



DEPARTMENT OF DEFENSE
OFFICE OF GENERAL COUNSEL
1600 DEFENSE PENTAGON
WASHINGTON, DC 20301-1600

April 11, 2014

Matthew Kownacki
Judicial Watch

Via Email only to mkownacki@judicialwatch.org

Re: Judicial Watch v. DoD, 13-cv-1343 (JDB)

Dear Mr. Kownacki,

Please find attached the final release in response to your June 7, 2013, FOIA request for "[a]ll records concerning, regarding, or relating to Admiral McRaven's 2011 directive to purge USSOCOM systems of all records related to the operation leading to the death of Usama bin Laden on or about May 1, 2011."

As you are aware, since our production on January 31, 2014, DoD conducted a more comprehensive search to ensure the identification of any and all responsive records. The attached records are the result of that search. To address your objection to our previous determination that the majority of the email from Admiral McRaven was not responsive to your request, we have processed the entirety of each record. We continue to assert the validity of the other redactions. Again, the recipients and senders of most of the emails have been withheld under FOIA Exemptions 6 and 3, pursuant to 10 U.S.C. 130(b), which allows for the withholding of the names of personnel in overseas, sensitive, or routinely deployable units. The redactions on the CIA memo are proper under Exemption 3, pursuant to 50 U.S.C. 3507. The other redactions within the responsive records were made pursuant to FOIA Exemption 1, to withhold information the unauthorized disclosure of which reasonably could be expected to cause serious damage to the national security, pursuant to Executive Order 13526, Sections 1.2(a)(2) ("secret" classification level); 1.4(a) (military operations). These redactions either relate to classification markings, the release of which could reveal classified information, or would reveal which component(s) of USSOCOM participated in the mission, which remains a classified fact.

Sincerely,

Mark H. Herrington
Associate Deputy General Counsel
Office of Litigation Counsel

Encl: As stated.

cc: Michael Bekesha, Esq. (mbekesha@judicialwatch.org)
Judicial Watch



Email #1

From: McRaven, Bill H VADM
Sent: Friday, May 13, 2011 5:09 PM
To: (b)(3)(10 USC 130b), (b)(6)
(b)(6), (b)(3)(10 USC
Cc: (b)(6), (b)(3)(10 USC 130b)
Subject: OPSEC Guidance / Neptune Spear
Attachments: Dir Panetta Memo.pdf
Follow Up Flag: Follow up
Flag Status: Flagged
Categories: Long Term

CLASSIFICATION: SECRET
CAVEATS: NONE
TERMS: NONE

Gentlemen,

Despite the abundance of open source media reporting, Operation Neptune's Spear remains classified. It was, and remains, a Title 50 mission. Director, Central Intelligence Agency, is the release authority for all Neptune's Spear related material.

Classification Guidance: Operation Neptune's Spear material remains SECRET NOFORN. All related material produced by CIA remains classified as originally marked (b)(1)1.4a. Several Special Access Programs were involved during the mission and remained protected by those SAP caveats.

One particular item that I want to emphasize is photos; particularly UBLs remains. At this point - all photos should have been turned over to the CIA; if you still have them destroy them immediately or get them to the (b)(1)1.4a

Official briefings. There will continue to be an appetite for official briefings from within our own DoD, IA, and governmental circles. If these are requested of individuals or units that were part of the mission (b)(1)1.4a route this request through the (b)(1)1.4a We will be realistic about these requests.

There will be an official CIA- Center for the Study of Intelligence (CSI) / (b)(1)1.4a Joint venture that will take place in the coming weeks to capture AAR points and the historical nature of the event. This will be led by CSI ICW w/ our (b)(1)1.4a team. My intent is that we will fully and openly participate in this joint venture with our CIA partners.

Email #1

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Public Affairs Guidance: Do not entertain journalist queries. Refer all media interviews requests to the SOCOM Public Affairs Office.

