



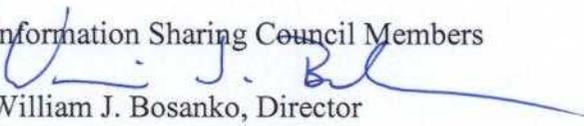
Controlled Unclassified Information Office

National Archives and Records Administration

700 Pennsylvania Avenue, NW
Washington, DC 20408-0001

June 27, 2008

Memorandum for: Information Sharing Council Members

From: 
William J. Bosanko, Director

Subject: Initial Implementation Guidance for Controlled Unclassified Information

On May 9, 2008, the President issued a Memorandum for the Heads of Executive Departments and Agencies on the *Designation and Sharing of Controlled Unclassified Information (CUI)*. The memorandum:

- adopts, defines, and institutes CUI as the single categorical designation for all information referred to as "Sensitive But Unclassified" in the Information Sharing Environment (ISE);
- establishes a corresponding new CUI Framework for designating, marking, safeguarding, and disseminating information designated as CUI; and
- designates the National Archives and Records Administration (NARA) as the Executive Agent, to oversee and implement the new CUI Framework.

Accordingly, on May 21, 2008, the Archivist of the United States issued a memorandum establishing the CUI Office within NARA to fulfill the responsibilities as directed in the Presidential Memorandum and designating me as its Director. I take these new responsibilities seriously and will work to ensure that the CUI Framework is implemented in accordance with the Presidential direction and within the mandated timeframe.

The CUI Framework is a critical part of a larger effort to create an ISE that will facilitate the sharing of terrorism-related information. Because the CUI Framework provides for standardized handling of information, it supports the individual missions of departments and agencies and enhances our ability to share vital terrorism-related information among Federal, State, local, tribal, and private sector partners. Implementing the CUI Framework will further the ISE and help departments and agencies better manage their information.

The President's memorandum directed that departments and agencies fully implement the CUI Framework within five years. This timeframe allows adequate time to plan and coordinate CUI implementation throughout the Executive branch. Already, initial implementation steps have been taken to establish the governance structure that is an integral part of the CUI Framework.

In addition to building the capability of the CUI Office, I am working with Ambassador Thomas E. McNamara, the Program Manager for the Information Sharing Environment (PM-ISE), to establish the CUI Council, which is a subcommittee of the Information Sharing Council (ISC). The PM-ISE will issue guidance requesting that the head of your department or agency name a representative as your member of the CUI Council.

I appreciate that departments and agencies are eager to implement this useful information sharing measure. However, before departments and agencies can begin to apply CUI markings, the CUI Executive Agent, with the advice of the CUI Council, must issue detailed implementing guidance according to the President's direction. Departments and agencies then must develop internal policies, training, and oversight capabilities that will guide and enable their own implementation.

To accomplish the goals of the CUI Framework, we must undertake a coordinated approach to implementation. The heads of departments and agencies in possession of terrorism-related information must ensure that the CUI Framework is implemented within their organization in a manner that adheres to the President's memorandum and is consistent with the ISE-wide policies established through the CUI governance structure. I look forward to working with the CUI Council to develop the guidance necessary to enable the timely, efficient, and effective implementation of the CUI Framework.

cc: Environmental Protection Agency
Nuclear Regulatory Commission