



# governmentattic.org

*"Rummaging in the government's attic"*

Description of document: Listing of Central Intelligence Agency (CIA) agency-wide regulatory issuances and the policy covering The Agency Regulatory System, 2003-2021

Requested date: 25 May 2014

Release date: 10-February-2022

Posted date: 07-March-2022

Source of document: Information and Privacy Coordinator  
Central Intelligence Agency  
Washington, D.C. 20505  
Fax: 703-613-3007  
[Online Email Request Submission Forms](#)

Note: FOIA Requests are only being accepted via email during COVID-19 pandemic

The governmentattic.org web site ("the site") is a First Amendment free speech web site and is noncommercial and free to the public. The site and materials made available on the site, such as this file, are for reference only. The governmentattic.org web site and its principals have made every effort to make this information as complete and as accurate as possible, however, there may be mistakes and omissions, both typographical and in content. The governmentattic.org web site and its principals shall have neither liability nor responsibility to any person or entity with respect to any loss or damage caused, or alleged to have been caused, directly or indirectly, by the information provided on the governmentattic.org web site or in this file. The public records published on the site were obtained from government agencies using proper legal channels. Each document is identified as to the source. Any concerns about the contents of the site should be directed to the agency originating the document in question. GovernmentAttic.org is not responsible for the contents of documents published on the website.



10 February 2022

Reference: F-2014-01704

Dear Requester:

This letter is a final response to your 25 May 2014 Freedom of Information Act (FOIA) request for:

1. **A copy of the listing or listings extracted from the database of CIA agency-wide regulatory issuances.**
2. **A copy of any policy or policies concerning CIA agency-wide regulatory issuances.**

We processed your request in accordance with the FOIA (5 U.S.C. § 552, as amended, and the CIA Information Act, 50 U.S.C. § 3141, as amended).

With regard to Item 1, we completed a thorough search for records responsive to your request and located one document, which can be released in segregable form with deletions made on the basis of FOIA exemption (b)(3). Exemption (b)(3) pertains to information exempt from disclosure by statute. The relevant statutes are Section 6 of the Central Intelligence Agency Act of 1949, as amended, and Section 102A(i)(1) of the National Security Act of 1947, as amended.

As the CIA Information and Privacy Coordinator, I am the CIA official responsible for these determinations. You have the right to appeal this response to the Agency Release Panel, in my care, within 90 days from the date of this letter. Please explain the basis for your appeal.

With regard to Item 2, we reviewed our database of previously released documents and located one document, which we believe is responsive to your request. A copy of this document is enclosed at Tab B.

Please be advised that you may also seek dispute-resolution services from the CIA FOIA Public Liaison or from the Office of Government Information Services (OGIS) of the National Archives and Records Administration. OGIS offers mediation services to help resolve disputes between FOIA requesters and Federal agencies.

To contact <b>CIA</b> directly with questions or to appeal the CIA's response to the Agency Release Panel:	To contact the <b>Office of Government Information Services (OGIS)</b> for mediation or with questions:
Information and Privacy Coordinator Central Intelligence Agency Washington, DC 20505 TEL: (703) 613-1287 FAX: (703) 613-3007	Office of Government Information Services National Archives and Records Administration 8601 Adelphi Road – OGIS College Park, MD 20740-6001 TEL: (202) 741-5770 FAX: (202) 741-5769 / <a href="mailto:ogis@nara.gov">ogis@nara.gov</a>

Sincerely,

A handwritten signature in black ink, appearing to read "Andra Barker". The signature is written in a cursive, flowing style.