Freedom of Information Act (FOIA) Guidance. We are currently working with USSOCOM on FOIA responses. My intent is for all requests for information received by (b)(1)1.4a about this operation be referred, without comment, to USSOCOM.

I am exceedingly proud of your performance during this mission. But, we need to protect those operators and that participated in the mission to ensure their safety and the safety of their families.

Thanks, McRaven

DERIVED FROM: MANUAL 380-5
DECLASSIFY ON: 25 YEARS FROM DATE OF SOURCE
DATE OF SOURCE: 1 MAY 2006

CLASSIFICATION W/O ATCH: ~~SECRET~~
CAVEATS W/O ATCH: NONE
TERMS W/O ATCH: NONE

CLASSIFICATION: ~~SECRET~~
CAVEATS: NONE
TERMS: NONE

Email #1

UNCLASSIFIED



OPA Notice

Office of Public Affairs

Sent by:
50 USC 3507

To 50 USC 3507

cc

bcc

Subject: Message from the Director: Learning From Our Success

05/09/2011 10:04 AM

As we have made clear both inside and outside the CIA over the past week, the operation that found and killed Usama Bin Ladin demonstrates the very best in intelligence collection, analysis, targeting, collaboration, and, I would even say, imagination. This success was years in the making and of tremendous historic significance. We have an obligation to learn all we can from it and apply those lessons to future operations.

I have asked the Center for the Study of Intelligence, our Agency's think tank, to examine and record the keys to this operation's success. The Center's multidisciplinary experts--historians, intelligence practitioners in all mission areas, and lessons-learned specialists--will conduct interviews, examine the documentation, and write a report so that CIA officers of today and tomorrow can fully understand how we solved one of the most difficult intelligence puzzles of our time, and, ultimately accomplished one of the greatest successes in Agency history.

There is no doubt in my mind that the CIA will benefit from this study, that officers from every Directorate will learn valuable lessons from it, and that they will apply those lessons toward future success. Plus, I can guarantee you, it's one hell of a story.

Leon E. Panetta

UNCLASSIFIED

Page 3 of 3

Email #2

From: McRaven, Bill H VADM
Sent: Friday, May 13, 2011 5:09 PM
To: (b)(6), (b)(3)(10 USC 130b)
Cc:
Subject: OPSEC Guidance / Neptune Spear
Attachments: Dir Panetta Memo.pdf

CLASSIFICATION: ~~SECRET~~
CAVEATS: NONE
TERMS: NONE

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The cover term, Neptune's Spear, is unclassified.

Page 1 of 3

Enail #2

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DATE OF SOURCE: 1 MAY 2006

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CAVEATS W/O ATCH: NONE
TERMS W/O ATCH: NONE

CLASSIFICATION: ~~SECRET~~
CAVEATS: NONE
TERMS: NONE

Page 2 of 3²

Email #2

UNCLASSIFIED



OPA Notice

Office of Public Affairs
(b)(3)50 USC 3507

To (b)(3)50 USC 3507

cc

bcc

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Leon E. Panetta

UNCLASSIFIED

Page 3 of 3

Email #3

From: (b)(6)
Sent: Tuesday, May 17, 2011 5:07 PM
To: (b)(6), (b)(3)(10 USC 130b)
Subject: RE: OPSEC Guidance / Neptune Spear (SECRET)

(b)(6) - yes, he saw it. Thx vr (b)(6)

From: (b)(6), (b)(3)(10 USC 130b)
Sent: Monday, May 16, 2011 10:25 AM
To: (b)(6)
Cc:
Subject: FW: OPSEC Guidance / Neptune Spear

CLASSIFICATION: SECRET
CAVEATS: NONE
TERMS: NONE

Sir -

FYI. MG Votel would have seen this as part of the @GO distro list.

v/r

(b)(6)

(b)(6), (b)(3)(10 USC 130b)

