



DEPARTMENT OF THE AIR FORCE

HQ WARNER ROBINS AIR LOGISTICS CENTER (AFMC)
ROBINS AIR FORCE BASE GEORGIA

28 MAR 1997

MEMORANDUM FOR SEE DISTRIBUTION

FROM: WR-ALC/FM

SUBJECT: Foreign Visitors Participating in USAF Sponsored Meetings

1. Air Force Instruction 16-201 (C) requires foreign nationals to submit embassy sponsored visit requests 30 days in advance of any visit to participate in any USAF unclassified or classified sponsored meeting. This requirement applies to meetings held at government, contractor and commercial facilities. Although it is no longer a requirement to obtain SAF approval for Request to Host/Permission to Invite for specified meetings, it is still the responsibility of the sponsor to ensure that foreign visitors submit visit requests for all visits in accordance with Air Force foreign visit procedures (see attachments).

2. Please ensure this memo is given the widest dissemination among your offices.

3. The WR-ALC point of contact is Chet Branscom, FMPD, 62091.

JAMES B. CULPEPPER
Director
Financial Management & Comptroller

Attachments:

1. HQ AFMC/IAO Ltr, 30 Aug 95
2. AFSAC/IPD Ltr w/Atchs, 12 Feb 96
3. WR-ALC/FM Ltr, 16 May 96 w/o Atch

PK	OPR	OCR	INFO
PKP	✓		
PKX			
PKD			
PK-3			
LEK			
LFK			
LJF			
LKK			
LHK			
LJK			
LKK			
LKK			

Other _____
 DATE REC'D 4-1-97
 DATE CTR 4-2-97

97-107



30 August 1995

MEMORANDUM FOR SEE DISTRIBUTION

FROM: HQ AFMC/IAO
4375 Chidlaw Rd Ste 6
Wright-Patterson AFB OH 45433-5006

SUBJECT: Request to Host/Invite Meetings

1. Requests to Host and Permission to Invite are not required for meetings (such as program reviews, CIPs, SSGs, TCPs or other program management activity) between personnel of DOD components and foreign government representatives or U.S. and/or foreign contractor representatives on matters related to specific (approved) government contracts, programs or projects. AFI 61-205 and DOD 5200.12 clearly state that SAF/AA approval is not required to host meetings related to specific programs. SAF/IADV concurs that these meetings should also be exempt from the AFI 16-201 requirement to obtain permission to invite.
2. There remains a requirement to obtain approval for Requests to Host and ^{or}Permission to Invite whenever a proposed meeting involving foreign representatives does not involve an approved government contract, program or project. This also applies when representatives from countries on the National Security Threat List may be attending any meetings.
3. Authority for disclosure of military information will be taken from existing delegations of disclosure authority letters (DDLs) either "basic" DDLs issued to the activity or specific delegations/policy related to a particular program or contract which is the basis for the meeting. A change to AFI 16-201 to reflect this policy will be forthcoming.
4. Please ensure that this change in procedures is given the widest dissemination among program offices. If you have any questions, please contact Mrs Barbara Jones, DSN 787-9816 or Comm 513-257-9816.

RAYMUNDO CANCEL, Maj, USAF
Chief, International Operations
Office of International Affairs

Attachment:
SAF/IADV Memo, 10 Aug 95

97-10A



DEPARTMENT OF THE AIR FORCE
HEADQUARTERS AIR FORCE SECURITY ASSISTANCE CENTER (AFMC)
WRIGHT-PATTERSON AIR FORCE BASE, OHIO

FEB 12 1996

MEMORANDUM FOR SEE DISTRIBUTION

FROM: AFSAC/IPD
4225 Logistics Avenue Room S205
Wright Patterson AFB OH 45433-5757

SUBJ: Delegation of Disclosure Authority Letter (AFMC DDL)

1. This letter, the basic AFMC delegation at Attachment 1, the AFMC visit approval authorization at Attachment 2, and the numbered program/system specific delegations, previously issued to AFMC, constitute the revised AFMC Delegation of Disclosure Authority Letter (DDL). This DDL authorizes AFMC to disclose classified and unclassified military information to authorized representatives of foreign governments and international organizations in accordance with the terms and limitations of the basic and individual delegations. All disclosures must be authorized by disclosure officials who are designated in writing by AFMC organization commanders. Authority to disclose classified information is granted only to designated disclosure officials who have been trained by SAF/IAD and the AFMC MAJCOM Foreign Disclosure Office (FDO), and whose primary duty is foreign disclosure.

