



## (U) Learn More About What You Should Do if Contacted Directly by the Media



(U//~~FOUO~~) All employees—both staff officers and contractors—have an obligation to report all intended or unintended contact with the media including with blog and wiki representatives, academic researchers, photographers, and reporters. [redacted]

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(U//~~FOUO~~) Employees interested in writing something for publication—from submitting a Letter to the Editor to authoring a children's book—must complete an OA request before initiating any contact. Additionally, all materials that mention CIA, intelligence data or activities, or subjects about which an employee had access to classified or national security information, must first be reviewed by the Publications Review Board.

(U) Employees are encouraged to contact OPA's Media Relations Branch at [redacted] with any questions or concerns related to the media. Download the [redacted] to better understand the repercussions of unauthorized disclosures of classified information.

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### Frequently Asked Questions about Contact with the Media

Q. (U) I am interested in starting my own gardening blog, do I need to contact the Office of Public Affairs?

A. (U//~~FOUO~~) No, but you should complete an Outside Activities (OA) form via the OA website to receive appropriate guidance. If you are contacted by the media to discuss your blog or to provide commentary on the subject of your blog, you will have to complete an additional OA form before talking with media.

Q. (U) Can I “follow” or “friend” journalists and news outlets on Twitter and other social media websites?

A. (U//~~FOUO~~) Yes. Employees should be cautious, however, when reposting or “retweeting” a news item, or providing commentary on a news item that relates to intelligence [redacted]

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Q. (U) Do these media guidelines apply to me when I’m on leave without pay or when I retire?

A. (U//~~FOUO~~) Yes. All employees signed a binding nondisclosure agreement to safeguard classified information throughout the course of their life. If you are contacted by the media to discuss intelligence-related matters, no matter your employment status, you are asked to contact the Office of Public Affairs at [redacted] or via e-mail to [redacted]. Additionally, all employees—current and former—are required to receive pre-publication review of material that touches on issues of intelligence, foreign policy, and/or other matters relevant to their CIA employment through the Publications Review Board.

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Q. (U) I am still good friends with many former CIA officers who sometimes ask me about intelligence matters, what should I do?

A. (U//~~FOUO~~) As with all intelligence matters, it is crucial that you consider whether a person—employee or not—has a “need to know,” i.e., the individual must have a work-related requirement for access to the information not just generalized

curiosity. If you believe that the former officer has a legitimate requirement for access to the information, contact your Area Security Officer to discuss the matter.

Q. (U) I see former senior intelligence leaders on television all the time, offering commentary on intelligence issues, why are they allowed to contact the media?

A. (U//FOUO) All current and former CIA officers are subject to a secrecy agreement, which requires the pre-publication review of material that touches on issues of intelligence, foreign policy, and/or other matters relevant to their CIA employment. This obligation applies to all Agency officers, regardless of their seniority. While former CIA officers are free to exercise their First Amendment rights by speaking to the media, they must abide by the secrecy agreement and other relevant Agency regulations when doing so, or they can face serious consequences. To help ensure former officers abide by these restrictions, the Agency has launched an effort to remind formers of their secrecy obligations through an annual annuitant conference, liaison with retiree organizations and other outreach initiatives aimed at former officials. (This article is UNCLASSIFIED//FOR OFFICIAL USE ONLY.)

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