

Request for Operations Security (OPSEC) Review and Clearance for Public Release

[The proponent agency is G-3, Current Operations Branch.]

Requesting Activity: _____ Date Submitted: _____

SECTION I - POLICY INFORMATION

Material to be considered for review and clearance for public release must be submitted 10 working days before the required date of release or classification. Materials to be reviewed must include the original plus two copies. If the material is submitted in digitized format on a CD ROM, the contents of the digitized material must be submitted in a printed format as well. Material(s) sent via e-mail must originate from a ".mil" or ".gov" address. No material(s) will be accepted from a ".com" e-mail address for security review purposes.

1. SUBJECT: _____
2. AUTHOR/SOURCE: _____
3. TYPE OF INFORMATION/DOCUMENT: _____
4. INTENDED AUDIENCE & LOCATION: _____
5. EVENT OR DISTRIBUTION DATE: _____

REQUEST IS FOR: (Check all that apply)

- | | |
|-----------------------------------------------------------|--------------------------------------------------------------------------|
| <input type="checkbox"/> Command Net (Internal Web) | <input type="checkbox"/> Exhibits/Visual Information |
| <input type="checkbox"/> Scientific/Technical Information | <input type="checkbox"/> Internal (Public Website) |
| <input type="checkbox"/> Public Release | <input type="checkbox"/> Other (Specify; e.g., Foreign Disclosure, etc.) |
- _____

SECTION II - REQUIRED COORDINATION

Part A - Requesting Official:

VERIFICATION

This is to verify that the enclosed materials are required for public release, that they contain no classified/sensitive information and that this document observes command policies.

NAME, TITLE (Director, Deputy Director, Division or Branch Chief), & OFFICE SYMBOL DUTY PHONE NUMBER

SIGNATURE Date

Part B - Technical Review:

In the event the required information is in a digitized format for public release, the requesting directorate must verify that the information released has been through the OPSEC review process prior to its release.

I have reviewed the enclosed material and find that the content does not contain any classified/sensitive information and that Command policies and procedures related to this information have been properly observed.

NAME, TITLE, & OFFICE SYMBOL OF REVIEWING OFFICIAL DUTY PHONE NUMBER

SIGNATURE Date

CONCUR NONCONCUR

INFORMATION TO CHANGE OR AMEND:

Request for Operations Security (OPSEC) Review and Clearance for Public Release -- Continued

Part C - Command Security Manager Review:

This is to verify that I have reviewed the enclosed materials, that they contain no classified/sensitive information, and that Command policies and procedures related to this information have been properly observed. The enclosed material(s)

are / are not cleared for public release.

Staff Element's Security Monitor's Initials: _____

NAME, TITLE OF COMMAND SECURITY MANAGER

DUTY PHONE NUMBER

SIGNATURE

Date

CONCUR NONCONCUR

SUBJECT TO CHANGE OR AMEND:

Part D - Public Affairs Office Command Release Authority:

The enclosed material(s) are approved / disapproved for public release and distribution as cleared by the G/S-2 above. This clearance is valid as long as the content is not factually changed.

CLEARED FOR PUBLIC RELEASE BY (NAME, TITLE)

DUTY PHONE NUMBER

SIGNATURE

Date

SUBJECT TO CHANGE OR AMEND:

Part E - Command OPSEC Review:

This is to verify that I have reviewed the enclosed materials, that they contain no classified/sensitive information, and that Command policies and procedures related to this information have been properly observed.

Staff Element's OPSEC Officer's Initials: _____

NAME, TITLE OF COMMAND OPSEC OFFICER

DUTY PHONE NUMBER

SIGNATURE

Date

CONCUR NONCONCUR

SUBJECT TO CHANGE OR AMEND:

Part F - Comments:

Part G - SJA Authorizing Official:

The enclosed material(s) are approved / disapproved for public release and distribution as cleared by the G/S-2, G/S-3, and PA offices above. This clearance is valid as long as the content is not factually changed.

CLEARED FOR RELEASE BY (NAME, TITLE)

DUTY PHONE NUMBER

SIGNATURE

Date