

FEDERAL BUREAU OF INVESTIGATION  
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# FEDERAL BUREAU OF INVESTIGATION AUTOMATIC DECLASSIFICATION GUIDE

## National Security Branch



DATE: 06-20-2013  
CLASSIFIED BY NSICG F54M93K42  
REASON: 1.4 (c,d)  
DECLASSIFY ON: 06-20-2038

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED EXCEPT  
WHERE SHOWN OTHERWISE

Issued Pursuant to:  
Executive Order 13526, Section 3.3(j), and  
Title 32, Code of Federal Regulations, Section 2001.32.

Version 3.0

October 15, 2012

~~CLASSIFIED BY: EAD-NSB, FBI  
REASON: 1.4c,d  
DECLASSIFY ON: 50X6-DIPLO~~

~~SECRET//NOFORN~~

## Forward

A. (U//FOUO) The Federal Bureau of Investigation's Automatic Declassification Guide provides direction concerning the automatic declassification of national security information. It should be read in conjunction with the FBI's National Security Information Security Classification Guide (NSISCG), and other valid FBI classification guides that deal with specialized subjects;

1. Guidance with respect to declassification of national security information 25 years or more after its original classification is provided by this document. This guide is the only valid authority for the FBI's implementation of declassification in accordance with section 3.3(b) and (h) of Executive Order 13526.

2. Guidance with respect to classification of newly-created documents and newly-generated information is provided by valid FBI classification guides.

3. Guidance with respect to the marking, safeguarding, transportation, or destruction of classified national security information is provided by the FBI Security Policy Manual.

4. Authority for these FBI policies is provided by Executive Order (EO) 13526, EO 12829, Title 32, Code of Federal Regulations (CFR), Part 2001, Title 28, CFR, Part 17, the Department of Justice Security Policy Operating Manual, and the FBI Declassification Policy Implementation Guide.

B. (U//FOUO) In cases where this guide does not effectively cover information under analysis, reviewers shall consult original classification authorities, personnel with substantive knowledge in the areas of concern, and/or other authorities.

C. (U//FOUO) Interagency Security Classification Appeals Panel (ISCAP) approval will be required if a new category of information must be exempted from automatic declassification.

D. (U//FOUO) This Guide is effective immediately, and it supersedes instructions found in previous versions of this Guide.

E. (U//FOUO) This Guide will be updated as circumstances require, but at least every 5 years in coordination with ISCAP.

F. (U//FOUO) This Guide is to be used by FBI personnel in the performance of their duties related to automatic and systematic declassification reviews, as well as access reviews including the Freedom of Information Act (FOIA), Privacy Act, Mandatory Declassification Requests (MDR), and discretionary reviews. Other agency personnel performing reviews at the National Declassification Center may use this guide to assist in the identification of FBI information that requires referral to the FBI.

G. (U//FOUO) The Appendices hereto will be updated annually to, among other things, account for those file series which are identified in Appendix E thereto.

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**—NOTE—**

1. (U//FOUO) Nothing in this guide prevents officials who hold original classification or declassification authority from exercising personal judgment in order to declassify information of a type exempted from automatic declassification.
2. (U//FOUO) For any FBI National Security Information which is not identified within this guide but which must be exempted from automatic declassification, FBI will submit a letter of justification to the Interagency Security Classification Appeals Panel (ISCAP) amending the guide. Pending receipt of a response from ISCAP, the documents containing the information in question will remain classified. Any information already 25 years old and not covered by this guide will be automatically declassified. However, FBI may exercise reclassification action under section 1.7(d) of EO 13526 (December 29, 2009) as appropriate.

## I. (U//FOUO) Automatic Declassification in General

- 1) (U//FOUO) Assistance to the National Archives and Records Administration: While engaged in automatic declassification activities pursuant to EO 13526, the appropriate program elements of the FBI will cooperate with the Archivist of the United States by consulting with the Director of the National Declassification Center (NDC), a center established by the National Archives and Records Administration (NARA), concerning the FBI automatic declassification program. The FBI shall cooperate with the NDC in developing priorities for the declassification of records to ensure that declassification is accomplished in a timely and efficient manner. The FBI shall consult with NDC before reviewing records in their holdings to ensure that appropriate procedures are established for maintaining the integrity of the records and that NARA receives accurate and sufficient information about declassification actions, including metadata and other processing information, when records are accessioned by NARA. The FBI will fully cooperate with NARA in the activities of the NDC and shall:
- a) In accordance with section 3.7(c)(1) of EO 13526, this guide, or detailed declassified guidance, will be provided to the Director of the NDC at NARA;
  - b) Upon request of the Archivist, assign personnel to the NDC who shall be delegated to review and exempt or declassify FBI originated information contained in records accessioned into NARA;
  - c) Consult with the NDC concerning the FBI declassification program; and
  - d) Cooperate with the NDC in developing priorities for the declassification of records.
- 2) (U//FOUO) Automatic Declassification: Unless exempted from automatic declassification, all classified information that is more than 25 years old and has been determined to have permanent historical value under Title 44 will be automatically declassified on December 31 of the year in which classified information becomes 25 years old, whether or not the records have been reviewed.<sup>1</sup> (However, such automatic declassification does not constitute public release, and such information may be reclassified on an item-by-item basis in accordance with EO 13526, 1.7(d) provided that public release has not taken place.)