2. The basic and numbered delegations specify the maximum classification, methods of disclosure, categories of information, scope and specific information authorized and not authorized for disclosure. Any proposal to disclose information under the authority granted by this DDL must first satisfy all AFI 16-201 disclosure criteria. Disclosures related to a formal program/agreement must be in accordance with the specific intent of that program/agreement.

3. The technology Tabs, dated 5 May 1993, are no longer part of the DDL and should be removed. They may be retained for reference, but should not be used for disclosure decisions as in the past.

4. Individual numbered delegations will be re-delegated as necessary to foreign disclosure offices within the command, in order to ensure effective implementation of the programs. Redlegation of disclosure authority to other than designated disclosure officials will only be done by the MAJCOM FDO, and only with the express permission of SAF/IADP.

5. Copies of individual numbered delegations may be provided to program managers or technical project officers for information purposes only. Mark all copies provided for this purpose with: "This delegation is for information only and does not authorize the holder to make disclosures to foreign nationals. All disclosures are to be approved through the appropriate AFMC Foreign Disclosure Office (FDO)." Individual numbered delegations are not to be released to contractors without SAF/IADP approval.

C. F. MEIXNER
Chief, Foreign Disclosure Policy and Support
Office of International Programs

- 2 Attachments:
1. Basic Delegation
2. AFMC Visit Approval Authorization

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AIR FORCE MATERIAL COMMAND (AFMC) BASIC DELEGATION

Countries:

NATO/NATO Nations
Albania
Argentina
Australia
Austria
Bahrain
Bolivia
Brazil
Bulgaria
Chile
China
Colombia
Costa Rica
Czech Republic
Dominican Republic
Ecuador
Egypt
El Salvador

Finland
Guatemala
Haiti
Honduras
Hungary
Iceland
India
Indonesia
Israel
Japan
Jordan
Korea
Kuwait
Malaysia
Mexico
Morocco
New Zealand
Oman

Pakistan
Panama
Paraguay
Peru
Philippines
Poland
Romania
Saudi Arabia
Singapore
Slovak Republic
Slovenia
Sweden
Switzerland
Taiwan
Thailand
Tunisia
UAE
Uruguay
Venezuela

NOTE: To be placed on this list, a country must meet two criteria. First, a presidential determination must be issued for the country to participate in the U.S. Security Assistance Program. Second, one of the following conditions must exist: There must be an approved National Disclosure Policy Committee (NDPC) Security Survey on file; the NDPC has delegated its members classified disclosure authority for the country in at least one information category; or the country has signed a General Security of Military Information Agreement/General Security of Information Agreement with the U.S.

1. Classification: UNCLASSIFIED.

2. Disclosure Methods: Oral, visual, and documentary.

3. Categories Permitted: Category 2 (Military Materiel and Munitions), and Category 3 (Applied Research and Development Information and Materiel), as defined in AFI 16-201.

4. Scope: Air Force Materiel Command (AFMC) is authorized to disclose UNCLASSIFIED military information to authorized representatives of foreign governments and international organizations in accordance with the conditions and limitations contained in this DDL. This authority applies to disclosures involving foreign national visits to AFMC installations/activities, official business visits by AFMC military, civilian and contractor personnel to foreign establishments, and proposals/requests to release documents and information. This authority does not apply

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Attachment 1

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to disclosures involving information under the purview of a program/system specific delegation. The terms and limitations of program/system specific delegations take precedence over this delegation.

5. Authorized to Disclose: Unclassified information produced by or for AFMC. This information may be disclosed when all the disclosure criteria and applicable disclosure conditions as outlined in AFI 16-201 are satisfied.

6. NOT Authorized to Disclose:

a. Classified information.

b. Information that indicates or implies a U.S. willingness or commitment to sell, loan, grant or exchange classified defense articles and services unless a program/system specific delegation provides for release. The intent of this restriction is to prevent false impressions.

c. Disclosures pursuant to establishing a formal program (i.e. MOU, DEA/IEA, FMS).

d. Hardware, firm-ware, software source code, software design information.

e. Designs, technical manuals, technical orders, engineering drawings, specifications or any other technical data that can be used or adapted for use to design, engineer, produce, manufacture, operate, maintain, or reproduce any military equipment or related technologies.

f. Information originated by or for a foreign government to a third nation without the written approval of the originating government.

g. Joint information without prior agreement of all departments or agencies having control or jurisdiction.

h. Information originated by or for another command, service or agency without its consent. **NOTE:** Refer requests for this information to the appropriate command, service or agency.

i. Information involving proprietary rights (patents, copyrights, trade secrets).

j. Catalogues, bibliographies, indices and other reference lists unless it can be determined that all documents/information listed have been reviewed and approved for release by an authorized disclosure official.

