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A

Access	The ability and opportunity to gain knowledge of classified information.
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C

CDSE	See Center for Development of Security Excellence
Center of Development of Security Excellence	Provides security education and training to Department of Defense and other U.S. Government personnel, DoD contractors, and sponsored representatives of foreign governments.
Classification	The determination that information requires protection in the interest of national security.
Classification Guidance	See Security Classification Guidance
Classified Information	Information that has been determined, pursuant to Executive Order 12958 or any predecessor order, or pursuant to the Atomic Energy Act of 1954, to require protection against unauthorized disclosure and is marked to indicate its classified status when in documentary form.
Classifier	An individual who makes a classification determination and applies a security classification to information or material.
Compilation	Items of information that are individually unclassified or classified at a lower level, may be classified, or classified at a higher level, only if the compiled information reveals an additional association or relationship.
Confidential	Information or material of which unauthorized disclosure could reasonably be expected to cause damage to national security that the Original Classification Authority is able to identify or describe.

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D

DCSA	See Defense Counterintelligence Security Agency
Declassification	An authorized change in status of information from classified to unclassified.
Defense Counterintelligence and Security Agency	Formerly Defense Security Service (DSS); an agency of the Department of Defense located in Quantico, Virginia with field offices throughout the United States. The Under Secretary of Defense for Intelligence provides authority, direction and control over DCSA. DCSA provides the military services, Defense Agencies, 32

D	
	federal agencies and approximately 13,500 cleared contractor facilities with security support services.
Department of Defense	The largest Cognizant Security Agency (CSA) with the most classified contracts with industry.
Department of Energy	The Department of Energy's (DOE) overarching mission is to advance the national, economic, and energy security of the United States (U.S.), promote scientific and technological innovation in support of that mission, and ensure the environmental cleanup of the national nuclear weapons complex.
Derivative Classification	Incorporating, paraphrasing, restating, or generating in new form information that is already classified, and marking the newly developed material consistent with the classification markings that apply to the source information.
Derivative Classifiers	All cleared DoD and authorized contractor personnel who generate or create new material from sources which are already classified.
Designate Classification Level	A step in the original classification process that identifies the sensitivity of information relative to the decision about which classification level it should receive: Confidential, Secret, or Top Secret.
Document	Any physical medium in or on which information is recorded or stored, to include written or printed matter, audiovisual materials, and electromagnetic storage material.
DoD	See Department of Defense
DoDM	Department of Defense Manual
DoDM 5200.45	Instructions for Developing Security Classification Guides, lists the minimum information SCGs must contain.
DoE	See Department of Energy
Downgrading	A determination by an OCA or declassification authority that information classified and safeguarded at a specified level shall be classified and safeguarded at a lower level.
Duration	A determination made regarding how long information is to be protected (i.e., when the information will lose its sensitivity and no longer merit or qualify for classification).

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E	
E.O.	See Executive Order
E.O. 13526	Establishes the legal authority for certain officials within the Executive Branch of the Federal government to designate classified national security information.
Executive Order	An order issued by the President to create a policy and regulate its administration within the Executive Branch.

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Formerly Restricted Data	Data removed from the RD category upon joint determination by the DOE and DoD that such data relates primarily to the military utilization of atomic weapons and can be adequately safeguarded as classified information. However, such information is treated the same as RD for purposes of foreign dissemination.
FRD	See Formerly Restricted Data

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Government Information (Official)	A step in the original classification process; for information to be identified as official, it must be owned by, produced by or for, or under the control of the U.S. Government.
Guidance	A step in the original classification process that designates the information as classified and communicates that decision to individuals who use the information.

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Human Intelligence	Category of intelligence derived from information collected and/or provided by human sources.
HUMINT	See Human Intelligence

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I

Impact	A step in the original classification process that assesses the probable operational, technological, and resources of classification.
Information	Knowledge that can be communicated, and documentary material, regardless of its physical form or characteristics, that is owned by, produced by or for, or is under the control of the U.S. Government.
Information Security Oversight Office	Develops and issues implementing guidance and is responsible for implementing and monitoring the National Industrial Security Program.
Interagency Security Classification Appeals Panel	A Presidential panel that decides on certain classification and declassification issues.
ISCAP	See Interagency Security Classification Appeals Panel
ISOO	See Information Security Oversight Office

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National Security	Information relating to the national defense or foreign relations of the United States.
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“Owned by”	Information that belongs to the U.S. Government.
OCA	See Original Classification Authority
Office of the Secretary of Defense	Responsible for policy development, planning, resource management and program evaluation. Includes the offices of top civilian defense decision makers with regard to personnel, weapons acquisition, research, intelligence and fiscal policy, as well as offices the Secretary establishes to assist in carrying out assigned responsibilities.
Operational Factors	Classifying information impacts mission operations and the availability of information needed to accomplish mission objectives.
Original Classification	An initial determination that information requires, in the interests of national security, protection against unauthorized disclosure.
Original Classification Authority	An individual authorized in writing, either by the President, the Vice President, or by agency heads or other officials designated by the President, to originally classify information.
OSD	See Office of the Secretary of Defense

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“Produced by”	Government-developed information
“Produced for”	When the government enters into an agreement through purchase, lease, contract, or receipt of the information as a gift.
Patent Secrecy Act of 1952	Allows the Secretary of Defense to determine that disclosure of an invention by granting a patent would be detrimental to national security.
Properly Marked Source Document	An authorized source of classification guidance used by a derivative classifier, from which information is extracted, paraphrased, restated, and/or generated in a new form for inclusion in another document.

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RD	See Restricted Data
Reclassification	To classify information again.
Restricted Data	All data (information) concerning the design, manufacture, or utilization of atomic weapons; the production of SNM; or the use of SNM in the production of energy. The term does not include data declassified or removed from the RD category pursuant to section 142 of the Atomic Energy Act of 1954, as amended.

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SCG	See Security Classification Guide
Scope of Authority	Possess authority to classify information at a specific classification level and lower.
Secret	Information or material of which unauthorized disclosure could reasonably be expected to cause serious damage to national security that the Original Classification Authority is able to identify or describe.
Security Classification Guidance/Guide	Any instruction or source that sets out the classification of a system, plan, program, mission, or project. Initially issued by an Original Classification Authority to document and disseminate classification decisions under their jurisdiction.
Security Manager	The individual specifically designated in writing and responsible for the activity's information security program, which ensures that classified information (except SCI which is the responsibility of the SSO appointed by the senior intelligence official) and CUI are properly handled during their entire life cycle. This includes ensuring information is appropriately identified, marked, stored, disseminated, disposed of, and accounted for, as well as providing guidance on the handling of security incidents to minimize adverse effects and ensure that appropriate corrective action is taken. The security manager may be assigned responsibilities in other security disciplines such as personnel and physical security, etc. The activity security manager implements the information security program guidance established by this Manual and the Component senior agency official.
Security Training, Education, and Professionalization Portal	The learning management system used by the Center for Development of Security Excellence (CDSE). STEPP maintains a list of courses as well as student information and course transcripts.

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STEPP	See Security Training, Education, and Professionalization Portal
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Technological Factors	Classifying certain types of information will have an impact on the information assurance systems in which it resides.
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Top Secret	Information or material of which unauthorized disclosure could reasonably be expected to cause exceptionally grave damage to national security that the Original Classification Authority is able to identify or describe.
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U

Unauthorized Disclosure	A communication or physical transfer of classified information to an unauthorized recipient.
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“Under the control”	The authority of the originating agency to regulate access to the information. The contractor, inventor, etc., agrees to have the U.S. Government place it under their control so that the information is eligible for protection through classification.
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