



September 23, 2022

Departmental
Administration

Office of the
Assistant
Secretary
for Administration

1400
Independence
Avenue, SW
Washington, DC
20250-9600

**MEMORANDUM FOR DIRECTOR, INFORMATION SECURITY
OVERSIGHT OFFICE (ISOO)**

From: Matt Allen

Senior Agency Official

Director, Office of Homeland Security (OHS)

MATTHEW ALLEN

Digitally signed by MATTHEW
ALLEN

Date: 2022.09.23 11:37:47 -04'00'

REFERENCES:

- (a) 32 C.F.R. 2001.16, "Fundamental Classification Guidance Review."
- (b) Executive Order 13526- Classified National Security Information
- (c) Information Security Oversight Office (ISOO) FY 2022 Fundamental Classification Guidance Review of 9 December 2021

SUBJECT: FY 2022 Fundamental Classification Guidance Review (FCGR)

On March 17, 2016, the Information Security Oversight Office (ISOO) provided guidance concerning the FY 2017 Fundamental Classification Guidance Review (FCGR). From March 2016 to June 2017, USDA revalidated its FCGR completed in 2017. USDA has not issued any new classification guidance since the 2017 report. We have validated its 8 classification topics and verified that its classification guidance conforms to current operational circumstances, meets the standards for classification under Executive Order (E.O.) 13526, and meets their intent as written. Additionally, dissemination and availability of the classification guidance is appropriate, timely, and effective.

USDA classification guidance review is as follows:

- The number of classification guides reviewed; **1**
- The number of classification guides cancelled: **0**
- The number of classification guides modified: **0**
- The number of classification guides consolidated; **0**
- The number of classification guides provided to users in electronic format: **1**
- Classifications challenges since last FCGR: **0**

My point of contact for questions concerning this submission is Craig Aughe, Senior Information Security Specialist at craig.aughe1@usda.gov or 202-897-5324.

Enclosure:

FY 2022 - Final Report Fundamental Classification Guidance Review (FCGR)

FY 2022
Fundamental Classification Guidance Review (FCGR)
Status Report #2

Section A: Identifying Information			
Agency:	US Department of Agriculture	Date:	Sept 23, 2022
Name and Title/Position of Senior Agency Official:		Matthew Allen, Director, Office of Homeland Security	
Name, Title/Position, Phone Number, and E-Mail Address of FCGR Point of Contact:		Craig Aughe, Senior Information Security Specialist; 202-897-5324; craig.aughe1@usda.gov	

Section B: Classification Guides in Electronic Format	
B-1. Does your agency maintain classification guides in electronic format?	Yes
B-1a. If so, are your agency's classification guides provided to users in a machine-readable electronic format? Please explain in the comments section below.	Yes
B-1b. If all of your agency's classification guides are not maintained in a machine-readable electronic format, do you plan to put them in a machine-readable electronic format as part of the FCGR process? Please explain in the comments section below.	N/A
B-1c. What is the total number of classification guides currently maintained by your agency in an electronic format at the end of the current FY 2022 FCGR, expressed as a raw number and as a percentage of the total number of classification guides? Please explain in the comments section below.	1
B-2. Does your agency use an electronic marking tool to mark classified information in accordance with the appropriate classification guide? Please identify the electronic marking tool(s) used by your agency.	Yes
B-2a. If so, what metadata standard does your electronic marking tool use to mark classified information in accordance with the appropriate classification guide? Please explain in the comments section below.	Yes
B-2b. If your agency uses an electronic marking tool, does the electronic marking tool apply electronic markings in a machine-readable electronic format? Please explain in the comments section below.	Yes

Section C: FCGR Review Process	
C-1. Was a working group formed to conduct the review?	Yes
C-2. If yes, did the working group include technical experts or others familiar with the machine-readable formats and digital metadata standards used by your agency to provide and implement classification guidance and the electronic marking of classified information? Please describe the process in the comments section below.	Yes
C-3. If yes, did the technical experts familiar with these issues come from the offices of the Chief Data Officer (CDO), the Chief Technical Officer (CTO), or the Chief Information Officer (CIO)? Please explain in the comments section below.	Yes

C-3a. If no, please describe the process used to determine how your agency maintains classification guidance in electronic format, and the electronic marking of classified information. Is your agency considering including the offices of the CDO, CTO, or CIO in the creation and maintenance of future classification guidance?	N/A
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Section D: Training

D-2. For the period under review, did agency personnel receive any training in the use of electronic classification marking tools? If so, describe the training in the comments section below.	No
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Section E: Comments

<p>B-1a. SCG available in pdf format.</p> <p>B-1c. USDA maintains one SCG available in pdf format.</p> <p>B-2. USDA has Homeland Secure Data Network (HSDN) and Joint Worldwide Intelligence Communications System (JWICS) capabilities which have electronic marking tool capabilities.</p> <p>B-2a. The capabilities are provided and maintained by Department of Homeland Security (DHS) for HSDN and Office of Director of National Intelligence (ODNI).</p> <p>B-2b. Yes; The capabilities are provided and maintained by Department of Homeland Security (DHS) for HSDN and Office of Director of National Intelligence (ODNI).</p> <p>C-2. The USDA SCG is currently under review using SMEs from various agencies in USDA. The current SCG is being reviewed to identify elements requiring protection more specifically at applicable levels as well as incorporating recent security assessment information for BSL 5 facility.</p> <p>C-3. No issues identified.</p>
