

DEPARTMENT OF THE NAVY
Office of the Chief of Naval Operations
2000 Navy Pentagon
Washington DC 20350-2000

OPNAVINST 5513.1E
N09N2
16 October 1995

OPNAV INSTRUCTION 5513.1E

From: Chief of Naval Operations
To: All Ships and Stations

Subj: DEPARTMENT OF THE NAVY
SECURITY CLASSIFICATION GUIDES

Ref: (a) OPNAVINST 5510.1H

- Encl: (1) List of Department of the Navy
Security Classification Guide
Instructions
(2) Guide Format and Responsibilities for
Preparation
(3) Recommended Guide Update Letter
(4) Security Classification Criteria,
Principles and Considerations
(5) Administrative Data
(6) Sample Security Classification Guide

1. **Purpose.** To assign responsibilities and establish procedures for preparing and issuing security classification guides for Department of the Navy (hereafter referred to as "Department") classified systems, plans, programs, and projects. This instruction has been substantially revised and should be read in its entirety.

2. **Cancellation.** OPNAV Instruction 5513.ID.

3. **Background**

a. Reference (a) requires that Original Classification Authorities (OCAs), designated in Exhibit 6A of reference (a), prepare a security classification guide for each Department system, plan, program, or project under their cognizance which creates classified information. In support of this requirement, the Chief of Naval Operations (CNO) (N09N2) manages a system called the Retrieval and Analysis of Navy Classified Information (RANKIN) Program, which records and centrally issues security classification guides for Department OCAs.

b. Classification guides serve both legal and management functions by recording Department original classification determinations made under Executive Order 12958 of 17 April 1995 (NOTAL) and its predecessor and successor executive orders on national security information. Guides are the primary reference source for derivative classifiers to identify the level and duration of classification for specific information elements. Guides may also include information concerning special public release requirements and foreign disclosure considerations.

4. **Responsibilities**

a. Officials designated in Exhibit 6A of reference (a) as OCAs are responsible for:

(1) Making original classification determinations and preparing new classification guides.

(2) Conducting reviews at least once every 5 years and, when necessary, revising classification guides under their cognizance.

(3) Issuing short-term interpretive guides consistent with those issued by the OPNAVINST 5513 series.

(4) Providing the CNO (N09N2) with copies of all new classification guides, revisions, cancellations, interpretations, and notifications of review, for issuance in the OPNAVINST 5513 series.

b. CNO (N09N2) is responsible for:

(1) Entering all classification guides into the Department data base.

(2) Reviewing new or revised guides to ensure compliance with existing executive orders, regulations, directives and instructions.

0579L0058180



OPNAVINST 5513.1E

16 October 1995

(3) Issuing all Department security classification guides delineated by major subject categories, using the current editions of the OPNAVINST 5513 series as described in enclosure (1). In cases of operational necessity, OCAs may authorize for immediate use such new or revised guides as necessary; such guides must, however, be promptly cancelled when issued by CNO (N09N2) in the OPNAVINST 5513 series.

(4) Assisting OCAs in preparing classification guides when necessary.

c. All Department personnel who classify information will use the guidance issued in the OPNAVINST 5513 series.

5. Procedures

a. Classification guides will be prepared following the format described in enclosure (2).

b. Revisions to classification guides will be submitted to CNO (N09N2) in the format shown in enclosure (3).

c. Classification guides will follow the classification criteria, principles and considerations described in enclosure (4).

d. Administrative data relating to Department classification guides is contained in enclosure (5).

e. A sample security classification guide is provided in enclosure (6).

6. Applicability. This instruction applies to all Department activities which originate, handle or receive classified information.

7. Action

a. Officials designated in Exhibit 6A of reference (a) as OCAs will comply with this instruction and the procedures outlined in enclosures (2) through (5).

b. All Department personnel responsible for producing classified information will use the classification guides issued under this instruction to derivatively classify Department national security information.

ROY D. NEDROW
Special Assistant for Naval Investigative
Matters and Security

Distribution:

SNDL Parts 1 and 2
MARCORPS Code PCN 21800150000

Chief of Naval Operations (N09N2)
Washington Navy Yard Building 111
901 M St SE
Washington DC 20350-5021 (100 copies)

Chief of Naval Operations (N09B34)
2000 Navy Pentagon
Washington DC 20350-5000 (257 copies)

SECNAV/OPNAV Directives Control Office
Washington Navy Yard Building 200
901 M St SE
Washington DC 20374-5074 (30 copies)

Commanding General
Marine Corps Logistics Base
Mark for: Pubs Stock Warehouse 1221
Section 5
Albany GA 31704-5000 (2,000 copies)

CMC
Headquarters U.S. Marine Corps (ARE)
2 Navy Annex Room 1309
Washington DC 20380-1775 (55 copies)

Distribution Continued on Next Page

OPNAVINST 5513.1E
16 October 1995

Copy to:
Director
Defense Technical Information Center
Code DTIC-ZM
Building 5 Cameron Station
Alexandria VA 22304-6145

Director for Industrial Security
Defense Investigative Service
1340 Braddock Place
Alexandria VA 22314-1651 (12 copies)

Directorate for Freedom of Information
and Security Review
OATSD (Public Affairs)
Washington DC 20301-1400

Director
Advanced Research Projects Agency
Code S&IO
3701 North Fairfax Drive
Arlington VA 22203-1714

Order from:
Naval Inventory Control Point
Cog "I" Material
700 Robbins Avenue
Philadelphia PA 19111-5098

Stocked: 300 copies

OCT 16 1995

**LIST OF DEPARTMENT OF THE NAVY SECURITY CLASSIFICATION
GUIDE INSTRUCTIONS**

OPNAV Instruction 5513.1E: Department of the Navy Security Classification Guides. (Assigns specific responsibilities for security classification guide preparation, updating procedures, and general administration).

OPNAV Instruction C5513.2B: Air Warfare Programs.

OPNAV Instruction S5513.3B: Surface Warfare Programs.

OPNAV Instruction S5513.4D: General Intelligence, Cover and Deception, Security and Investigative Programs.

OPNAV Instruction S5513.5B: Undersea Warfare Programs.

OPNAV Instruction S5513.6C: Communications and Satellite Programs.

OPNAV Instruction S5513.7C: Mine Warfare Programs.

OPNAV Instruction S5513.8B: Electronic Warfare Programs.

OPNAV Instruction S5513.9B: Nuclear Warfare Programs.

OPNAV Instruction 5513.10B: Advanced Technology and Miscellaneous Programs.

OPNAV Instruction 5513.11A: Ground Combat Systems.

OPNAV Instruction 5513.12B: Intelligence Research Projects.

OPNAV Instruction 5513.13B: Non-Acoustic Anti-Submarine Warfare (NAASW) Programs.

OPNAV Instruction 5513.14: Space Programs.

OPNAV Instruction 5513.15B: Naval Special Warfare Programs.

OPNAV Instruction 5513.16: Continued Protection and Systematic Declassification Review and Downgrading Guidance.

Enclosure (1)