Andra Barker  
Acting Information and Privacy Coordinator

Enclosures

**TAB A**

		(b)(3)
AR 30-1	AR 30-1 - GENERAL	7/17/2009 10:51
AR 30-2	AR 30-2 - APPROVAL, CERTIFICATION, AND DOCUMENTATION OF DISBURSEMENTS AND OTHER FINANCIAL TRANSACTIONS	7/17/2009 11:52
AR 30-3	AR 30-3 - CONTROL OF FUNDS : ALLOTMENTS AND OBLIGATIONS	7/16/2009 13:52
		(b)(3)
AR 30-5	AR 30-5 - CUSTODY OF FUNDS	7/20/2009 6:10
AR 30-6	AR 30-6 - ADVANCES	7/28/2009 10:54
		(b)(3)
AR 30-8	AR 30-8 - FINANCIAL ADMINISTRATION	7/28/2009 10:54
AR 30-8	AR 30-8 - SETTLEMENT OF ACCOUNTS INVOLVING SHORTAGES OR OVERAGES OF OFFICIAL FUNDS	7/28/2009 10:54
		(b)(3)
AR 30-11	AR 30-11 - SUBSISTENCE EXPENSES INCIDENT TO ATTENDANCE AT MEETINGS	7/28/2009 11:03
		(b)(3)
AR 30-16	AR 30-16 - COLLECTION AND SETTLEMENT OF DEBTS DUE THE AGENCY	7/28/2009 11:10
		(b)(3)
AR 30-19	AR 30-19 - GIFTS TO CIA	7/28/2009 11:11
		(b)(3)
		(b)(3)
AR 45-4	AR 45-4 - OFFICIAL TRANSPORTATION IN THE METROPOLITAN WASHINGTON AREA	7/27/2009 12:10
AR 45-5	AR 45-5 - SHIPMENT OF GOVERNMENT PROPERTY	7/27/2009 12:12
		(b)(3)
AR 45-9	AR 45-9 - PRINTING, PHOTOGRAPHIC, AND REPRODUCTION SERVICES	7/28/2009 6:25
		(b)(3)
AR 45-13	AR 45-13 - ACCOUNTING FOR LOST, DAMAGED, AND DESTROYED GOVERNMENT PROPERTY	7/28/2009 6:47
		(b)(3)
AR 45-19	AR 45-19 - EMPLOYEE RESPONSIBILITY FOR LOST, DAMAGED, OR DESTROYED PRIVATE PROPERTY	7/28/2009 7:26
		(b)(3)
		(b)(3)
AR 51-4	AR 51-4 - COORDINATION OF FINISHED INTELLIGENCE PUBLICATIONS	7/23/2009 11:18
		(b)(3)
		(b)(3)
AR 70-1	AR 70-1 - INFORMATION MANAGEMENT PROGRAM	7/28/2009 9:43
AR 70-1	AR 70-1 - RECORDS AND INFORMATION RESOURCE MANAGEMENT PROGRAM	7/28/2009 9:43
AR 70-2	AR 70-2 - CREATION OF AGENCY RECORDS	7/28/2009 9:43
AR 70-2	AR 70-2 - IDENTIFICATION OF RECORDS NONRECORDS AND PERSONAL PAPERS	7/28/2009 9:43
		(b)(3)
AR 70-4	AR 70-4 - HISTORICAL RECORDS POLICY BOARD	7/28/2009 9:43
AR 70-4	AR 70-4 - MAINTENANCE OF AGENCY RECORDS	7/28/2009 9:43
		(b)(3)
AR 70-6	AR 70-6 - DISPOSITION OF AGENCY RECORDS	7/28/2009 9:43
AR 70-12	AR 70-12 - RECORDS VALIDATION OFFICER	7/28/2009 9:43
AR 70-18	AR 70-18 - ELECTRONIC TRANSMISSION AND MANAGEMENT OF RECORDS	7/28/2009 9:57
AR 70	AR 70 - TABLE OF CONTENTS	7/28/2009 9:43
		(b)(3)

