAW Reference (l).

4.J.8. IAW DoDI 5535.12, "DoD Branding and Trademark Licensing Program Implementation" (Reference (m)), the DARPA name (i.e., "Defense Advanced Research Projects Agency" or "DARPA") and logo are considered DARPA marks and are protected against misuse. DARPA personnel should use DARPA marks only in official capacity, IAW Paragraph 4.J.1. of this Instruction. Consult with the Director, SC for instances that are out of scope authorized in Paragraph 4.J.1. of this Instruction.

## 5. RESPONSIBILITIES

5.A. The Director, DARPA, must approve policy for the review and clearance of DARPA information for public release.

5.B. The Deputy Director, DARPA, must resolve technical and consistency issues forwarded for review.

5.C. The Director, SC must:

5.C.1. Conduct review of documents to ensure they are consistent with established national, DoD, and DARPA objectives, policies and programs.

5.C.2. Determine which information proposed for public release requires clearance by OSR, and forward such information with a recommendation regarding releasability.

5.C.3. Identify requirements for additional review by other DoD or government agencies.

5.C.4. Determine whether time-sensitive information (i.e., press releases) requires a technical and a security review. Time sensitive information still requires a security review.

5.C.5. Receive and resolve complaints regarding information that may not comply with quality standards IAW the procedures outlined in Deputy Secretary of Defense

Memorandum, dated February 10, 2003 "Ensuring Quality of Information Disseminated to the Public by the Department of Defense," (Reference (n)).

5.C.6. IAW Paragraph 4.J. of this Instruction, coordinate with DARPA GC and the Mission Services Office (MSO) to resolve issues, disputes, or concerns regarding the personal communications of DARPA personnel.

5.C.7. Authorize the use of DARPA marks.

5.D. The DARPA Comptroller must obtain clearance reviews of budget documents and verify the accuracy of any funding information provided to non-DARPA individuals or organizations.

5.E. The Director, Contracts Management Office (CMO) will ensure that language and contract clauses that comply with national security and public release requirements are included in all, but not limited to, contractual documents, broad agency announcements (BAAs), and other solicitations IAW with para 5.A.19. of DI 38, "Execution and Management of Contracts, Grants, Cooperative Agreements, and Other Transactions within DARPA."

5.F. The Director, MSO/Security and Intelligence Directorate (SID), will oversee the security review process.

5.G. The Director, MSO/Business Processes Directorate (BPD) will manage the approval process for public release of DARPA information. This includes:

5.G.1. Overseeing the administrative process of submitting and tracking information for public release through the DARPA Public Release Center (PRC).

5.G.2. Granting approval for public release following full strategic communications, security, and technical reviews.

5.G.3. Budgeting, operating, and maintaining DARPA's public release system.

5.G.4. Acting as point of contact for DARPA program managers (PMs), contractors, OSR, other DoD organizations, and other entities requesting public release approval or coordination on public release requests.

5.G.5. Ensuring requests are complete and appropriate.

5.G.6. Replying to status requests.

5.G.7. Preparing requests for Washington Headquarters Services and OSR, and reviewing and tracking status, if specified by the Director, SC.

5.G.8. Obtain coordination of other DARPA reviewers, specified by MSO/SID; the Director, SC or PMs; obtain coordination of other in-house reviewers.

5.G.9. Preparing workload and status reports for management and specialized reports as requested.

5.G.10. Maintaining an electronic copy of all publicly released documents for ready access. The electronic copy will be placed in a document library for retrieval by DARPA employees/contractors with access to DARPA's local area network.

5.G.11. Facilitating the corrective action process.

5.H. Office Directors, or his/her designee (government employee only), IAW the procedures in Enclosure 3, the requirements of this Instruction, and DI 54, "DARPA Unclassified Website Administration," (Reference (o)), will approve the content of their office information for public release, including revisions (especially with regard to quality standards, accuracy, clearance requirements, sensitivity, and necessary disclaimers).