From: McRaven, Bill H VADM
Sent: Friday, May 13, 2011 5:09 PM
To: (b)(6), (b)(3)(10 USC 130b)
Cc:

(b)(6), (b)(3)(10 USC 130b)

Subject: OPSEC Guidance / Neptune Spear

CLASSIFICATION: SECRET
CAVEATS: NONE
TERMS: NONE

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Page 1 of 3

Email #3

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Thanks, McRaven

Email #3

DERIVED FROM: MANUAL 380-5
DECLASSIFY ON: 25 YEARS FROM DATE OF SOURCE
DATE OF SOURCE: 1 MAY 2006

CLASSIFICATION W/O ATCH: ~~SECRET~~
CAVEATS W/O ATCH: NONE
TERMS W/O ATCH: NONE

CLASSIFICATION: ~~SECRET~~
CAVEATS: NONE
TERMS: NONE

DERIVED FROM: MANUAL 380-5
DECLASSIFY ON: 25 YEARS FROM DATE OF SOURCE
DATE OF SOURCE: 1 MAY 2006

CLASSIFICATION W/O ATCH: ~~SECRET~~
CAVEATS W/O ATCH: NONE
TERMS W/O ATCH: NONE

CLASSIFICATION: ~~SECRET~~
CAVEATS: NONE
TERMS: NONE

Classification: ~~SECRET~~
Caveats: NONE

Email #4

From: (b)(6), (b)(3)(10 USC 130b)
Sent: Friday, May 13, 2011 7:04 PM
To: McRaven, Bill H VADM; (b)(6), (b)(3)(10 USC 130b)
Cc: (b)(6), (b)(3)(10 USC 130b)
Subject: RE: OPSEC Guidance / Neptune Spear

CLASSIFICATION: ~~SECRET~~
CAVEATS: NONE
TERMS: NONE

Ack all Sir, and wilco.

(b)(6)

(b)(1) 1 4a

(b)(6), (b)(3)(10 USC 130b)

From: McRaven, Bill H VADM
Sent: Friday, May 13, 2011 5:09 PM
To: (b)(6), (b)(3)(10 USC 130b)
Cc: (b)(6), (b)(3)(10 USC 130b)

Subject: OPSEC Guidance / Neptune Spear

CLASSIFICATION: ~~SECRET~~
CAVEATS: NONE
TERMS: NONE

Gentlemen,

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Page 1 of 3

Email #4

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Thanks, McRaven

Email #4

DERIVED FROM: MANUAL 380-5
DECLASSIFY ON: 25 YEARS FROM DATE OF SOURCE
DATE OF SOURCE: 1 MAY 2006

CLASSIFICATION W/O ATCH: ~~SECRET~~
CAVEATS W/O ATCH: NONE
TERMS W/O ATCH: NONE

CLASSIFICATION: ~~SECRET~~
CAVEATS: NONE
TERMS: NONE

DERIVED FROM: MANUAL 380-5
DECLASSIFY ON: 25 YEARS FROM DATE OF SOURCE
DATE OF SOURCE: 1 MAY 2006

CLASSIFICATION: ~~SECRET~~
CAVEATS: NONE
TERMS: NONE

Email #5

From: (b)(6), (b)(3)(10 USC 130b)
Sent: Monday, May 16, 2011 3:09 PM
To: McRaven, Bill H VADM
Subject: RE: OPSEC Guidance / Neptune Spear

CLASSIFICATION: ~~SECRET~~
CAVEATS: NONE
TERMS: NONE

Understand all sir, willco.

v/r

(b)(6)

From: McRaven, Bill H VADM
Sent: Friday, May 13, 2011 5:09 PM
To: (b)(6), (b)(3)(10 USC 130b)
Cc:

(b)(6), (b)(3)(10 USC 130b)