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<sup>1</sup> (U) See: EO 13526, Section 3.3(a).

(U//FOUO) Only 25X exemptions may be applied to records reviewed in anticipation of automatic declassification at 25 years (i.e. in reviews conducted in 2013, for records dating between 1969 and 1993). Other than the [redacted] 50X exemptions, 50X exemptions may only be applied to records approaching automatic declassification at 50 years (i.e. , in reviews conducted in 2013, for records dating between 1944 and 1968). Records exempted under 25X shall be automatically declassified on December 31 of a year that is no more than 50 years from the date of origin of the record, unless an approved 50X exemption is later applied within 5 years of that automatic declassification date. Records exempted under 50X shall be automatically declassified on December 31 of a year that is no more than 75 years from the date of origin of the record.

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(U//FOUO) This guide allows for the FBI to incorporate exemptions into its classification guidance under section 2.2(e) of EO 13526 for the following exemption element for the specified exemption period: 1-6-h2.

3) (U//FOUO) Exemptions (75 years): The FBI does not currently anticipate making a request to exempt from automatic declassification any information 75 years old or older.

4) (U//FOUO) Exemptions (50 to 75 years): Information exempted from automatic declassification at 25 years from the date of origin may be exempted from automatic declassification at 50 years from the date of origin for an additional 25 years (for a final total of 75 years from the date of origin) if the release of the information will clearly and demonstrably reveal [redacted]

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[redacted]

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5) (U//FOUO) Exemptions (25 to 50 years): Information more than 25 years old and has been determined to have permanent historical value may be exempted from automatic declassification for an additional 25 years from the date of origin if release of the

<sup>2</sup> (U) See: EO 13526, Section 3.3(h).



information will clearly and demonstrably reveal information regarding one of the nine exemption areas listed in Table 2 below and the specific information has been approved for exemption as listed in Part III of this Guide or is in a file series listed in Appendix A of this Guide.<sup>3</sup>

- a) (U//FOUO) Definition of File Series: File units or documents arranged according to a filing system or kept together because they relate to a particular subject or function, result from the same activity, document a specific kind of transaction, take a particular physical form, or have some other relationship arising out of their creation, receipt, or use, such as restrictions on access or use.<sup>4</sup>
- b) (U//FOUO) File Series Exemption: An agency head shall notify the Director of the Information Security Oversight Office (ISOO), serving as the Executive Secretary of the ISCAP, of any specific file series for which a review or assessment has determined the information within the file series almost invariably falls within one or more of the nine exemption categories and which the agency proposes to exempt from automatic declassification.<sup>5</sup> Appendix A lists those FBI file series the FBI Director has so designated and have been approved by either the Assistant to the President for National Security Affairs or ISCAP. Records exempted under a file series exemption are still subject to Mandatory Declassification Review.
- c) (U//FOUO) Category Acronyms (25-50 Years): Table 2 contains acronyms and descriptions for automatic declassification exemption categories.

**Table 2: (U//FOUO) Automatic Declassification 25X Exemption Codes**

Exemption Number	Exemption Code	Exemption Description

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<sup>3</sup> (U) See: EO 13526, Section 3.3(b)(1-9).  
<sup>4</sup> (U) See: EO 13526, Section 6.1(r).  
<sup>5</sup> (U) See: EO 13526, Section 3.3(c).

Exemption Number	Exemption Code	Exemption Description

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6) (U//FOUO) Privacy Act Notices: Privacy Act notices regarding FBI records systems shall be deemed to apply equally to other FBI records systems that merely restate the same information and have not been the subject of separate Privacy Act notices.

