



# Department of Defense INSTRUCTION

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ASD(C3I)

SUBJECT: Combined Intelligence Publishing Service (CIPS)

- References:
- (a) Title 10, United States Code
  - (b) DoD Directive 5137.1, "Assistant Secretary of Defense for Command, Control, Communications, and Intelligence (ASD(C3I))," February 12, 1992
  - (c) DoD Directive 5330.3, "Defense Printing Service," January 7, 1993

## A. PURPOSE

This Instruction establishes the CIPS within the Department of Defense to assure that intelligence printing, publishing, and dissemination (IPPD) is accomplished effectively and efficiently in a manner conducive to national security and consistent with the authorities and duties of the Secretary of Defense under reference (a) and with references (b) and (c). Also, designates the Director, CIPS, as the DoD Executive Agent for IPPD.

## B. APPLICABILITY AND SCOPE

This Instruction applies to:

1. The Office of the Secretary of Defense (OSD), the Military Departments, the Chairman of the Joint Chiefs of Staff, the Unified Commands, the Inspector General of the Department of Defense, the Defense Agencies, and the DoD Field Activities (hereafter referred to collectively as the "the DoD Components").

2. All IPPD tasks performed by non-intelligence activities.

## C. DEFINITIONS

1. Intelligence. General military intelligence, scientific and technical intelligence, human intelligence, indications and warning, current intelligence, estimates and analysis, communications security, information systems security, signals intelligence, training, and security and administration of intelligence operations, produced and disseminated by any method or media, electronic, or mechanical. Recipients range from DoD and national-level planners and decision makers to operational field commanders.

2. Intelligence Activities. All DoD intelligence printing, publishing, and dissemination activities. This includes intelligence collection, production, and dissemination activities not directly assigned to intelligence over which intelligence has been

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assigned responsibility for printing, publishing, and dissemination.

3. Intelligence Printing, Publishing, and Dissemination (IPPD). The technical processes of composition, photography, assembly, printing, duplicating, reproduction, binding, finishing and dissemination of publications, optical digital technology, and microform or electronic publishing media in support of intelligence.

D. POLICY

It is DoD policy to assure that a single organization, the CIPS, is responsible for the effective and efficient performance of intelligence printing, publishing, and dissemination.

E. RESPONSIBILITIES

1. The Assistant Secretary of Defense for Command, Control, Communications, and Intelligence shall oversee and review the implementation of this Instruction.

2. The Heads of the DoD Components shall ensure that their organizations support the CIPS in accordance with procedures and guidance established by this Instruction.

F. PROCEDURES

1. The Assistant Secretary of Defense for Command, Control, Communications, and Intelligence, in accordance with 10 U.S.C. and DoD Directives 5137.1 and 5330.3 (references (a) through (c)), shall:

a. Have principal OSD staff responsibility for the policy governing activities of the CIPS and provide this policy guidance regarding the operation and management of IPPD in the Department of Defense through an Executive Steering Committee.

b. Establish and chair the Executive Steering Committee composed of principals from major DoD intelligence activities.

c. Represent DoD intelligence IPPD matters to the DoD Printing and Duplicating Services Oversight Group, the Defense Printing Service, the Congressional Joint Committee on Printing, the Government Printing Office, the Office of Management and Budget, and other Government Agencies.

d. Assure maximum complementary support between DoD intelligence printing and publishing programs and comparable activities within the National Foreign Intelligence Program (NFIP), Information Systems Security Programs (ISSP), and the Consolidated Cryptologic Program (CCP).

2. The Director, Defense Intelligence Agency, is assigned responsibility for management of the CIPS and, in accordance with references (a) through (c), shall:

a. Appoint a Director, CIPS, to manage and operate the CIPS and all assigned responsibilities and who shall be under the authority, direction, and control of the Director, Defense Intelligence Agency (DIA).

b. Provide administrative support to the CIPS, to include personnel, budget execution, and contracting services.

c. Ensure that the Director, CIPS, in accordance with policy, procedures, and guidance approved by the ASD(C3I), shall:

(1) Organize, direct, and manage the CIPS and its assigned resources, and administer, supervise, and control all assigned programs, services, equipment, systems, and functions.

(2) Assure that IPPD is achieved in an effective and efficient manner conducive to national security, consistent with the authorities and duties of the Secretary of Defense under 10 U.S.C. (reference (a)).

(3) Evaluate the performance of IPPD components of the DoD and make recommendations to the ASD(C3I) on program and policy guidance.

(4) In coordination with the appropriate DoD Components, support, conduct, and approve research and development activities, facility establishment, facility upgrade, equipment procurement, equipment disposition, and IPPD activities consistent with applicable law and DoD Directives.

(5) Coordinate and facilitate the development and selection of IPPD standards, future needs, and requirements reporting.

(6) Convene joint working groups and/or committees as required.

(7) Advise the ASD(C3I) on intelligence printing and publishing standards, future needs, and requirements.

(8) Perform such other functions related to DoD IPPD as the ASD(C3I) may direct.

3. The Directors of the National Security Agency and the Defense Intelligence Agency, in accordance with 10 U.S.C. and DoD Directives 5137.1 and 5330.3 (references (a) through (c)), shall be advisors to the CIPS on the planning, development, implementation, and evaluation of DoD IPPD within the ISSP/CCP and the General Defense Intelligence Program, respectively, and other related NFIP programs for which they are the functional manager.

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4. The Heads of the DoD Components, in accordance with references (a) through (c), shall:

a. Provide, in accordance with established procedures and guidance, necessary staffing and resources to enable CIPS to accomplish its mission.

b. Assure that the Combined Intelligence Publishing Service Advisory Council (CIPSC) shall be composed of senior managers nominated by DIA, the National Security Agency, the Defense Mapping Agency, the Service intelligence components, the Unified Commands and other designated intelligence activities within the Department of Defense. The representatives shall attend periodic scheduled meetings as well as ad hoc meetings as required by the Director, CIPS.

c. Appoint a representative to the CIPSC who will act to carry out the responsibilities within member organizations on all IPPD activities required to implement the approved programs.

d. Assure that the Deputy Director, CIPS shall be nominated and funded by the intelligence activities (non-DIA) of the DoD Intelligence Community and will rotate among those activities every three years.

e. Assure that the CIPS Council shall:

(1) Be chaired by the Director, CIPS.


(2) Assist Director, CIPS in the development of IPPD procedures and guidance for the more effective and efficient management of IPPD activities.

(3) Support the Director, CIPS, and provide necessary information and assistance in determining requirements, arranging for and executing inter-component support agreements, and enabling the CIPS to carry out day-to-day operations in an effective and efficient manner.

(4) Convene joint working groups and/or committees as required.

G. EFFECTIVE DATE

This instruction is effective immediately.

  
Emmett Paige, Jr.  
Assistant Secretary of Defense  
(Command, Control, Communications  
and Intelligence)