Subject: OPSEC Guidance / Neptune Spear

CLASSIFICATION: ~~SECRET~~
CAVEATS: NONE
TERMS: NONE

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(b)(1)1.4a

Page 1 of 3

Email #5

There will be an official CIA- Center for the Study of Intelligence (CSI) / (b)(1)1.4a
Joint venture that will take place in the coming weeks to capture AAR points and
the historical nature of the event. This will be led by CSI ICW w/ our (b)(1)1.4a
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Thanks, McRaven

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DECLASSIFY ON: 25 YEARS FROM DATE OF SOURCE
DATE OF SOURCE: 1 MAY 2006

CLASSIFICATION W/O ATCH: ~~SECRET~~
CAVEATS W/O ATCH: NONE
TERMS W/O ATCH: NONE

CLASSIFICATION: ~~SECRET~~
CAVEATS: NONE
TERMS: NONE

DERIVED FROM: MANUAL 380-5
DECLASSIFY ON: 25 YEARS FROM DATE OF SOURCE
DATE OF SOURCE: 1 MAY 2006

Email #5

CLASSIFICATION: ~~SECRET~~
CAVEATS: NONE
TERMS: NONE

Email #6

From: (b)(6), (b)(3)(10 USC 130b)
Sent: Thursday, May 12, 2011 4:15 PM
To: McRaven, Bill H VADM
Cc: (b)(6), (b)(3)(10 USC 130b)
Subject: Draft OPSEC Guidance Attached -
Attachments: OPSEC Guidance / Neptune Spear

CLASSIFICATION: ~~SECRET~~
CAVEATS: NONE
TERMS: NONE

Sir - per discussion in the car w/ you -

The (b)(1)1.4a and I drafted this for internal use for the (b)(1)1.4a Internal to the command
for OPSEC Guidance related to (b)(1)1.4a NS

Recommend especially given the interest from CIA for capturing this for historical / lessons
learned ICW our (b)(1) 1.4a

CSI / CIA memo from DIR Panetta attached to base document.

Attached Email ready to send w/ draft remarks and addressees. Pending questions - (b)(6)

(b)(6), (b)(3)(10 USC 130b)

DERIVED FROM: MANUAL 380-5
DECLASSIFY ON: 25 YEARS FROM DATE OF SOURCE
DATE OF SOURCE: 1 MAY 2006

CLASSIFICATION W/O ATCH: ~~SECRET~~
CAVEATS W/O ATCH: NONE
TERMS W/O ATCH: NONE

CLASSIFICATION: ~~SECRET~~
CAVEATS: NONE
TERMS: NONE

Email #6

To: (b)(6), (b)(3)(10 USC 130b)
Cc: [REDACTED]
Subject: OPSEC Guidance / Neptune Spear
Attachments: Dir Panetta Memo.pdf

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Email # 6

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UNCLASSIFIED

Page 4 of 4

Email #7

From: (b)(6), (b)(3)(10 USC 130b)
Sent: Friday, May 13, 2011 4:21 PM
To: (b)(6), (b)(3)(10 USC 130b)
Cc:
Subject: OPSEC Guidance
Attachments: OPSEC Guidance / Neptune Spear

CLASSIFICATION: ~~SECRET~~
CAVEATS: NONE
TERMS: NONE

Sir – attached email; the Chief and I scrubbed w/ the JAG one final time. (b)(6) is good w/ this.

(b)(6), (b)(3)(10 USC 130b)

From: (b)(6), (b)(3)(10 USC 130b)
Sent: Friday, May 13, 2011 2:10 PM
To: (b)(6), (b)(3)(10 USC 130b)
Cc:
Subject: OPSEC Guidance

CLASSIFICATION: ~~SECRET~~
CAVEATS: NONE
TERMS: NONE

(b)(6): caught two typos. Here it is again.