		(b)(3)
AR 5-1	AR 5-1 - THE AGENCY REGULATORY SYSTEM	7/27/2009 5:18
AR 6-2	AR 6-2 - AGENCY REVIEW OF MATERIAL INTENDED FOR NONOFFICIAL PUBLICATION	7/27/2009 5:23
AR 7-7	AR 7-7 - SERVICE OF PROCESS AND PARTICIPATION IN RELATED LEGAL PROCEEDINGS	7/24/2009 12:32
AR 7-8	AR 7-8 - RESPONSE BY EMPLOYEES AND FORMER EMPLOYEES TO SUBPOENAS, ORDERS, AND OTHER DEMANDS BY COURTS OR OTHER AUTHORITIES	7/24/2009 12:32
AR 7-9	AR 7-9 - LEGAL REPRESENTATION PROVIDED TO AGENCY EMPLOYEES	7/24/2009 12:32
		(b)(3)
AR 7-16	AR 7-16 - EMPLOYEE INVENTIONS	7/24/2009 12:45
AR 7-17	AR 7-17 - INDEMNIFICATION AGREEMENTS	7/24/2009 12:45
AR 9-2	AR 9-2 - HARASSMENT COMPLAINT SYSTEM	7/27/2009 6:08
AR 10-3	AR 10-3 - POLYGRAPH	7/24/2009 10:01
AR 10-6	AR 10-6 - SECURITY EDUCATION AND TRAINING	7/24/2009 10:01
AR 10-7	AR 10-7 - SECURITY AGREEMENTS	7/27/2009 5:28
		(b)(3)
AR 10-13	AR 10-13 - PROTECTION OF INFORMATION AND MATERIAL WITHIN AGENCY FACILITIES	7/24/2009 8:26
AR 10-16	AR 10-16 - APPEAL OF PERSONNEL SECURITY DECISIONS	7/24/2009 9:13
AR 10-19	AR 10-19 - EMPLOYEE EMERGENCIES, UNFORSEEN ABSENCES, AND DEATHS	7/24/2009 9:14
AR 10-19	PROCEDURES FOR REPORTING UNFORESEEN ABSENCES, EMERGENCIES, AND DEATHS	2/25/2009 14:57
		(b)(3)
AR 15-2	AR 15-2 - EMPLOYEE ASSISTANCE PROGRAM	7/24/2009 12:54
AR 18-1	AR 18-1 - GENERAL	7/24/2009 13:03
AR 18	AR 18 - TABLE OF CONTENTS	7/24/2009 13:03
AR 20-1	AR 20-1 - Human Resource Management Administration	7/13/2009 9:56
AR 20-28	AR 20-28 - VOLUNTARY SEPARATIONS	7/13/2009 14:06
AR 22-1	AR 22-1 - GENERAL	7/28/2009 12:54
AR 22-2	AR 22-2 - APPLICATION	7/20/2009 7:32
AR 22-3	AR 22-3 - DEFINITIONS	7/23/2009 5:29
		(b)(3)
AR 22-5	AR 22-5 - AUTHORIZATIONS	7/23/2009 5:41
AR 22-7	AR 22-7 - SUBSISTENCE	7/28/2009 12:07
AR 22-8	AR 22-8 - TRAVEL AND TRANSPORTATION EXPENSES	7/28/2009 12:08
		(b)(3)
AR 22-11	AR 22-11 - ACCOMMODATIONS	7/28/2009 10:57
AR 22-11	AR 22-11 - Instruction Sheet	7/16/2009 13:21
AR 22-11	AR 22-11 - TRAVEL	7/28/2009 10:19
		(b)(3)
AR 22-15	AR 22-15 - TRAVEL	7/23/2009 14:18
		(b)(3)
AR 22-20	AR 22-20 - TIME LIMITS	7/28/2009 10:57
		(b)(3)

(b)(3)

(b)(3)



(b)(3)

**TAB B**

~~ADMINISTRATIVE - INTERNAL USE ONLY~~

Date: 05/28/2003 (Regulations may contain various dates)

Category: 5 - Publications

OPR: GS

Title: AR 5-1 THE AGENCY REGULATORY SYSTEM

(b)(3)