- 7) (U//FOUO) Integral File Block: The FBI will not be applying the integral file block concept at the present time.<sup>6</sup>
- 8) (U//FOUO) Automatic Declassification Extensions:
- a) (U//FOUO) **5-Year Delay for Media that are difficult or costly to review**: After consultation with the Director of the NDC and before the records are subject to automatic declassification, an agency head or senior agency official may delay automatic declassification for up to 5 additional years for classified information contained in media that make a review for possible declassification exemptions more difficult or costly.<sup>7</sup>
- b) (U//FOUO) **3-Year Grace Period**: After consultation with the Director of the Information Security Oversight Office, an agency head may delay automatic declassification for up to 3 years from the date of discovery of classified records that were inadvertently not reviewed prior to the effective date of automatic declassification.<sup>8</sup>
- c) (U//FOUO) **Referrals**: Other than for records properly exempted from automatic declassification, records containing classified information originating with other agencies or the disclosure of which would affect the interests or activities of other agencies with respect to the classified information and could reasonably be expected to fall under one or more of the exemptions in paragraph 3.3 (b) of EO 13526 shall be identified prior to the onset of automatic declassification for later referral to those agencies.<sup>9</sup>

- 
- (1) The information of concern shall be referred by the NDC, or by the centralized facilities referred to in section 3.7(e) of the order, in a prioritized and scheduled manner determined by the Center.
- (2) Referrals identified prior to the establishment of the NDC shall be subject to automatic declassification only in accordance with paragraphs 3.3(d)(3)(A)-(C) of the order.

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<sup>6</sup> (U) EO13526, Section 6.1(v). "Integral file block" means a distinct component of a file series that should be maintained as a separate unit in order to ensure the integrity of the records. An integral file block may consist of a set of records covering either a specific topic or a range of time such as presidential administration or a 5-year retirement schedule within a specific file series that is retired from active use as a group. For purposes of automatic declassification, integral file blocks shall contain only records dated within 10 years of the oldest record in the file block.

<sup>7</sup> (U) See: EO 13526, Section 3.3(d)(2); and Title 32, CFR, Section 2001.30(n)(1).

<sup>8</sup> (U) See: EO 13526, Section 3.3(d)(4); and Title 32, CFR, Section 2001.30(n)(3).

<sup>9</sup> (U) See: EO 13526, Section 3.3(d)(3); and Title 32, CFR, Section 2001.30(f).

- 9) (U//FOUO) Appendices
- a) (U//FOUO) **Appendix A** identifies the file series within the Central Records System that have been approved for exemption from automatic declassification by either the Assistant to the President for National Security Affairs or ISCAP.
  - b) (U//FOUO) **Appendix B** identifies (a) file series within the Central Records System, and (b) additional records system concerning a Privacy Act notice has also been published. The constituents of these file series and this records system will be reviewed to determine whether information therein is exempt from automatic declassification pursuant to all automatic declassification exemption categories.
  - c) (U//FOUO) **Appendix C** These file series will not initially be reviewed for exemption from automatic declassification, and FBI classified material therein will be automatically declassified. This step is being taken, though it is known that some material will merit continued classification, because necessary reviews of the materials could not be accomplished by the automatic declassification date. When information from a file series listed in this Appendix is the subject of an access demand and the information has not previously been disclosed to the public, the provisions of Section 1.7(d) of the Order shall apply. These materials will be examined for purposes of reclassification on a document by document basis applying the exemption standards in 3.3(b) of the order and the approved categories listed in this guide. When a document has already been declassified and released to the public pursuant to proper authority, the provisions of Section 1.7(c) of the Order shall apply.
  - d) (U//FOUO) **Appendix D** identifies file series within the Central Records System and additional records systems that will not be reviewed and any FBI classified information contained therein is automatically declassified on December 31 of the year in which the information turns 25 years old.
  - e) (U//FOUO) **Appendix E** identifies (a) file series within the Central Records System and additional records systems having national security content, but their oldest documents are younger than 25 years old. Accordingly, they are not now subject to automatic declassification. In outlying years, they will be moved to Appendix A, Appendix B, or Appendix D as necessary.

## II. (U//FOUO) Application of 50X Automatic Declassification Exemptions

1) (U//FOUO) [redacted]

a) (U//FOUO) The category code [redacted]  
[redacted]

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(1) (U//FOUO) For the purposes of this guide, the term confidential human source means "any individual or organization (when the identity of the organization could reasonably be expected to lead to the identity of a confidential human source or a human intelligence source) that has provided, or that may be reasonably be expected to provide, information to the United States on matters pertaining to the national security with the expectation that the information or relationship, or both, are to be held in confidence."<sup>10</sup>

b) (U//FOUO) [redacted]  
[redacted]

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(1) (U//FOUO) Other intelligence sources and methods information (including identification of sources that are organizations when identification of the organization cannot be expected to lead to the identity of a confidential human source or a human intelligence source) shall be subject to declassification review in anticipation of automatic declassification at 25 years.

c) (U//FOUO) Justification for exemption from automatic declassification at 50 years of age:

(1) (U//FOUO) [redacted]  
[redacted]

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<sup>10</sup> (U) See: EO 13526, Section 6.1(k).