(b)(6)

From: McRaven, Bill H VADM
Sent: Friday, May 13, 2011 11:55 AM
To: (b)(6), (b)(3)(10 USC 130b)
Subject: OPSEC Guidance

CLASSIFICATION: ~~SECRET~~
CAVEATS: NONE
TERMS: NONE

(b)(6) I am ready to send out the below guidance, but I wanted to ensure there wasn't anything else you wanted to add.

Email #7

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Email #7

I am exceedingly proud of your performance during this mission. But, we need to protect those operators and that participated in the mission to ensure their safety and the safety of their families.

Thanks, McRaven

DERIVED FROM: MANUAL 380-5
DECLASSIFY ON: 25 YEARS FROM DATE OF SOURCE
DATE OF SOURCE: 1 MAY 2006

CLASSIFICATION: ~~SECRET~~
CAVEATS: NONE
TERMS: NONE

DERIVED FROM: MANUAL 380-5
DECLASSIFY ON: 25 YEARS FROM DATE OF SOURCE
DATE OF SOURCE: 1 MAY 2006

CLASSIFICATION W/O ATCH: ~~SECRET~~
CAVEATS W/O ATCH: NONE
TERMS W/O ATCH: NONE

CLASSIFICATION: ~~SECRET~~
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CLASSIFICATION W/O ATCH: ~~SECRET~~
CAVEATS W/O ATCH: NONE
TERMS W/O ATCH: NONE

CLASSIFICATION: ~~SECRET~~
CAVEATS: NONE
TERMS: NONE

Email #8

To:

(b)(6), (b)(3)(10 USC 130b)

Cc:

Subject:

OPSEC Guidance (b)(1)1.4a

Attachments:

Dir Panetta Memo.pdf

Neptune Spear

Gentlemen,

Spear **Despite** the abundance of open source media reporting, Operation Neptune's **remains classified.** It was, and remains, a Title 50 mission. Director, Central Intelligence Agency, is the release authority for all Neptune's Spear related material.

Classification Guidance: Operation Neptune's Spear material remains SECRET NOFORN. All related material produced by CIA remains classified as originally marked (b)(1)1.4a **Several Special Access Programs were involved during the mission and remained protected by those SAP caveats.**

One particular item that I want to emphasize is photos; particularly UBLs remains. At this point - all photos should have been turned over to the CIA; if you still have them destroy them immediately or get them to the (b)(1)1.4a

Official briefings. There will continue to be an appetite for official briefings from within our own DoD, IA, and governmental circles. If these are requested of individuals or units that were (b)(1)1.4a *Part of the mission* route this request through the **We will be realistic about these requests.**

There will be an official CIA- Center for the Study of Intelligence (CSI) (b)(1)1.4a Joint venture that will take place in the coming weeks to capture AAR points and the historical nature of the event. This will be led by CSI ICW w/ our (b)(1)1.4a team. My intent is that we will fully and openly participate in this joint venture with our CIA partners.

The cover term, Neptune's Spear, is unclassified.

Administrative Guidance: Participants can reference Operation Neptune's Spear in OERs, NCOERs, FITREPs and award recommendations. Avoid specific references to the target, the target location, or SAP protected assets involved.

Email #8

Public Affairs Guidance: Do not entertain journalist queries. Refer all media interviews requests to the SOCOM Public Affairs Office.

Freedom of Information Act (FOIA) Guidance. We are currently working with USSOCOM on FOIA responses. My intent is for all requests for information received (b)(1)1.4a about this operation be referred, without comment, to USSOCOM.

I am exceedingly proud of your performance during this mission. But, we need to protect those operators and that participated in the mission to ensure their safety and the safety of their families.

Thanks, McRaven

Email #8

UNCLASSIFIED



OPA Notice

Office of Public Affairs

Sent by:
50 USC 3507

To: 50 USC 3507

cc

bcc

Subject: Message from the Director: Learning From Our Success

05/09/2011 10:04 AM

As we have made clear both inside and outside the CIA over the past week, the operation that found and killed Usama Bin Ladin demonstrates the very best in intelligence collection, analysis, targeting, collaboration, and, I would even say, imagination. This success was years in the making and of tremendous historic significance. We have an obligation to learn all we can from it and apply those lessons to future operations.