*This regulation was revised*   
*(secure).*

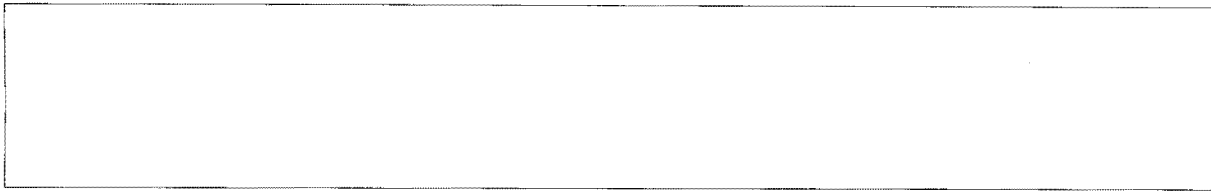
(b)(3)

## 1. THE AGENCY REGULATORY SYSTEM

**SYNOPSIS.** This regulation prescribes policy and responsibilities regarding management of the Agency regulatory system.

- a. **AUTHORITY.** In accordance with AR 1-1Notes Link, Agency regulations are issued pursuant to the National Security Act of 1947, as amended; the Central Intelligence Agency Act of 1949, as amended; Executive Order 12333; and other applicable law or directives.
- b. **DEFINITIONS**
  - (1) **AGENCY REGULATIONS (ARs)** are Agency-wide directives of a continuing nature that prescribe Agency policies, implement and define authorities, and assign responsibilities.

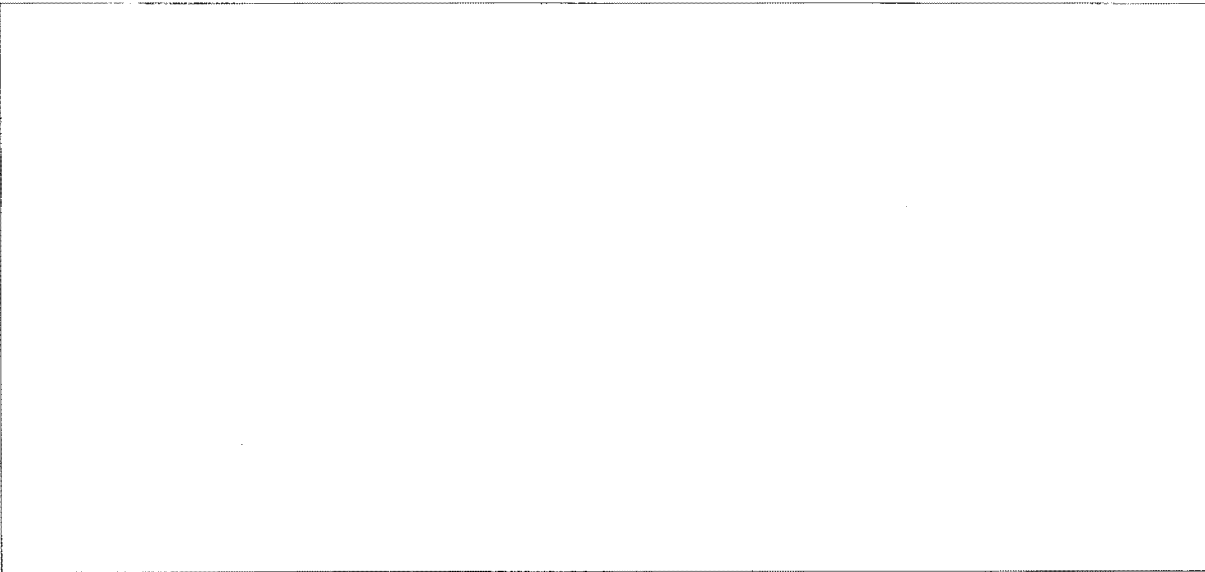
- (2) **AGENCY NOTICES (ANs)** are used to announce new or modified Agency-wide policy and explain changes to existing policy that are either time-critical or temporary in nature. Policy of a continuing nature and changes to policy that are not time-critical should be written directly into the appropriate ARs. Agency notices will contain an expiration date. Before the expiration date expires, new or modified policy will be incorporated into appropriate regulation(s) or reissued. Agency policy set forth in an AN that expires without being reissued or incorporated into an AR, ceases to be Agency policy upon the date of expiration contained in the notice. ANs have the force and effect of Agency regulations.
- (3) **AGENCY HANDBOOKS (AHBs)** are used to provide instruction, guidance, and explain procedures with respect to the policies prescribed in ARs and ANs. AHBs do not have the force of Agency regulations or notices.
- (4) **AGENCY REGULATORY SYSTEM** consists of an automated regulatory coordination process [redacted] electronic databases for the formal coordination and posting of regulatory issuances as defined by this regulation, and records repositories containing historical information about past regulatory issuances. (b)(3)
- (5) **EMPLOYEE BULLETINS (EBs)** are corporate statements used to reiterate existing policy or to notify employees of important programs or activities. EBs are not regulatory issuances and, therefore, do not contain new or revised policy. Current EBs are contained in an electronic Lotus Notes database. Other informal items of general interest to employees can be submitted through the Office of Public Affairs for publication.
- (6) **OFFICE OF PRIMARY RESPONSIBILITY (OPR)** is the component representative responsible and accountable for initiating, coordinating, and managing the dissemination of new or revised regulatory issuances. The OPR is generally the office charged with implementing the policy statement.
- (7) **REGULATORY AUTHENTICATOR** is responsible for the final review of all ARs and ANs prior to publication. The final review will ensure clarity and readability of regulatory issuances.
- (8) **REGULATORY ISSUANCES** are ARs and ANs containing Agency policy and/or guidance that are a part of the Agency regulatory system. Regulatory issuances should contain only necessary policy statements and be written in plain English language. Details of process or procedures necessary to carry out the policy statement should not be written into the AR or AN but placed into other supporting documentation such as AHBs, EBs, Component Instructions, or other format as determined appropriate by the OPR. (b)(3)
-



