Derivative Classification Cheat Sheet

by drjackman via cheatography.com/172043/cs/36149/

Only Authorized Sources

- Security Classification Guides (SCG)
- Properly marked source documents

Principles of Derivative Classification

Use only authorized sources for classification guidance

The use of only memory or “general rules” about the classification of broad classes of information is prohibited

Observe and respect the classification determinations made by the OCA

Identify yourself by name and position, or by personal identifier, in a manner that is immediately apparent for each derivatively classified document you created

Apply standard markings to the derivatively classified material

Take appropriate and reasonable challenge steps to resolve doubts or apparent conflicts about the classification, level of classification, and duration of classification of information

Use caution when paraphrasing or restating information

Prohibitions and Limitations

In no case shall information be classified, continue to be maintained as classified, or fail to be declassified in order to:

- Conceal violations of law, inefficiency, or administrative error;
- Prevent embarrassment to a person, organization, or agency;
- Restrain competition; or
- Prevent or delay the release of information that does not require protection in the interest of national security.

Classification Levels

	Unauthorized disclosure could *reasonably* be expected to cause...
Top Secret (TS)	**exceptionally grave damage**
Secret (S)	**serious damage**
Confidential (C)	**damage**
	...to the national security that the OCA is able to identify or describe.

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