I have asked the Center for the Study of Intelligence, our Agency's think tank, to examine and record the keys to this operation's success. The Center's multidisciplinary experts—historians, intelligence practitioners in all mission areas, and lessons-learned specialists—will conduct interviews, examine the documentation, and write a report so that CIA officers of today and tomorrow can fully understand how we solved one of the most difficult intelligence puzzles of our time, and, ultimately accomplished one of the greatest successes in Agency history.

There is no doubt in my mind that the CIA will benefit from this study, that officers from every Directorate will learn valuable lessons from it, and that they will apply those lessons toward future success. Plus, I can guarantee you, it's one hell of a story.

Leon E. Panetta

UNCLASSIFIED

Page 3 of 3

Email #9

From: (b)(3)10 USC & 130b, (b)(6)
Sent: Friday, August 05, 2011 10:40 PM
To: (b)(3)10 USC & 130b, (b)(6)
(b)(3)10 USC & 130b, (b)(6)
(b)(3)10 USC & 130b, (b)(6)
Cc: (b)(3)10 USC & 130b, (b)(6)
Subject: ONS Directive (LIMDIS)

CLASSIFICATION: ~~SECRET~~
CAVEATS: NOFORN (b)(1)1.4a
TERMS: NONE

Commanders,

This is directive in nature and is intended for immediate execution and compliance. (b)(1)1.4a
VADM McRaven directed all units to consolidate any data or documents pertaining to Operation Neptune's Spear (ONS). Due to the prescribed command and control, and the limited task organization which comprised the force, you are in a unique situation where you and members of your command were involved in the operation, but your headquarters and subordinate units have no authorization to hold or store any of the data associated with ONS; and more specifically, the target associated with ONS. There are several actions that need to be completed in order to ensure the (b)(1)1.4a have met ADM Olson's and LTG Votel's guidance:

1. **Data Collection.** All data associated with ONS, to include all digital documents, emails, etc. will be collected and consolidated. Any hard-copy documents, imagery, etc. still in your possession should also be consolidated. Once consolidated, all data should be placed on a stand-alone / secure server or limited access portal site, and categorized for reporting to (b)(1)1.4a. A final sweep of all servers, computers, and digital storage devices within your command will be conducted to ensure no one (service member, civilian employee, contractor, etc.) has any data or documents related to ONS. This will be completed NLT 31 August. Once data collection is complete, we can complete reclassification work (b)(1)1.4a and conduct the transfer of your data to data archives at (b)(1)1.4a. Any known possession of videos or photos from ONS is considered CCIR (call immediately to the (b)(1)1.4a COS or ACOS). Once all units confirm compliance, (b)(1)1.4a will conduct a server search of subordinate HQs to confirm the removal of ONS material.
2. **Briefings.** No one is authorized to conduct briefings about ONS. Any requests to conduct briefings to Distinguished Visitors will be routed through the COS and approved by a (b)(1)1.4a. The approved slide presentation will be provided by this headquarters to your command, and you will ensure deletion / destruction of the brief when complete.
3. **Awards.** There are some individual awards which are still in the approval process at (b)(1)1.4a. (b)(1)1.4a This required our (b)(1)1.4a Awards section to keep a limited number of narratives for the awards still not approved. The cutoff date for submission of any ONS-related awards is 12 August. Additionally, provide a complete list of all personnel within your command whose awards are still outstanding on that date. The (b)(1)1.4a and (b)(1)1.4a will also provide you guidance to ensure that individual orders for the PUCs are presented in a manner to protect the units and the individuals involved with the operation.

Acknowledge receipt.