[Redacted]

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(2) (U//FOUO)

[Redacted]

b7E

(3) (U//FOUO)

[Redacted]

b7E

(4) (U//FOUO)

[Redacted]

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d) (U//FOUO)

[Redacted]

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e) (U//FOUO) Records containing this type of information will be automatically declassified on December 31 of the year 75 years from the date of origin but may continue to be protected from public disclosure pursuant to the appropriate FOIA and Privacy Act exemptions.<sup>11</sup>

<sup>11</sup> During reviews conducted prior to accessioning of records to NARA. FBI Privacy Act exemptions would not apply once the records are in the custody of NARA.

2) (U//FOUO) [redacted]

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a) (U//FOUO) The category code [redacted]  
[redacted]

(1) (U//FOUO) "Weapons of Mass Destruction" means:

- (a) Any explosive or incendiary, or poison gas device that is designed, intended, or has the capability to cause a mass casualty incident;
- (b) Any weapon that is designed, intended, or has the capability to cause death or serious bodily injury to a significant number of persons through the release, dissemination, or impact of toxic or poisonous chemicals;
- (c) Any weapon involving a biological agent, toxin, or vector (as such terms are defined in section 178 of Title 18) that is designed, intended, or has the capability to cause death, illness, or serious bodily injury to a significant number of persons; or
- (d) Any weapon that is designed, intended, or has the capability to release radiation or radioactivity causing death, illness, or serious bodily injury to a significant number of persons.<sup>12</sup>

b) [redacted]  
[redacted]

b1  
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c) (U//FOUO) Restricted Data and Formerly Restricted Data:

- (1) (U//FOUO) Are categories of information that are excluded from the automatic declassification requirements in section 3.3 of Executive Order 13526 (Order) because they are classified under the Atomic Energy Act of 1954, as amended.

<sup>12</sup> (U) See: EO 13526, Section 6.1(uu) and 50 U.S.C. § 1801(p).

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(2) (U//FOUO) Restricted Data concerns: [redacted]  
[redacted]

(3) (U//FOUO) Formerly Restricted Data is information that is still classified under the Atomic Energy Act of 1954 as amended, but which [redacted]  
[redacted]

(4) (U//FOUO) Any document marked as containing Restricted Data or Formerly Restricted Data or identified as potentially containing unmarked Restricted Data or Formerly Restricted Data shall be referred to the Department of Energy.

(5) (U//FOUO) Automatic declassification of documents containing Restricted Data or Formerly Restricted Data is prohibited. Documents marked as containing Restricted Data or Formerly Restricted Data are excluded from the automatic declassification provisions of the Order until the Restricted Data or Formerly Restricted Data designation is properly removed by the Department of Energy. When the Department of Energy determines that a Restricted Data or Formerly Restricted Data designation may be removed, any remaining information classified under the Order must be referred to the appropriate agency in accordance with the declassification provisions of the Order.

(6) (U//FOUO) Any document containing information concerning foreign nuclear programs that was removed from the Restricted Data category in order to carry out provisions of the National Security Act of 1947, as amended, shall be referred to the Department of Energy and the Office of the Secretary of Defense.<sup>13</sup>

d) (U//FOUO) Justification for exemption from automatic declassification at 50 years of age:

(1) [redacted]  
(S) [redacted]

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<sup>13</sup> (U) See EO 13526, Section 6.2(a) and 32 C.F.R. § 2001.30(p).



e) (U//FOUO) [redacted]

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f) (U//FOUO) Except for records containing Restricted Data and Formerly Restricted Data, records containing this type of information will be automatically declassified on December 31 of the year 75 years from the date of origin, but may continue to be protected from public disclosure pursuant to appropriate FOIA and Privacy Act exemptions<sup>14</sup>. Exemption will be invoked only when no other possible equity holder can be identified and, therefore, no referral can be made.

(S) 3) [redacted]

a) [redacted]

b) [redacted]

b1  
b3

c) (U//FOUO) Justification for exemption from automatic declassification at 50 years of age:

(1) [redacted]

(S) [redacted]

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<sup>14</sup> During reviews conducted prior to accessioning of records to NARA. FBI Privacy Act exemptions would not apply once the records are in the custody of NARA.