7. Additional Guidance: The following items will be forwarded to SAF/IADP for disposition/approval.

a. A program/system specific delegation is required for disclosures that involve existing or potential programs (i.e. MOU, DEA/IEA, FMS). Requests for program/system specific delegations will be justified in accordance with AFI 16-201 disclosure criteria.

b. Proposed disclosures that are related to an existing or potential program, but exceed the authority granted in the program DDL and can be justified in accordance with AFI 16-201 disclosure criteria, will be submitted as a request for change to the DDL.

c. Requests for clarification/interpretation of delegated authority.

d. Requests that exceed the authority granted in this DDL, and are not associated with an existing or potential program, will be submitted with justification in accordance with AFI 16-201.

8. Re-delegation: Re-delegation of disclosure authority to designated foreign disclosure offices within subordinate AFMC elements is authorized as required to insure effective implementation of this delegation.

9. Procedures: Documents determined to be releasable under this delegation will be marked and transmitted by AFMC through established government-to-government channels in accordance with AFI 16-201.

10. Reporting Requirements: Documentary disclosures authorized by this delegation will be reported in the Foreign Disclosure and Technical Information System (FORDTIS).

AIR FORCE-MATERIAL COMMAND (AFMC)
FOREIGN NATIONAL VISIT APPROVAL AUTHORITY

1. AFMC is authorized to approve unclassified visits in accordance with the basic DDL when a program specific DDL does not exist. AFMC is authorized to approve both classified and unclassified visits when a program specific DDL exists which would apply to the visit. The program DDL will be used as disclosure guidance for both classified and unclassified visits.
2. When no program DDL exists, requests for classified visits should normally be denied. Requests may be approved at the unclassified level in accordance with AFMC basic DDL conditions and limitations. If the local FDO believes there is sufficient reason to warrant visit approval at the classified level, the FDO will develop supporting justification as required by AFI 16-201, propose disclosure guidance and limitations, and staff them to SAF/IADP.
3. In all cases where a program DDL does not exist, the FDO must exercise great care to comply with the basis DDL in order to avoid creating false impressions. The FDO must also insure that adequate disclosure guidance is passed to the office being visited.
4. AFMC may re-delegate visit approval authority to subordinate foreign disclosure offices as required to insure effective implementation of this delegation.

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Attachment 2

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DEPARTMENT OF THE AIR FORCE
HQ WARNER ROBINS AIR LOGISTICS CENTER (AFMC)
ROBINS AIR FORCE BASE GEORGIA

16 MAY 1996

MEMORANDUM FOR SEE DISTRIBUTION

FROM: WR-ALC/FM

SUBJECT: Foreign Visits Process

1. Effective 21 Aug 95, all AFMC field foreign disclosure offices (Local ALC FDOs) were given full foreign visit approval authority. All embassy sponsored visits are staffed through SAF/IADV to the field Foreign Disclosure Office who will forward their final determination directly to the appropriate embassy via Foreign Disclosure and Technical Information System (FORDTIS). Visits by countries who are not on-line with FORDTIS will be processed through SAF/IADV channels. SAF/IADV and AFSAC/IPD retain oversight for all visits.
2. Our office can also approve facility invitations and multinational conferences i.e., F-15, C-130 and missile TCG's for member countries. Invitations for non-member TCG countries will require SAF/IAW approval through SAF/IADV and WR-ALC/FMPD.
3. Points of contact for foreign visit requests will be required to certify that the information in the purpose of the request is authorized to be discussed with the country requesting the visit.
4. Please provide this office with a central point of contact for all future foreign visit requests to your organization.
5. Our point of contact is Chet Branscom, WR-ALC/FMPD, 62091.


GEORGE L. FALLDINE
Deputy Director
Financial Management & Comptroller

Attachment:
HQ AFMC/IA Ltr, 18 Aug 95

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