

In today's information system environment, employees are likely to encounter information in the public domain through Internet searches, electronic newsletters, or social networking sites that is potentially classified by DOE or other government agencies. If an employee suspects that the information is classified, he or she should not comment on the information or incorporate the information into an unclassified document, since the disclosure of classified information in the public domain does not result in its automatic declassification. If there is any doubt as to the classification status of the information, you should discuss the information with your Classification Officer.

Cleared employees who work with classified information have special responsibilities. The Department of Energy has a longstanding policy that prohibits cleared Federal or contractor employees from commenting on classified information that appears in the public domain. Since the policy was issued, the ways we acquire, process, store, and disseminate information has changed dramatically and clarification about what constitutes a comment is necessary. Consequently, the Office of Classification has revised the "no comment" policy to take into account the changes in our information technology environment. A copy of the revised policy can be found on the Office of Classification's website at <http://www.hss.doe.gov/classification/regs.html>. If you are authorized access to classified information, please review the policy carefully to become fully aware of the activities that are permitted and when you need to seek assistance from your local Classification Officer or Classification Representative.

If you need more information or have any questions about the "no comment" policy, please contact Earl Hicks at [Earl.Hicks@Science.DOE.GOV](mailto:Earl.Hicks@Science.DOE.GOV) or Mark Thornock at [Mark.Thornock@Science.DOE.GOV](mailto:Mark.Thornock@Science.DOE.GOV).

***Our top priority is to satisfy our customers.  
We welcome your questions, comments, and suggestions.  
Phone: 301-903-5313  
E-Mail: SCSC***



**Please do not reply to this email because it will not reach any recipients.**