(S)

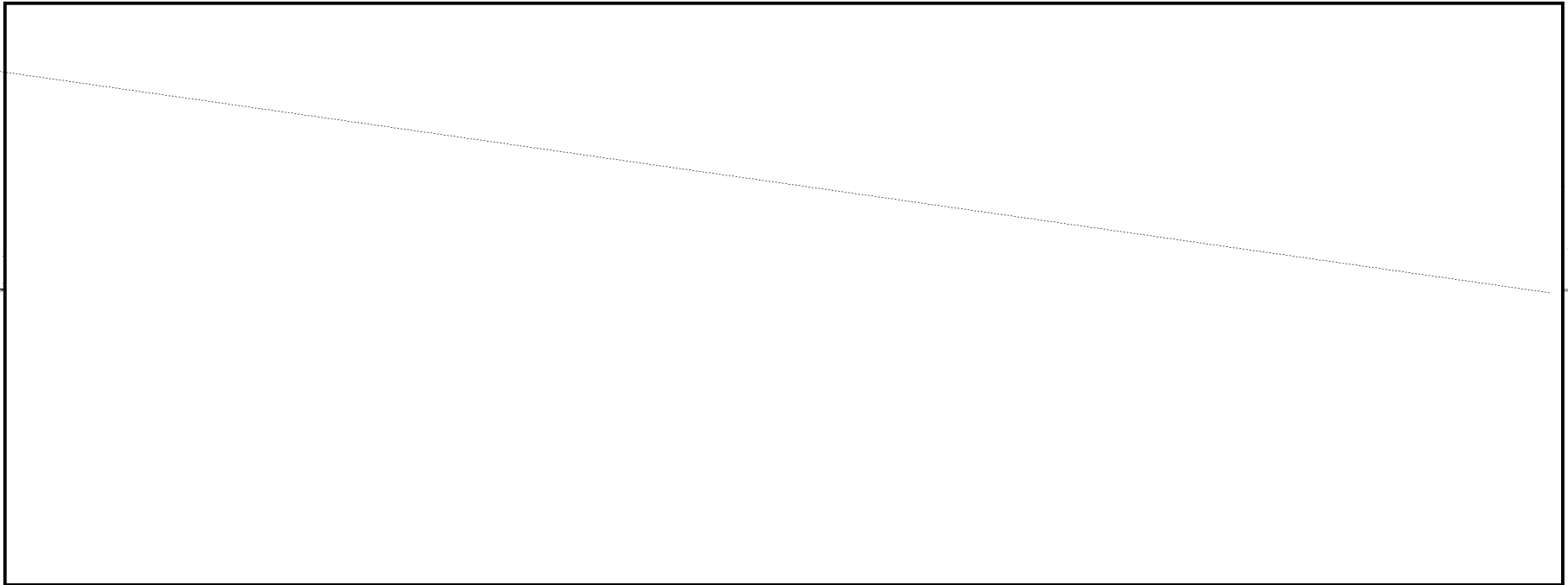
d)



e) (U//FOUO) Records containing this type of information will be automatically declassified on December 31 of the year 75 years from the date of origin, but may continue to be protected from public disclosure pursuant to the appropriate FOIA and Privacy Act exemptions.<sup>15</sup>

