



DEPARTMENT OF ENERGY

Washington, DC 20585

SEP 16 1993

MEMORANDUM FOR DOE CLASSIFICATION OFFICERS

FROM: A. BRYAN SIEBERT, DIRECTOR
OFFICE OF CLASSIFICATION
OFFICE OF SECURITY AFFAIRS

R. Newman
(FOR)

SUBJECT: OPENNESS INITIATIVE: DECLASSIFICATION OF INFORMATION

As you are aware, the President has initiated a multi-purpose plan to make the government more open. In consonance with this direction, the Secretary of Defense, the Director of Central Intelligence, and the Secretary of Energy have all directed that their agencies make appropriate changes in their goals and values consistent with the end of the Cold War. The Department of Energy's (DOE) most tangible representations of the past are the tens of millions of documents classified in support of the United States' nuclear weapons program.

Today, as a result of the dramatic changes over the last few years in the international arena, much information in classified documents may no longer warrant classification and could be safely released to the DOE's customer base. Additionally, as a result of new domestic objectives, the classification culture of the DOE must be expanded beyond its traditional national security focus to include new areas such as environmental restoration, public and worker radiation dose reconstruction, and technology transfer. DOE's stakeholders, a large constituency ranging from off-site neighbors, environmental researchers, historians, and science and industry workers to state and other Federal personnel, must have access to the information they need in these areas. Additionally, the prompt declassification or sanitization of DOE information is important to the credibility of the work products of many in the customer base. In order to meet these new mission objectives, the DOE must take radical steps away from the old ways of doing business.

In response to these needs, the Secretary has directed the initiation of a multi-faceted plan that includes: establishing public input mechanisms to ensure appropriate prioritization of the DOE's information and document declassification review process; conducting a comprehensive review of all existing classification policies with the objective of removing from classification all information that no longer warrants such protection and make it available to the public; streamlining the document declassification review process to get needed information into the customer's hands as soon as possible; establishing interagency and interdepartmental classification coordinating committees to reduce barriers to information and document declassification to better serve customer demand; accelerating the process by which the Department declassifies information with special priority given to the needs of the public; and developing state-of-the-art information processing technology to increase productivity and better serve both our internal and external customer base. (A summary of the essential elements of the plan is attached for your information.)



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In preparation for the upcoming Classification Officers (CO) Meeting (October 19-21, 1993) at Pinellas, we would like the views of you and your contractor CO on how we can achieve these important goals. You in the field are both more familiar with the views of your customers and it is you who will have to develop the guidance for the slimmed down Restricted Data (RD) information base that we expect to produce. So while we in Headquarters have some ideas on how to achieve these goals, your views and opinions will be critical to the success of the Secretary's initiative. We would like you to address the following issues:

1. What is the best way to obtain the views of our customers in your locality concerning DOE's classification policies and practices?
2. How would you organize and conduct a comprehensive review of RD designed so that a technically thorough reevaluation would be undertaken and the remaining RD would justifiably and credibly remain classified and, hence, protected? We would like your views on how the study should be organized, the terms of reference, and who should participate.
3. The attached plan contains specific goals with regard to streamlining and accelerating the document information declassification review process. What comments do you have on this plan, and do you have suggestions at your specific sites to facilitate the achievement of these goals?

I would appreciate it if you would bring your written responses to the meeting and be prepared to discuss these issues indepth during a special session that will be scheduled for October 20.

Secretary O'Leary has provided us with a unique opportunity to change the DOE's classification practices in response to the end of the Cold War. I am excited by the opportunity to positively impact the credibility of the DOE by demonstrating we care about our customer base, by being responsive to those customers, and doing so in a manner fully consistent with our national security. In fact, one could well argue that the opportunity thus presented enhances and strengthens our country's national security.

I look forward to receiving your views on this important initiative.

Attachment

cc w/attachment:
G. McFadden, IS-50
DOE Contractor Classification Officers

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NATIONAL PERFORMANCE REVIEW: REINVENTING GOVERNMENT**Declassification of Information****Essential Elements of the Proposed Plan****A. ACCELERATED AND ENHANCED DOCUMENT REVIEW PROCESS**

Establish new creative mechanisms with performance measurements to enhance the Department's document review process with the goal of significantly increasing public access to Departmental information, especially documents relating to environmental, safety and health issues.

- o Acquire additional technical reviewers to support systematic reviews at NARA and to reduce the current DOE FOIA backlog.
- o In cooperation with program offices such as DP, EM and EH, who fund the personnel, develop and initiate a plan for training and certifying 300 additional declassifiers from the current level of 130.
- o Develop mechanisms and establish schedules with the program offices to ensure that front line workers (i.e., those working in sensitive technology areas) participate in the document declassification process (e.g., newly empower program offices to declassify documents through decentralization of document review responsibilities).
- o Create precedential methods to improve customer participation in the establishment of document review priorities.
- o Establish and issue Department-wide policies on declassification review priorities based on public/stakeholder needs.
- o Prioritize declassification document review support to the National Archives and Records Administration (NARA).
- o Develop state of the art, but high risk, ADP techniques on a cooperative interagency basis to expedite the review and release of documents.

B. STREAMLINE INFORMATION DECLASSIFICATION PROCEDURES

Establish mechanisms with performance measurements to accelerate the process by which the Department declassifies information with special priority given to the needs of the public

- o Analyze current declassification procedures and look for ways to streamline and improve the process.

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- o Evaluate mechanisms for public input to the declassification process.
- o Issue revised declassification procedures to the DOE complex.
- o Establish a special mechanism for accelerated resolution of ad hoc/urgent declassification requests.

C. FUNDAMENTAL CLASSIFICATION POLICY RE-EVALUATION

Conduct a comprehensive review of all existing classification policies and related technical guidance to determine what still makes sense to classify under dramatically different world conditions. The objective will be to remove from classification all information that no longer warrants such protection and make it available to the public.

- o Develop implementation plan, schedule and performance measurements.
- o Issue revised broad policy criteria based on current world conditions and domestic objectives.
- o Apply revised broad criteria in the re-evaluation of detailed technical policy and guidance, and update and issue classification guides at HQ and the Field to reflect revised policies.
- o To keep pace with future world conditions and domestic objectives, develop procedures for continued, periodic re-evaluations of policy.
- o Develop enhanced ADP techniques to support the declassification process by accelerating guidance update and issuance.

D. IMPROVED INTER AND INTRA/AGENCY CLASSIFICATION COORDINATION

Establish interagency and interdepartmental classification coordinating committees to decentralize the problem identification and resolution process. Reduce barriers to expedited information and document declassification to better serve customer demand.

- o Determine essential other agency and departmental participants, including stakeholders not normally involved in the past (e.g., HHS and EH).
- o Redesign work relationships through committee charters and proposed schedules.
- o Establish committees via Secretarial letter/memorandum.

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