



DEPARTMENT OF THE ARMY
HEADQUARTERS, JOINT READINESS TRAINING CENTER AND FORT POLK
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FORT POLK, LOUISIANA 71459-5339

AFZX-GS

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MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Command Policy Memorandum G2-02 Joint Readiness Training Center (JRTC) and Fort Polk North Atlantic Treaty Organization (NATO) Security Handling Policy

1. References.

a. Allied Communications Publication 122, NATO Supplement No. 2, 15 October 1979, subject: Handling of ATOMAL Information Within Classified Communications Centers (ACP 122 NATO SUPP-2A)

b. AR 380-5, Information Security, 29 September 2000.

c. NATO security Policy Document C-M(2002)49, 17 June 2002, subject: Security Within the North Atlantic Treaty Organization (NU).

d. United States Security Authority for NATO Affairs (USSAN) Instruction 1-07, 5 April 2007, subject: U.S. Implementation of NATO Security Procedures (NU).

e. DoD 5200.01 V1-4 Information Security Program, 24 February 2012.

2. Purpose. To establish guidance for the proper handling of NATO classified accountable material at the JRTC and Fort Polk. Given the proliferation of communication systems such as CENTRIX on which NATO classified and accountable material is readily available, this policy is intended to ensure that all using units and agencies understand the unique requirements to properly obtain, protect and use this category of classified material.

3. Applicability. This policy applies to all units under the Commanding General, Joint Readiness Training Center and Fort Polk ADCON/Title 10 or training and readiness authority, including tenant units.

4. Definition. NATO classified and accountable material is sensitive information shared among NATO allies. These documents are NATO property and must not be made public without NATO permission. In general documents with NATO markings (COSMIC TOP SECRET (CTS), COSMIC TOP SECRET ATOMAL (CTSA), NATO SECRET (NS), NATO CONFIDENTIAL (NC), and NATO RESTRICTED (NR)) are not cleared for release unless properly marked with the appropriate RELEASABLE TO (REL) annotated caveat. United States (US) treats NATO Restricted material the same as US Confidential.

5. NATO classified material has been successfully managed from the Alliance Headquarters to various using activities for over 60 years, using a system of registries, sub-registries, control points and other user offices. NATO is an International Treaty Organization of which the US is a signatory member by international treaty. Therefore, NATO classified material as controlled by international treaty (including such subordinate coalitions as International Security Assistance Force (ISAF)), is a more restrictive type of classified material than US government classified. It is more restrictive in its determination of need-to-know, access requirements, handling and accountability, printing and transmission, storage and destruction. It has unique education and indoctrination requirements. It requires unique reporting, investigation and closure of security violations. Security violations must be referred back through the system of registries to the (NATO) Central US Registry (CUSR) and potentially, all the way back to the Alliance Headquarters and the actual document originator for incident closure. So literally a security violation pertaining to a NATO classified material is an international incident requiring notification back to the CUSR within 72 hours of discovery.
6. At Fort Polk, the Registry for NATO classified accountable material will reside in the G2. For collateral NATO classified (NS, NC and NR) there will be a presence in Building 350. For higher NATO classifications (CTS and CTSA), there will be a presence in the Fort Polk Sensitive Information Facility (SCIF) building 2759. The Registry is responsible for the receipt, accounting, handling, distribution and destruction of NATO classified accountable material.
7. Organizations and offices with a need for the use of NATO classified accountable material must be nominated to the Fort Polk Control Point at G2. The Fort Polk Control Point will establish various User Offices, as necessary. The Control Point and User Offices are responsible for the proper receipt, accounting, handling, distribution and destruction of NATO classified accountable material.
8. For additional information, contact the NATO Control Officer, Mr. Lane Killen, jack.killen@us.army.mil, or (337) 531.1346/DSN 863.1346.
9. This policy remains in effect until superseded or rescinded.



WILLIAM B. HICKMAN
Brigadier General, USA
Commanding

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