



Managing the Lifecycle of National Security Information

Course date:

Wednesday, February 18, 2015 - Archives I, Washington, DC

Managing the Lifecycle of National Security Information is a one day class designed to improve the management of classified records in the intelligence, law enforcement and defense communities by integrating records management, information security and declassification concepts.

The intended audience is anyone who handles classified records in agencies within the civilian Executive Branch, the Intelligence Community and the Department of Defense.

Course Objectives:

- Explain the role of NARA in managing records and safeguarding National Security Information
- Identify the roles and responsibilities of Records Management and Classification Management personnel at every point throughout the record lifecycle
- Apply the rules and mandates that govern the management and safeguarding of National Security Information and records
- Define the additional requirements that pertain to National Security Information for each stage of the record lifecycle

Length: 1 day Cost: \$150

9:00 AM – 4:00 PM

Jefferson Conference Room – Archives I

Washington, DC

To register: <http://tinyurl.com/lang563>