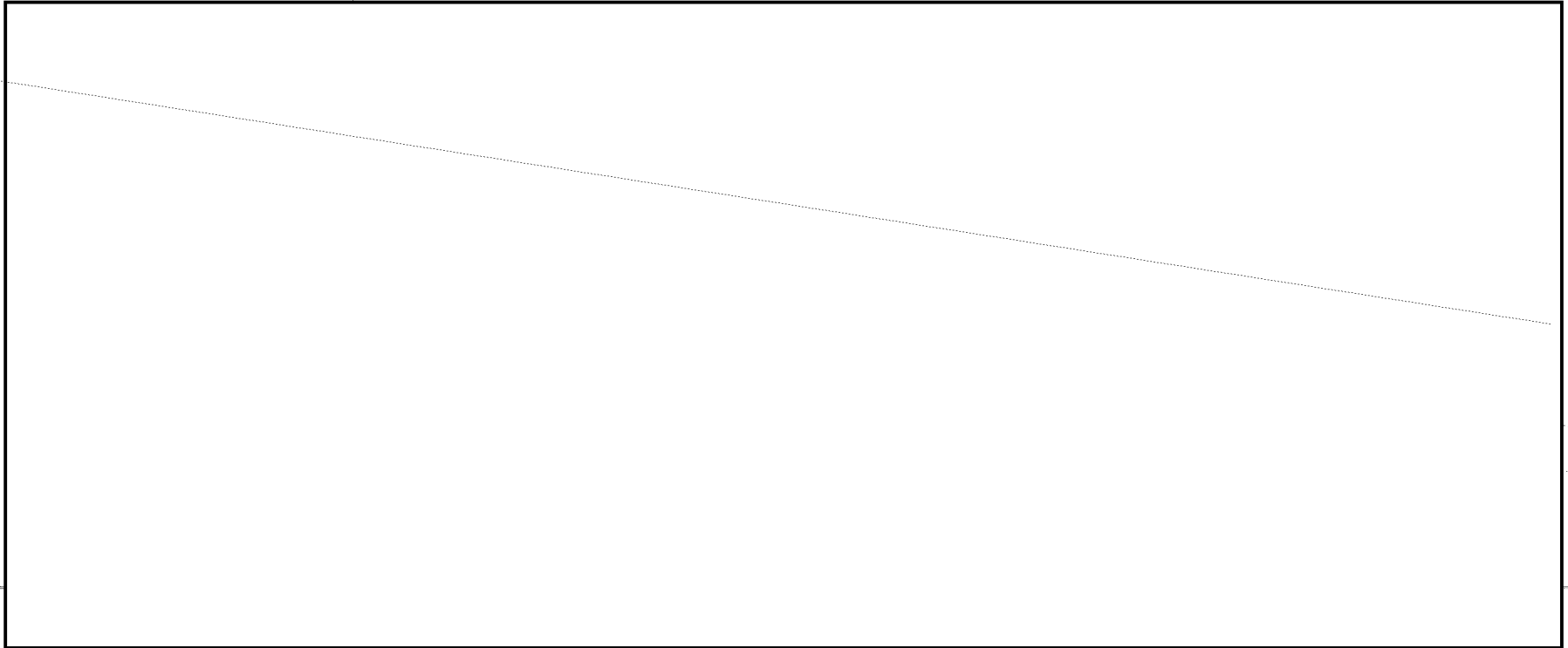
b1  
b3

(S)



<sup>15</sup> During reviews conducted prior to accessioning of records to NARA. FBI Privacy Act exemptions would not apply once the records are in the custody of NARA.

(S)



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b3

**III. (U//FOUO) Application of Automatic Declassification Exemptions**

(U)

~~(S//NF)~~ [Redacted]

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1) (U//FOUO) The category code [Redacted]

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[Redacted]

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a)

[Redacted]

2) (U//FOUO) All file series identified in Appendix A are likely to contain information subject to this exemption.

3) (U//FOUO)

[Redacted]

[Redacted]

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4) (U//FOUO)

[Redacted]

[Redacted]

See Part II of this guide for additional information

5) (U//FOUO) Other intelligence sources and methods information shall be subject to declassification review in anticipation of automatic declassification at 25 years. Records containing this type of information will be automatically declassified on December 31 of the year 50 years from the date of origin, but may continue to be protected from public disclosure pursuant to the appropriate FOIA and Privacy Act exemptions.<sup>19</sup>

<sup>17</sup> (U) See: EO 13526, Section 3.3(b)(1)

<sup>18</sup> (U) See: EO 13526, Section 6.1(k).

<sup>19</sup> (U) During reviews conducted prior to accessioning of records to NARA. FBI Privacy Act exemptions would not apply once the records are in the custody of NARA.

(U//FOUO) [Redacted]

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1) (U//FOUO) [Redacted]

2) (U//FOUO) "Weapons of Mass Destruction" means:

- a) Any explosive, incendiary, or poison gas device that is designed, intended, or has the capability to cause a mass casualty incident;
- b) Any weapon that is designed, intended, or has the capability to cause death or serious bodily injury to a significant number of persons through the release, dissemination, or impact of toxic or poisonous chemicals or their precursors;
- c) Any weapon involving a biological agent, toxin, or vector (as such terms are defined in section 178 of Title 18) that is designed, intended, or has the capability to cause death, illness, or serious bodily injury to a significant number of persons; or
- d) Any weapon that is designed, intended, or has the capability to release radiation or radioactivity causing death, illness, or serious bodily injury to a significant number of persons.<sup>22</sup>

3) [Redacted]

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b3

(S)

<sup>21</sup> (U//FOUO) See: EO 13526, Section 3.3(b)(2)

<sup>22</sup> (U//FOUO) See: EO 13526, Section 6.1(uu) and 50 U.S.C. § 1801(p)

<sup>23</sup> (U) During reviews conducted prior to accessioning of records to NARA. FBI Privacy Act exemptions would not apply once the records are in the custody of NARA.

4)

[Redacted]

(S)

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Information Class Code	Exempt	Clear	Description	Comments
[Redacted]				

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(U//FOUO) [redacted] - INTERNATIONAL RELATIONS AND DIPLOMATIC ACTIVITIES

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1) (U//FOUO) The category code [redacted]

2) (U//FOUO) "Foreign government information" means:

- (a) information provided to the United States Government by a foreign government or governments, an international organization of governments, or any element thereof, with the expectation that the information, the source of the information, or both, are to be held in confidence;
- (b) information produced by the United States Government pursuant to or as a result of a joint arrangement with a foreign government or governments, or an international organization of governments, or any element thereof, requiring that the information, the arrangement, or both, are to be held in confidence; or information received and treated as 'foreign government information' under the terms of a predecessor order.