(b)(3)

**c. GENERAL**

- (1) ARs and ANs are policy directives that include Agency policies:
  - (a) Agency policies required by law and/or to implement the authorities of the Director of Central Intelligence (DCI).
  - (b) Essential for the health and safety of Agency resources; and
  - (c) Essential for standardization of Agency activity.
- (2) All ARs and ANs are to be coordinated before publication. Agency coordinators will



(b)(3)

- (4) Pen and Ink changes are used to provide clarity to existing policy in regulatory issuances. The OPR is responsible  for providing a copy of  when the Pen and Ink change is submitted for publication. No new or revised policy will be implemented by a Pen and Ink change.
- (5) AHBs, created by OPRs, are generally not subject to formal coordination, and are not considered to be part of the regulatory issuance. However, an OPR may  include an AHB as part of the Agency's regulatory system for information purposes if:
  - (a) An AR or AN specifically references or cites the AHB;
  - (b) The AHB presents information employees need to effectively carry out the policies set forth in the AR or AN; and

(b)(3)  
(b)(3)

(b)(3)



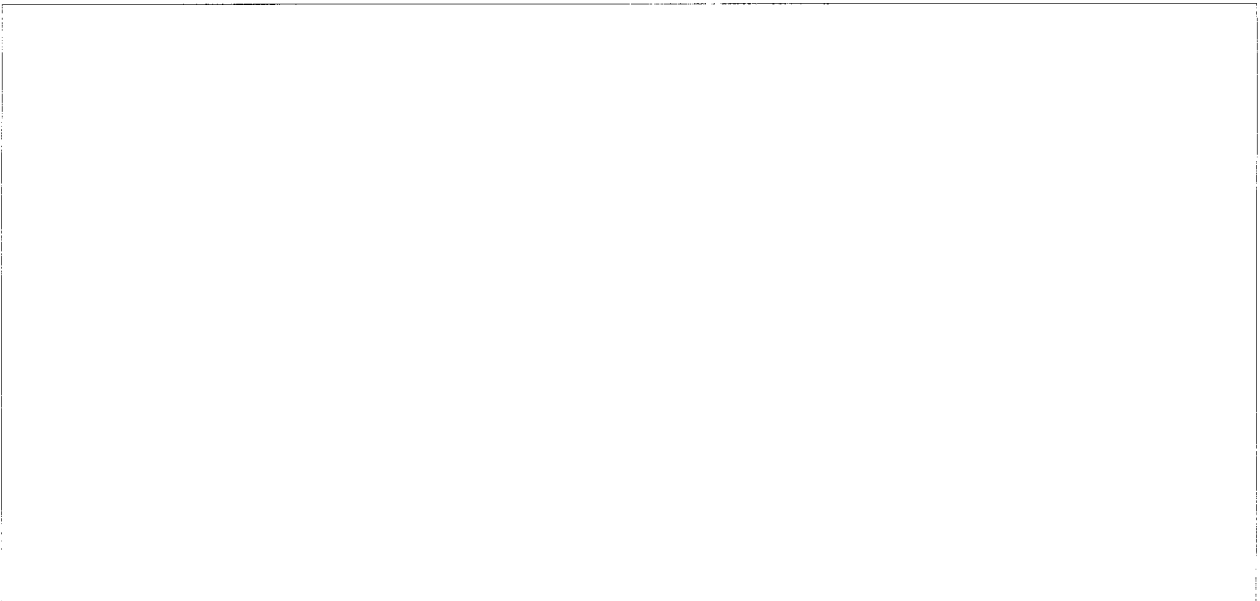
(b)(3)

**d. RESPONSIBILITIES**

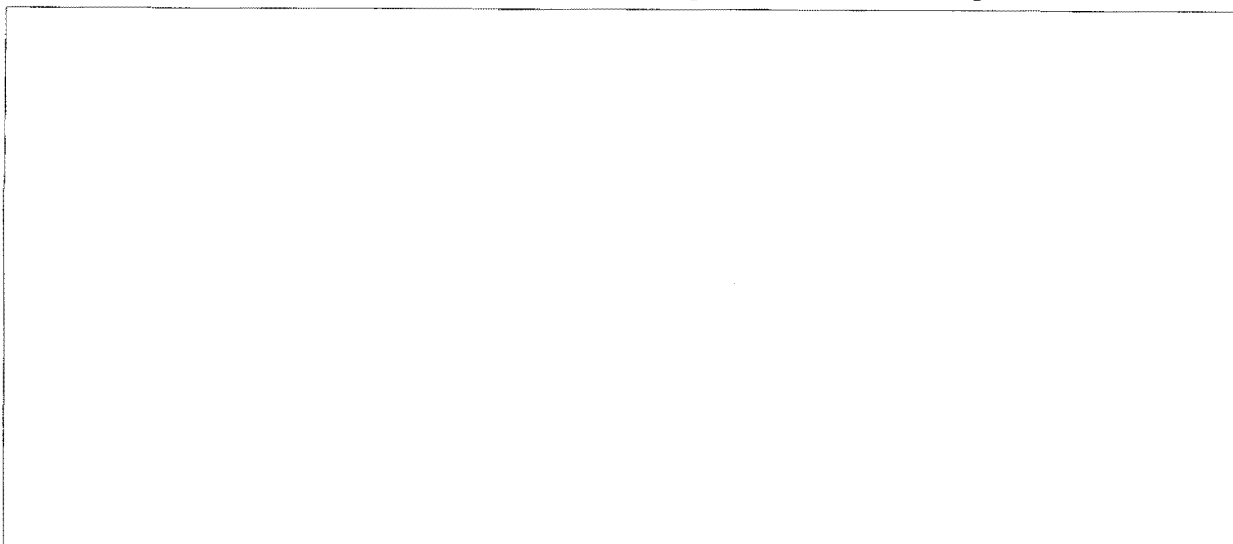
- (1) **CHIEF, GLOBAL SUPPORT.** The Chief, Global Support (C/GS) will manage and administer the Agency regulatory system including selection of one or more Regulatory Authenticators.
- (2) **OFFICE OF PRIMARY RESPONSIBILITY.** An OPR will:
  - (a) Initiate new or revised regulatory issuances.
  - (b) Review existing regulations at least on an annual basis to ensure they reflect current legal requirements and Agency policy.
  - (c) Monitor changes in Federal laws, Executive orders, Presidential directives, and other applicable directives and incorporate applicable portions into the appropriate regulation(s) in a timely manner.
  - (d) Coordinate proposed regulatory issuances in accordance with this regulation.
  - (e) Obtain concurrence from any other component that has related or interdependent responsibilities and functions.
  - (f) Resolve any differences among coordinators.
  - (g) Forward fully coordinated proposals [redacted] for verification and further processing.
  - (h) Develop procedures to ensure effective implementation of regulatory issuances and, as necessary, include these procedures in other publications.
  - (i) Determine if the information contained in ANs should be sent to employees in the domestic and foreign fields or advertised through one of the informal communication mechanisms (for example, EBs). Prepare cables for dissemination of information as appropriate.
  - (j) Inform [redacted] of any changes in initiators. (An initiator is an OPR focal point that creates or revises regulatory issuances in the automated Regulatory Coordination database, as defined in paragraph b(4) above.)