5.I. DARPA PMs will:

5.I.1. Determine whether classification is appropriate prior to the award of a research grant, contract, other transaction, or cooperative agreement as it relates to fundamental research. And, control the research results through a fundamental research exemption (see section 2.B.5.) IAW standard classification procedures review periodically all research grants, contracts, other transaction, and cooperative agreements for potential classification.

5.I.2. Perform a technical review and assign a preliminary distribution statement on technical documents, IAW References (c) and (i), prior to a recommendation for public release. Guidelines to assist in performing a proper technical review are included in Enclosure 5.

5.I.3. Ensure information proposed for public release by the PM or his/her contractors, and produced for or as a result of his/her program(s), meets quality standards and receives clearance for public release, IAW this Instruction.

5.I.4. Submit information to be cleared for public release using the DISTAR database, IAW the procedures in Enclosure 3.

5.J. DARPA Agents must follow the public release clearance process outlined in DD Form 254, "DoD Contract Security Classification Specification," (if the award contains one) unless the agreement, grant, contract or other transaction requires the contractor to obtain public release approval through DARPA. In the absence of a DD Form 254 or other contractual clause, agents may follow the process instituted by their activity. All other government personnel who wish to release information to the public must follow the policies and procedures outlined in this Instruction.

7. RELEASABILITY: UNLIMITED. This Instruction is authorized for public release.

8. EFFECTIVE DATE

8.A. This Instruction is effective immediately.

8.B. This Instruction must be reissued, canceled, or certified current within 5 years of its original publication date. If not, IAW DoD Instruction 5025.01, "DoD Issuances Program" (Reference (p)), it will expire effective 10 years from its publication date and be removed from the DARPA Policy Portal, unless the Director, MSO approves an extension.



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Deputy Director

Enclosures-5

- E1. References, continued
- E2. Definitions
- E3. Procedures for Public Release of DARPA Information
- E4. Quality of Information Disclaimer
- E5. Guidelines for DISTAR Reviewers



E1. ENCLOSURE 1  
REFERENCES, continued

- (e) DoD Directive 5400.7, "DoD Freedom of Information Act (FOIA) Program," current edition
- (f) DoD Directive 5230.09, "Clearance of DoD Information for Public Release," current edition
- (g) Title 5, Code of Federal Regulations, Section 2635, "Standards of Ethical Conduct for Employees of the Executive Branch," current edition
- (h) DoD 5500.07-R, "Joint Ethics Regulation (JER)," current edition
- (i) The DARPA Security Guide, current edition
- (j) Title 5, United States Code, Sections 7321-7326, "Hatch Act Reform Amendments"
- (k) DoD Directive 1344.10, "Political Activities by Members of the Armed Forces," current edition
- (l) DoD Instruction 8550.01, "DoD Internet Services and Internet-Based Capabilities," current edition
- (m) DoD Instruction 5535.12, "DoD Branding and Trademark Licensing Program and Implementation," current edition
- (n) Deputy Secretary of Defense Memorandum, "Ensuring Quality of Information Disseminated to the Public by the Department of Defense," February 10, 2003
- (o) DI 54, "DARPA Unclassified Web Site Administration," current edition
- (p) DoD Instruction 5025.01, "DoD Issuances Program," current edition
- (q) National Security Decision Directive (NSDD) 189, "National Policy on the Transfer of Scientific, Technical, and Engineering Information," September 21, 1985
- (r) DoD Directive 5230.25, "Withholding of Unclassified Technical Data From Public Disclosure," current edition
- (s) Title 22, United States Code, Parts 120 through 130, "International Traffic in Arms Regulations (ITAR)," current edition
- (t) DI 38, "Execution and Management of Contracts, Grants, Cooperative Agreements, and Other Transactions within DARPA," current edition

## E2. ENCLOSURE 2 DEFINITIONS

E.2.1. Accuracy. Refers to a consistent standard; free from error.

E.2.2. DARPA Contractors. Contractors for DARPA-funded programs with contracts, grants, agreements and other transactions executed either through the DARPA Contracts Management Office (CMO) or through a DARPA Agent.