(U) 3) ~~(S//NF)~~ Exchange, cooperation and joint ventures with foreign governments shall be referred to the appropriate entity for consultation to avoid foreign relations harm.

(U) 4) ~~(S//NF)~~ If the foreign government has ceased to exist (e.g.: South Vietnam), or its relationship with the U.S. has changed to the extent that referral is no longer practical (e.g.: Iran), the FBI will be responsible for declassification, subject to referrals to other U.S. Government agencies which may have equities in the information.

5) (U//FOUO) Except as noted in [redacted] information shall be subject to declassification review in anticipation of automatic declassification at 25 years. Records containing this type of information will be automatically declassified on December 31 of the

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<sup>24</sup> (U) See: EO 13526, Section 3.3(b)(6)

year 50 years from the date of origin, but may continue to be protected from public disclosure pursuant to the appropriate FOIA and Privacy Act exemptions.<sup>25</sup>

Information Class Code	Exempt	Declass	Description	Comments

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<sup>25</sup> (U) During reviews conducted prior to accessioning of records to NARA. FBI Privacy Act exemptions would not apply once the records are in the custody of NARA.



## VI. Appendices

### Appendix A

(U//FOUO) The following file series within the Central Records System have been approved for exemption from automatic declassification by either the Assistant to the President for National Security Affairs under Executive Order 12958, as amended, or ISCAP pursuant to Executive Order 13526, without the need for review because **the information in them almost invariably falls within one or more of the exemption** categories approved for use by the FBI and described in Section 1, Table 2, above:

(U//FOUO) **NOTE:** The following Central Records File Series are grouped in tables based on their level of classification. Within the tables they are grouped numerically.

**Table A.1: (U//FOUO) Central Records System File Series**

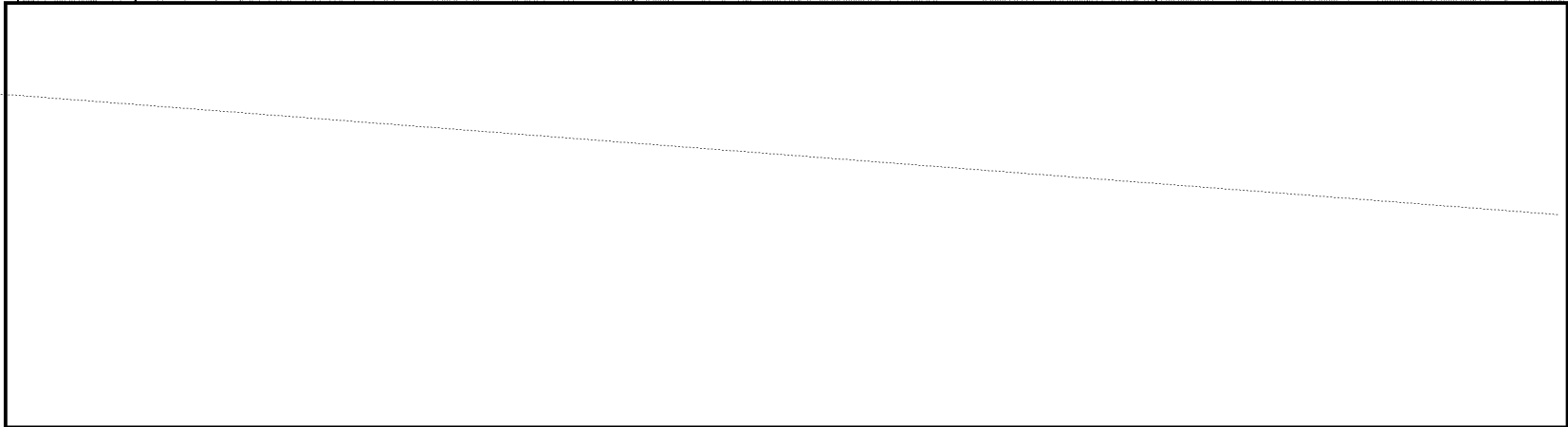
**The table below is classified ~~SECRET//NOFORN~~ in its entirety unless otherwise marked.**

