

## Foreign Disclosure Checklist

- ✓ Contact your FDO as soon as you know of a foreign disclosure requirement.
- ✓ Use Enclosure (2) of MCO 5510.20B to request disclosure reviews.
- ✓ Ensure each slide, page and paragraph is properly marked.
- ✓ Ensure buy-in from the originator and other stakeholders.
- ✓ Ensure there is a need-to-know.
- ✓ Ensure there is a clear benefit to the U.S.
- ✓ Protect sources and methods. Do not use words that imply sources.
- ✓ Don't report on friends and allies.
- ✓ Don't disclose something that may embarrass, offend or demean. Be sensitive to regional issues (i.e. religious or political).
- ✓ Don't reference collection process, strengths/weaknesses of U.S. and friendly forces.
- ✓ Don't reference source documents.

### TERMS DEFINED

- ◆ **Disclosure.** Conveying military information (CMI or CUI) in any manner to an authorized representative of a foreign government or international organization. Includes:
  - **Disclosure-** Oral or visual presentation.
  - **Release-** Physical transfer of document or other media, on a government to government basis, with the loss of positive control of the information.
- ◆ **Designated Disclosure Authority (DDA) also called FDO .** Appointed in writing by the Commander and the only person in a command who can authorize or deny disclosure of CMI or CUI to foreign governments or entities.
- ◆ **Foreign Disclosure Point of Contact (FDPOC) also called an (FDR).** Appointed official, usually a subject matter expert, who does FD reviews and recommends disclosure decisions to the DDA.
- ◆ **Controlled Unclassified Information (CUI).** Unclassified information with a military or space application that does not meet the standard for National Security classification, but is pertinent to the national interest of the U.S. and requires special handling or safeguards. Examples are FOUO in DoD or "Business Sensitive" in industry. **CUI requires review by a FDO before it can be disclosed to a foreign government or entity.**
- ◆ **Classified Military Information (CMI).** Military information designated by DOD, requiring protection in the interests of national security. The information is limited to the classifications: **TOP SECRET**, **SECRET**, and **CONFIDENTIAL**.
- ◆ **International Organization.** An international body, civilian or military that may have a requirement for receipt of U.S. CMI in carrying out its assigned responsibilities. NATO and coalitions are examples.

- ◆ **Law/Regulatory Guidelines:**
  - ◆ **Arms Export Control Act**
  - ◆ **NDP-1, National Disclosure Policy**
  - ◆ **DoD Directive 5230.11, Disclosure of Classified Military Information to Foreign Governments and International Organizations**
  - ◆ **SECNAV Instruction 5510.34A, Disclosure of Classified Military Information and Controlled Unclassified Information to Foreign Governments, International Organizations, and Foreign Representatives**
  - ◆ **Marine Corps Order 5510.20B, Disclosure of Military Information to Foreign Governments and Interests**
- ◆ **Security Classification.** See your Command Security Office for guidance on proper security classification and document marking instructions. Classification sources are the CAPCO site (<http://capco.dssc.sgov.gov/>) for the most up to date document marking guidance, and the DoD Classification and Control Markings Implementation Manual. **The FDO cannot classify or declassify a document.**



**CATEGORIES OF CLASSIFIED  
MILITARY INFORMATION**

1. Organization, Training & Employment of Military Forces.
2. U.S. Military Material and Munitions.
3. Applied Research and Development Information.
4. Production Information.
5. Combined Military Operations, Planning & Readiness.
6. U.S. Order of Battle.
7. North American Defense.
8. Military Intelligence.

**HQMC DISCLOSURE AUTHORITY PER  
MCO 5510.20B:**

**MCIEAST-MCB CAMLEJ- FDO/DDA**  
Categories 1, 5, 6, and 7

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**FOREIGN DISCLOSURE**



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**IT IS U.S. POLICY TO AVOID ANY  
ACTION THAT CREATES A "FALSE  
IMPRESSION" OF THE  
WILLINGNESS OF THE U.S. TO  
PROVIDE ANY GOODS, SERVICES**