E.2.3. Distribution Statement A Request (DISTAR). The DISTAR system is a web-based application designed to improve the efficiency of the public release process. It is managed by the DARPA Public Release Center that allows users to view and access public release case information. Users can quickly submit cases for public release, view case information, and check case statuses. This solution allows internal government personnel to submit information for review, via the intranet, and provides collaboration for the participants in the review process. DISTAR does not alert reviewers when new or revised information is posted.

E.2.4. Fundamental Research. Fundamental research (as defined in National Security Decision Directive (NSDD) 189, "National Policy on the Transfer of Scientific, Technical, and Engineering Information" (Reference (q)) refers to basic and applied research in science and engineering, the results of which ordinarily are published and shared broadly within the scientific community, as distinguished from proprietary research and from industrial development, design, production, and product utilization, the results of which ordinarily are restricted for proprietary or national security reasons.

Research performed under grants and contracts that are funded by Research, Development, Test, and Evaluation Budget Activity 1 (Basic Research) and 2 (Applied Research) whether performed by universities on campus or by industry is considered fundamental research. The research will not be considered fundamental in those circumstances where the Applied-Research funded effort presents a high likelihood of disclosing performance characteristics of military systems or manufacturing technologies that are unique and critical to defense, and where agreement on restrictions have been recorded in the contract or grant.

E.2.5. Information. Any communication or representation of knowledge.

E.2.6. Integrity. Refers to the security of information—protection of the information from unauthorized access or revision, to ensure that the information is not compromised through corruption or falsification.

E.2.7. Mark. Any trademark, service mark, certification mark, or collective mark as defined by Reference (m) that is owned or controlled by a DoD Component. This includes but is not limited to words, names, seals, emblems, symbols, slogans, designs, logos, heraldic images, military operation designations, medals, insignia, the names or likenesses of military weapon systems, and other visual and aural displays in use or intended to be used by a DoD Component. This also encompasses registered trademarks and common law trademarks.

E.2.8. Objectivity. Involves two distinct elements, presentation and substance.

E.2.8.1. "Objectivity" includes whether disseminated information is being presented in an accurate, clear, complete, and unbiased manner. The information must also be presented in the proper context.

E.2.8.2. In addition, "objectivity" involves ensuring accurate and reliable information. In a scientific, financial, or statistical context, the original and supporting data will be generated, and the analytical results will be developed using sound statistical and research methods.

E.2.9. Official Department of Defense (DoD) Information. All information that is in the custody and control of DoD, 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.

E.2.10. Personal Communication. Communication by DARPA personnel outside their official capacity regardless of forum or media. This includes but is not limited to teaching, speaking, writing, and communicating electronically via the Internet, e-mail, or social media.

E.2.11. Policy Review. Examination conducted by the Director, SC on information proposed for public release to ensure accuracy and currency of existing policy and that no conflict exists with established policies or programs of DoD or the U.S. Government IAW Reference (f).

E.2.12. Quality. An encompassing term comprising utility, objectivity, and integrity.

E.2.13. Security Review. Examination conducted IAW Reference (f), by MSO/SID classification management and international security specialists on information proposed for public release to ensure that properly classified information and controlled unclassified technical data, governed by Reference (c); DoD Directive 5230.25, "Withholding of Unclassified Technical Data From Public Disclosure" (Reference (r); and the International Traffic in Arms Regulations (ITAR) (Reference (s)), are not disclosed.

E.2.14. Technical Data. Any blueprints, drawings, plans, instructions, computer software and documentation, or other technical information that can be used or be adapted for use to design, engineer, produce, manufacture, operate, repair, overhaul, or reproduce any military or space equipment or technology concerning such equipment.

E.2.15. Technical Review. Review conducted by the DARPA technical expert (e.g., the Deputy Director, DARPA, office director or PM ) on information proposed for public release.

E.2.16. Utility. The relevance and timeliness of information to its intended users, including the public. In assessing the usefulness of information that is disseminated to the public, DARPA employees need to consider the uses of the information not only from the perspective of DARPA, but also from the perspective of the public.