(b)(3)  
(b)(3)

(b)(3)  
(b)(3)

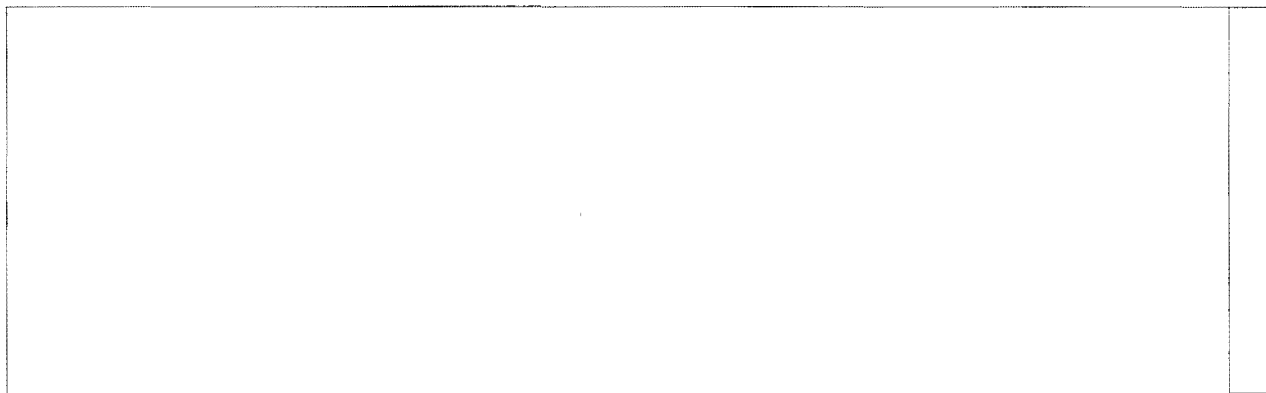


(3) Provide advice and recommendations concerning the regulatory coordination process, the content of the Regulatory Repository, and related topics.



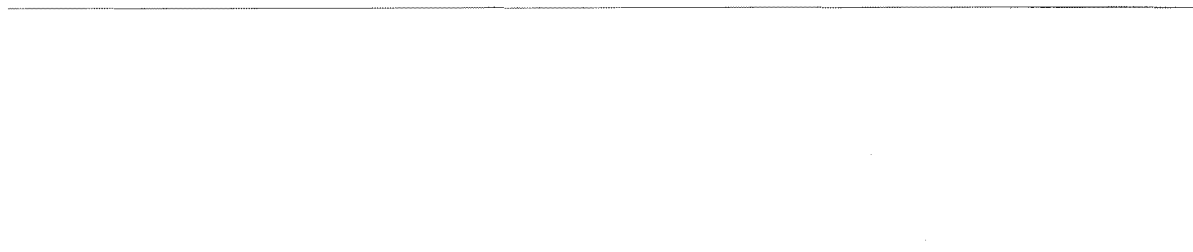
(b)(3)

**e. APPROVAL**



((b)(3)

**f. WAIVER**



(b)(b)(3)