

PUBLIC AFFAIRS SECURITY AND POLICY REVIEW WORKSHEET			1. DATE NEEDED (10 Day Minimum)		SUBMITTER REFERENCE NO.	
NOTE: Application for Distribution A: Public Release Unlimited. Public release clearance is NOT required for material presented in a closed meeting and which will not be made available to the general public, on the Internet, in print or electronic media.						
2. USAF SUBMITTER			3. PRIMARY AUTHOR			
NAME			NAME			
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ORG/OFC SYM			ORG/OFC SYM			
E-MAIL			E-MAIL			
4. DOCUMENT TITLE						
5. CONFERENCE/EVENT/PUBLICATION/WEBSITE/PUBLIC WEB URL					EVENT/PUBLICATION DATE	
6. DOCUMENT TYPE					7. BUDGET CATEGORIES	
SELECT <input checked="" type="checkbox"/> <input type="checkbox"/> OTHER					SELECT <input checked="" type="checkbox"/> <input type="checkbox"/> OTHER	
8. NATIONAL SECURITY STATUTES/TECHNOLOGY ISSUES						
a. Are any aspects of this technology included in: U.S. Munitions List; ITAR 22, CFR Part 121; CCL; Technology Protection Plan, Security Classification Guide? (If YES, please explain rationale for release in block 9)			d. If this material results from an international agreement, is the USAF authorized to release program information? (If NO, please identify release authority organization in Block 9)			
<input type="checkbox"/> YES <input type="checkbox"/> NO			<input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> N/A			
b. Does this information meet the criteria for Distribution Statement "A" - unclassified, unlimited distribution? <input type="checkbox"/> YES <input type="checkbox"/> NO			e. If this is a joint program, does your organization maintain primary management responsibility and authority to release all information? (If NO, please provide name of lead organization/POC (i.e., DARPA, NASA, Army, etc..) in Block 9.			
c. Are any references classified or subject to distribution limitations? <input type="checkbox"/> YES <input type="checkbox"/> NO			<input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> N/A			
9. EXPLANATION (Additional comments, previous related cases, additional coordination accomplished/required; instructions on reverse)						
10. USAF ORIGINATOR/PROGRAM MANAGER (Required)			11. TECHNICAL REVIEW AND CERTIFICATION (Required)			
I certify the attached material is unclassified, technically accurate, contains no critical military technology, is not subject to export controls and is suitable for global public release.			I certify the information contained in the attached document is technically accurate; does not disclose classified, sensitive, or military critical technology, does not violate proprietary rights, copyright restrictions; and is not subject to export control regulations. I further certify that this information is suitable for public release.			
NAME			NAME			
ORGANIZATION		OFFICE SYMBOL	ORGANIZATION		OFFICE SYMBOL	
DATE			DATE			
SIGNATURE			SIGNATURE			
12. SECURITY MANAGER REVIEW (Required)			13. ADDITIONAL REVIEW			
Signature certifies that the information has been reviewed and the information contains no Operational Security issues or foreign disclosure issues.			I certify that this information is suitable for public release.			
NAME			NAME			
ORGANIZATION		OFFICE SYMBOL	ORGANIZATION		OFFICE SYMBOL	
DATE			DATE			
SIGNATURE			SIGNATURE			
14. PA USE ONLY		NOTES:				
<input type="checkbox"/> APPROVED	DATE	CASE NUMBER		PUBLIC AFFAIRS OFFICER		
<input type="checkbox"/> AS AMENDED						
<input type="checkbox"/> DISAPPROVED						

EXPLANATION (Continued)

INSTRUCTIONS FOR MINOT AFB SECURITY AND POLICY REVIEW WORKSHEET

Top of form:

1. List Date Needed: Allow 10 days for review, allow up to 45 days if forwarded for further coordination/approval or is a thesis. Include your organizational reference/tracking number (optional). Items already presented publicly won't be reviewed.
2. USAF Submitter Organization/Name/Phone/e-mail: Self explanatory. This e-mail address will receive notification when case is received and completed.
3. Author(s) Name/Office/Phone: List primary author's name, if multiple authors. This e-mail address will receive notification when case is received and completed.
4. Document Title: Self explanatory.
5. Conference/Event/Publication Name/Website URL. Identify date of event/publication.
6. Document type: Indicate the type of information to be reviewed from the pull down menu.
7. Identify the budget category or program element code associated with the weapon system from pull down menu.
8. National Security Statutes/Technology Issues:
 - a. Refer to the Electronic Code of Federal Regulations: <http://www.ecfr.gov>
and Export Administration Regulations Database: <http://www.bis.doc.gov>
 - U.S. Munitions List (Part 121) and International Traffic In Arms Regulations
http://pmdtdc.state.gov/regulations_laws/itar_official.html
 - The Commerce Control List
<http://www.bis.doc.gov>
 - b. Only Distribution A material will be cleared for public release.
 - c. Identify whether classified references are used.
 - d. Originator will identify if material is associated with international agreement/treaty/foreign military sale/joint program.
9. Explanation. Include additional comments from other blocks (list previous related cases), clearly identify coordination with agencies already accomplished. If additional coordination with other command agencies is required, provide POC information (use back of form, as necessary).
10. Originator/Program Manager/Author Certification. Signature certifies that the U.S. Government originator, program manager, or author concurs that the information is appropriate for public release based on regulations, classification guides, and any other pertinent guidance.
11. Technical Review and Certification Signature. Signature certifies that the information has been reviewed by a U.S. Government superior/authorized peer reviewer/subject matter expert and is appropriate for public release based on regulations, classification guides, and any other pertinent guidance.
12. Security Manager Review. Signature certifies that the information contains no Operational Security issues. This can be signed by a U.S. Government OPSEC Officer, Security Manager, Foreign Disclosure Officer, or AFIT Department Head.
13. Additional review (Optional). Organizations may have an internal process that requires an additional signature, such as directorate director or commander.