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Description of document: Department of Interior (DOI) Controlled Unclassified Information (CUI) Policy Document (OCIO Directive 2017-001) 2017

Requested date: 28-June-2021

Release date: 03-August-2021

Posted date: 06-December-2021

Source of document: Freedom of Information Act Request
Office of the Secretary (OS)
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MS-7328, MIB
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FOIA submission during COVID-19 pandemic:
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United States Department of the Interior

OFFICE OF THE SECRETARY
Washington, DC 20240

IN REPLY REFER TO:
7202.4-DOI-OS-2021-004728

August 3, 2021

Via email

The Office of the Secretary FOIA office received your Freedom of Information Act (FOIA) request, dated June 28, 2021 on June 28, 2021 and assigned it control number **DOI-OS-2021-004728**. Please cite this number in any future communications with our office regarding your request.

A copy of the Department of the Interior CUI Policy document. CUI stands for Controlled Unclassified Information.

Response

We are writing to respond to your request on behalf of the Office of the Secretary. We have enclosed one (1) file consisting of 4 pages, which are being released to you in their entirety. The program office informed us that these records are the most recent policy document and that no CUI's were created or submitted in 2020.

Fees

We do not bill requesters for FOIA processing fees when their fees are less than \$50.00, because the cost of collection would be greater than the fee collected. (see 43 C.F.R. § 2.37(g)). Therefore, there is no billable fee for the processing of this request. This completes the Office of the Secretary's response.

Conclusion

For your information, Congress excluded three discrete categories of law enforcement and national security records from the requirements of FOIA. See [5 U.S.C. 552\(c\)](#). This response is limited to those records that are subject to the requirements of FOIA. This is a standard notification that is given to all our requesters and should not be taken as an indication that excluded records do, or do not, exist.

The 2007 FOIA amendments created the Office of Government Information Services (OGIS) to offer mediation services to resolve disputes between FOIA requesters and Federal agencies as a non-exclusive alternative to litigation. Using OGIS services does not affect your right to pursue litigation. You may contact OGIS in any of the following ways:

Office of Government Information Services
National Archives and Records Administration
8601 Adelphi Road - OGIS
College Park, MD 20740-6001
E-mail: ogis@nara.gov
Web: <https://www.archives.gov/ogis>
Telephone: 202-741-5770
Fax: 202-741-5769
Toll-free: 1-877-684-6448

Please note that using OGIS services does not affect the timing of filing an appeal with the Department's FOIA & Privacy Act Appeals Officer. If you have any questions about our response to your request, you may contact Cynthia Sweeney by phone at 202-513-0765, by fax at 202-219-2374, by email at OS-foia@ios.doi.gov, or by mail at U.S. Department of the Interior, 1849 C St, N.W., Office of the Solicitor, Washington, D.C. 20240.

Contact information for the Department's FOIA Public Liaison, who you may also seek dispute resolution services from, is available at <https://www.doi.gov/foia/foiacenters>.

Sincerely,

LEAH

FAIRMAN

Leah Fairman

Deputy FOIA Officer
Office of the Secretary
FOIA Office

Digitally signed
by LEAH
FAIRMAN
Date: 2021.08.03
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United States Department of the Interior

OFFICE OF THE SECRETARY

Washington, DC 20240

MAY 16 2017

OCIO Directive 2017-001

To: Associate Chief Information Officers

From: Sylvia Burns
Chief Information Officer

Subject: Controlled Unclassified Information (CUI) Program

*Sylvia Burns
Acting CIO*

Purpose

This Directive informs the bureaus and offices of the Controlled Unclassified Information (CUI) regulation, "32 CFR, Part 2002, *Controlled Unclassified Information*, September 14, 2016" (Federal CUI Policy), which specifies the appropriate handling and safeguarding of sensitive information for all Federal executive branch agencies, including the Department of the Interior (DOI, Interior). The Federal CUI Policy was effective November 14, 2016. This Directive also notifies bureaus and offices of Interior CUI Program requirements, roles, responsibilities, and implementation timelines. The DOI must complete tasks to achieve Initial Operating Capability (IOC) by November 14, 2017, and Final Operating Capability (FOC) by November 14, 2019.