E3. ENCLOSURE 3  
PROCEDURES FOR PUBLIC RELEASE OF DARPA INFORMATION

E.3.1. Prior to submission, requests for public release of information should be reviewed by the requester to determine if clearance is necessary and appropriate. The requester should identify any previously cleared information, or information that does not require clearance because there has been no substantive change in content of previously cleared information.

E.3.2. If information proposed for public release is not submitted to the DARPA PRC a minimum of 15 working days prior to the date required, clearance may not be achieved. Exceptions to 15 working days must be approved by the Director, SC. (Extra time may be needed for coordination of information affected by length, complexity, content, or other Agency coordination). PRC will immediately inform the originating office when cleared or status if more extensive review or outside agency review is required.

E.3.3. Full and final text of information proposed for release shall will be submitted to the DARPA PRC via the Distribution Statement A Request (DISTAR) system. Upon entering DISTAR, users will attach the information proposed for release and provide the data shown on the attachment to this enclosure.

E.3.4. PRC will send an e-mail to the PM requesting a technical review and security certification. (See Guidelines for Technical Reviewers in Enclosure). Responses must be filed in DISTAR prior to routing for security and policy reviews, and the response can only be from the PM. The process begins upon completion of the PM's technical review.

E.3.5. When briefing slides are received without accompanying text (briefer's word-for-word script), the briefer will be contacted by Security representatives and Strategic Communications personnel to discuss the slides. The security review and the recommendation for public release will be based on the material depicted on the slides. Notes, outlines, briefing slides, etc., may not be submitted as a substitute for complete text.

E.3.6. Abstracts published in advance of a completed paper, manuscript, etc., require public release. Clearance of an abstract does not fulfill the requirement to submit the full text before publication. If an abstract is cleared in advance of the completed document, the public release request for the completed document will include the fact the abstract was cleared and the case number assigned to the abstract.

E.3.7. When the DARPA PRC receives a public release request with all required information, the request will be suspended in the DISTAR system, and action sent to MSO/SID, via DISTAR, and to The Director, SC. If a request for public release is submitted to another DoD Component, an outside agency, or the Office of Security Review, (OSR), Washington Headquarters Services, for further review, the requester will be notified by the DARPA PRC.

E.3.8. When all parties have completed their reviews, the requester will be notified by the DARPA PRC of the case number, clearance date, and the results of the review. If approved "as

amended," the revised electronic document must be submitted to DISTAR in order to obtain final approval for public release. Should the PM or DARPA office disagree with decisions made on a request concerning DARPA-developed information, the request will be submitted through the appropriate DARPA office director and the Director, MSO/SID, to the Director, SC. If the issue cannot be resolved, the Director, SC will present it to the Deputy Director, DARPA, for resolution. If the request in dispute involves information developed by other agencies, the final resolution must be made by OSR.

E.3.9. Should a determination be made that the information is classified, MSO/SID will supervise the sanitation of the affected computer systems and provide direction to the originating office on retrieving and safeguarding the classified information in question.

E4. ENCLOSURE 4  
QUALITY OF INFORMATION DISCLAIMER

**Information Review**

The Department of Defense (DoD) strives to incorporate basic information quality standards (utility, objectivity, integrity, and accuracy) into the information it disseminates to the public. The Defense Advanced Research Projects Agency (DARPA), as a DoD agency, fully supports this policy. As part of that support we thoroughly review all information provided on this website prior to publication.

Despite our best intentions, there may be times when the information presented on our site could appear to be inaccurate, unclear, incomplete, or biased to an individual and organization. Therefore, we provide a means for individuals or organizations to address their concerns to DARPA if they believe the standards described above have not been satisfied. Each claim submitted must:

- Be in writing (use of electronic mail is encouraged, but not required).
- Be relatively brief and straightforward.
- Contain, as a minimum:
  - The name of the originating individual and organization;
  - The location of the information on our website;
  - A description of the information proposed to be corrected;
  - The perceived reason for failure to be compliant with the standards described above;
  - A copy of any available documentation supporting the request; and
  - Information supporting the contention that the complainant is affected by the information as presented.