(b)(3)10 USC & 130b,
(b)(6)

DERIVED FROM: [REDACTED]
DECLASSIFY ON: 25 YEARS FROM DATE OF SOURCE
DATE OF SOURCE: 1 MAY 2006

CLASSIFICATION: ~~SECRET~~

CAVEATS: [REDACTED]

TERMS: NONE

DERIVED FROM: [REDACTED]
DECLASSIFY ON: 25 YEARS FROM DATE OF SOURCE
DATE OF SOURCE: 1 MAY 2006

CLASSIFICATION: ~~SECRET~~

CAVEATS: [REDACTED]

TERMS: NONE

DERRIVED FROM: [REDACTED]
DECLASSIFY ON: 25 YEARS FROM DATE OF SOURCE
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CLASSIFICATION: ~~SECRET~~

CAVEATS: (b) (1) (A) [REDACTED]

TERMS: NONE

DERIVED FROM: [REDACTED]
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DATE OF SOURCE: 1 MAY 2006

CLASSIFICATION: ~~SECRET~~

CAVEATS: [REDACTED]

TERMS: NONE

DERIVED FROM: (b) (1) (A) [REDACTED]
CLASSIFIED BY: (b) (6) [REDACTED]
DECLASSIFY ON: 25 YEARS FROM DATE OF ORIGINATION
DATE OF SOURCE: 20121011

CONTAINS [REDACTED]

**IF YOU RECEIVED THIS EMAIL IN ERROR, NOTIFY THE SENDER IMMEDIATELY.
DO NOT COPY OR FURTHER DISSEMINATE WITHOUT EXPLICIT PERMISSION FROM THE SENDER OR YOUR
LOCAL (b) (1) (A) [REDACTED] PROGRAM CONTROL OFFICER!**

From: McRaven, Bill H VADM

Sent: Friday, May 13, 2011 5:09 PM

To: (b)(3)10 USC & 130b, (b)(6)

Cc: (b)(3)10 USC & 130b, (b)(6)

(b)(3)10 USC & 130b, (b)(6)

(b)(3)10 USC & 130b, (b)(6)

Subject: OPSEC Guidance / Neptune Spear

CLASSIFICATION: SECRET
CAVEATS: NONE
TERMS: NONE

Gentlemen,

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TERMS W/O ATCH: NONE

CLASSIFICATION: ~~SECRET~~
CAVEATS: NONE
TERMS: NONE

DERIVED FROM: (b)(1)1.4a
CLASSIFIED BY: (b)(3), (b)(3)10 USC & 130b, (b)(6)
DECLASSIFY ON: 25 YEARS FROM DATE OF SOURCE
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DECLASSIFY ON: 25 YEARS FROM DATE OF SOURCE
DATE OF SOURCE: 01 MAY 2006

CLASSIFICATION: ~~SECRET~~
CAVEATS: NONE
TERMS: NONE

SECRET //

(b)(1)1.4a

NOFORN

Info Clean Up Plan

(b)(1)1.4a

Briefs

- Get all briefs to either the portal or S: Drive (b)(1)1.4a
- Ensure no briefings/ slides etc are left on you hard drive

Email

- Save all email to your functional account mailbox. Those who don't have a functional account will create a Personal folder on the shared drive S: Drive (b)(1)1.4a with all NS related emails. Personal Folders should be labeled NS yourlastname.

- will clean all functional accounts off of BAF server and get all emails
- will move all .pst's and briefs to a removeable hard drive

(b)(6)1.4a

Portal

- Upon direction from (b)(1)1.4a will begin pulling access for personnel to the restricted portal site

(b)(1)1.4a

Email

- Link to (b)(1)1.4a Shared Drive (b)(1)1.4a
- Save all (b)(1)1.4a email to your functional account. Those who don't have a functional account will create a Personal folder on the shared drive with all NS related emails. Folders should be labeled be NS yourlastname
- (b)(1)1.4a will store onto one (b)(1)1.4a HD.

(b)(1)1.4a