Program Background

On November 4, 2010, the President signed Executive Order 13556, "Controlled Unclassified Information" (the Order). The Order standardizes how the executive branch identifies and handles unclassified information in accordance with law, regulation, and/or Government-wide policy. CUI defines the executive branch's sensitive information, and prescribes approximately 108 information categories, subcategories and controls. The Order designates the National Archives and Records Administration (NARA) as the Executive Agent to implement this program. NARA designated the Director of the Information Security Oversight Office to exercise these responsibilities on its behalf. The Order also requires the CUI Executive Agent, in consultation with agencies, to develop and issue directives necessary to implement the CUI Program.

Responding to the Federal CUI Policy, DOI has established a CUI Program to comply with the Federal CUI regulatory standards, guidelines and practices. Interior's CUI Program implementation plans are contained in the "Department of the Interior Controlled Unclassified Information (CUI) Program Compliance Plan¹." Program success depends upon collaborative participation and creative input from Subject Matter Experts (SME's) assigned to the programs, bureaus and offices.

¹ "Department of the Interior Controlled Unclassified Information (CUI) Program Compliance Plan" (CUI Plan) addresses the Federal CUI Policy and "CUI Notice 2016-01: Implementation Guidance for the Controlled Unclassified Information (CUI) Program, September 14, 2016" compliance requirements. It's the implementation strategy that's presented to the Associate CIOs for their input, modifications and authorization.

CUI Program Requirements

The Federal CUI Program's compliance requirements are articulated in NARA's "*CUI Notice 2016-01: Implementation Guidance for the Controlled Unclassified Information (CUI) Program, September 14, 2016*" (CUI Notice 2016-01). The Interior's detailed compliance timeline is provided in Attachment 1. Below is a summary of this timeline:

Policy: Within 180 days of the effective date of the Federal CUI Policy, Interior must develop an implementation policy for the CUI Program. [This OCIO Directive]

Training: Within 180 days of the effective date of DOI CUI Policy, Interior must develop and deploy CUI training to all affected employees. All agency employees must receive CUI training within 180 days of the deployment of the training courses.

Safeguarding: Within 180 days of the effective date of DOI CUI Policy, Interior must implement and/or verify that all safeguarding requirements, as described in 32 CFR, Part 2002.

Information Systems: Within 180 days of the effective date of the Federal CUI Policy, Interior must take steps to assess the current configuration of information systems under Interior's purview and develop a plan for the "transition to standard"². Within one year of the Federal CUI Policy's effective date, Interior must have a strategy or plan to modify all systems that contain or use CUI so that they will meet the handling and safeguarding standards.

Agency Self-Inspection Program: Within two years of the Federal CUI Policy, Interior must develop and implement internal oversight to measure and monitor implementation efforts.

Bureaus and Offices Requirements

Associate Chief Information Officers (ACIOs) are accountable for CUI compliance for all programs and systems within their bureau or office. Additionally, each ACIO will assign a qualified and dedicated representative to participate on the Interior CUI Committee (ICC), and will provide the name of the representative to the Interior CUI Program Manager before June 1, 2017. The bureau or office representative will be accountable for CUI Program success. They will actively and regularly participate in collaborative planning, and will provide overall management and communication for the CUI initiatives within their organization.

Please address any questions or program correspondence to the Interior CUI Program Manager, Will Brimberry at 202-208-6052 or Will_Brimberry@ios.doi.gov.

cc: Deputy Assistant Secretary, Technology Information and Business Service (TIBS)