E-mails should be sent to [informationreview@darpa.mil](mailto:informationreview@darpa.mil). Written correspondence should be addressed to:

DARPA  
Attn: Information Review Office  
675 North Randolph Street  
Arlington, VA 22203-1714

E5. ENCLOSURE 5  
GUIDELINES FOR DISTAR REVIEWERS

There are a variety of reasons why something should not be released to the public. Below are some issues/areas that must be considered when performing a technical review.

E.5.1. Classification. If the material is associated with a classified program, review the program's security classification guide to ensure all material is unclassified.

E.5.2. Possible Jeopardy to U.S. National Security. The following information is not appropriate for public release—material that: (a) divulges data that could be used to facilitate the development of countermeasures to U.S. systems or otherwise unduly benefit an adversary; (b) includes details on processes and/or designs that could adversely affect on the U.S. economic advantage; (c) includes details on processes and/or designs that could adversely affect the security of sensitive technology; or (d) describes programs that will be militarily deployed in the near future.

E.5.3. Controlled Unclassified Information. Information to which access or distribution limitations have been applied or official government information that has been determined by designated officials to be exempt from public disclosure under the Freedom of Information Act (FOIA) is not appropriate for public release. Properly marked For Official Use Only (FOUO) information falls within this category.

E.5.4. Material that Relates to a Sensitive Topic. Military applications, nuclear, chemical-biological, space, infectious diseases, internal personnel rules and practices, or personal information affecting an individual's privacy may not be appropriate for public release. Review very carefully, especially with regard to items on this list.

E.5.5. International Traffic in Arms Regulations (ITAR) Information. Material governed by the Arms Export Control Act (AECA) and controlled by Reference (s) (i.e., critical technology applicable to military or space applications found on the Munitions List) is not appropriate for public release. Queries related to ITAR should be referred to MSO/SID International Security at (571) 218-4227 or sid\_international\_security@darpa.mil.

E.5.6. Other Equities. Material that contains equities belonging to another national security organization (Air Force, Navy, Army, Marine Corps, Intelligence Community, etc.) must be reviewed by the other organization(s). This includes: (a) names of personnel employed by a DoD or Intelligence organization other than DARPA (including the name of the Agent for a program); (b) military weapons systems information not already in the public domain; and/or (c) information relating to the capability or shortcomings of operational military systems. Highlight this information during the review.

E.5.7. Company Proprietary Information. Information that is determined to be company proprietary is not appropriate for public release and will not be reviewed through the Distribution Statement A Request (DISTAR) process if the information contains proprietary markings.

E.5.8. Quality Standards. The following material must adhere to Federal quality standards (utility, objectivity, integrity, and accuracy): (a) material authored by a DARPA contractor that DARPA plans to present or publish on the web or in a CD, etc.; and (b) material authored and presented by DARPA personnel. Federal quality standards are outlined in this Instruction. Material authored and presented by a DARPA contractor does not require review for adherence to federal quality standards.

E.5.9. Copyrighted Information.

E.5.9.1. Information to be presented or published by DARPA personnel cannot include copyrighted material. The copyrighted material must be deleted, or written permission obtained from the copyright holder to reproduce the copyrighted material each time it is used. This includes instances where DARPA is publishing (on the web or in a CD) or presenting slides authored by a DARPA contractor.

E.5.9.1.a. The following information is usually copyrighted and must be deleted: (a) pictures of magazine covers; (b) pictures of entire magazine or newspaper articles or pages and (c) pictures, graphs (including data figures) or other images taken from technical journals, magazines, or websites.

E.5.9.1.b. DARPA personnel can obtain amplifying information on copyright issues from the Director, SC.

E.5.9.2. Reviewers do not need to delete copyrighted information contained in information that is to be published or presented by a non-DARPA employee.

E.5.10. Company Logos. Information to be presented or published by DARPA personnel may not include company logos. (Reviewers do not need to delete company logos contained in information that is to be published or presented by a non-DARPA person.)