97--	Foreign Agents Registration Act		Exemption Approved - 2006

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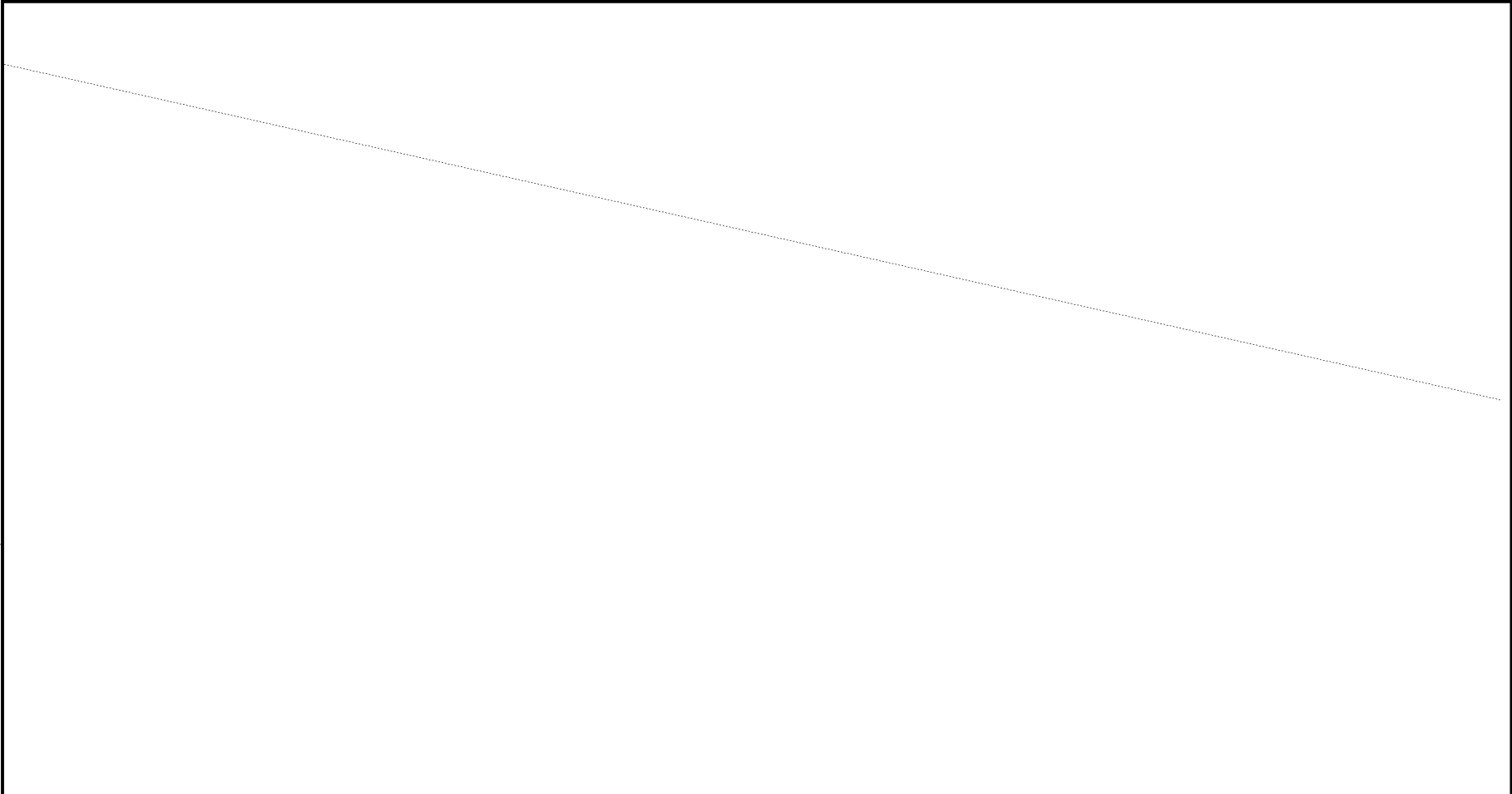
102--	Voorhis Act		Exemption Approved - 2006
109--	Foreign Political Matters Control File		Exemption Approved - 2006
110--	Foreign Economic Matters Control File		Exemption Approved - 2006
113--	Foreign Military and Naval Matters Control File		Exemption Approved - 2006
199--	International Terrorism		Exemption Approved - 2006
203--	Targeting the National Information Infrastructure, Targeting the U.S. Government, Perception Management, Foreign Intelligence Activities		Exemption Approved - 2006
212--	Intelligence Community Support		Exemption Approved - 2006

(S)



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b3

(S)



b1  
b3

(U//FOUO) Individual records in the 97, 102 and 117B file series will be reviewed for declassification **prior to either December 31, 2016, or** December 31st of the year in which the records are 35 years old. If such reviews are not conducted, the pertinent records shall be automatically declassified.