Attachment (1) Interior's CUI Program Compliance Timeline

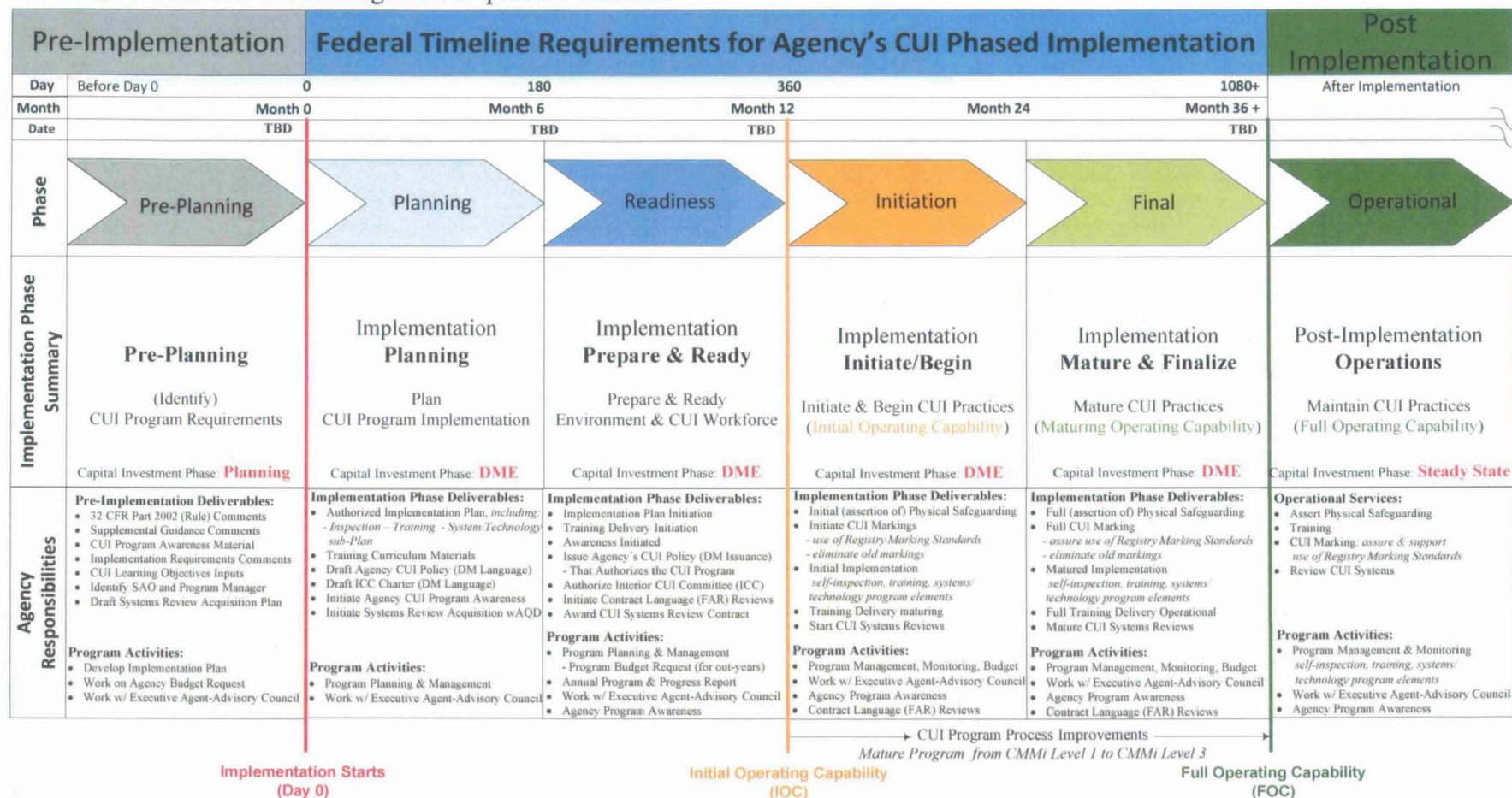
References:

1. 32 CFR, Part 2002, Controlled Unclassified Information (CUI) Federal regulation, September 14, 2016 (www.federalregister.gov/documents/2016/09/14/2016-21665/controlled-unclassified-information)

² "transition to standard": CUI Notice 2016-01, Information Systems

2. CUI Notice 2016-01: Implementation Guidance for the Controlled Unclassified Information (CUI) Program, September 14, 2016 (www.archives.gov/cui/registry/policy-guidance/registry-documents/2016-cuio-notice-2016-01-implementation-guidance.pdf)

Attachment 1: Interior's CUI Program Compliance Timeline



Department of the Interior's CUI Program Compliance Timeline³

³ Interior's CUI Implementation Plan's timeline aligns to the CUI regulation, "32 CFR, Part 2002, Controlled Unclassified Information (CUI), September 14, 2016" and the CUI Notice 2016-01: Implementation Guidance for the Controlled Unclassified Information (CUI) Program, September 14, 2016.