

## Appendix C

### RESTRICTIONS ON POSTING

C.1. **The Internet is used for exchange of information on a world-wide basis.** Corps personnel releasing information on the Internet must be sensitive to, and protect, the rights and interests of USACE. Within the context of information assurance, the CorpsWeb should not be treated any differently from any other potential vulnerability. Security of information on publicly accessible web sites must be viewed in the context of an organization's overall operation security posture.

#### C.2. **Information Prohibited from Placement on CorpsWeb**

C.2.1. Information that would adversely affect national security or threaten the privacy or personal safety of members of the Armed Forces and civilian employees, and typically falls under AR 340-21, AR 380-5, and AR 380-19.

C.2.2. Defense information labeled Confidential, Secret, Top Secret, and Sensitive Compartmented Information.

C.2.3. Sensitive but unclassified information, which requires protection from foreign intelligence services to ensure confidentiality.

C.2.3.1. Information involving intelligence activities.

C.2.3.2. Information involving cryptologic activities related to national security.

C.2.3.3. Information involving command and control of forces.

C.2.3.4. Information contained in systems that are an integral part of a weapon or weapon system.

C.2.3.5. Information contained in systems critical to the direct fulfillment of military or intelligence missions.

ER 25-1-99  
30 Jul 99

C.2.4. Sensitive but unclassified information dealing with medical care, Privacy Act data unless otherwise permitted, Freedom of Information Act Exemption 6 information, and certain types of financial, personnel management, contractual data, or logistics data.

C.2.5. Independent Government Estimates and contractors cost proposals.

C.2.6. Controlled-Unclassified Information. Unclassified information to which access or distribution limitations have been applied in accordance with national laws, policies, and regulations of originating country. It includes U.S. information determined to be exempt from public disclosure in accordance with AR 70-31 and AR 25-55 or subject to export controls in accordance with International Traffic in Arms Regulations or Export Administration Regulations.

C.2.7. Proprietary information will not be available to the public without the written concurrence of the proponent of the information.

C.2.8. Registered and unregistered logo marks of commercial/private enterprises.

C.2.9. Copyrighted material, including software, text and visual imagery will not be distributed on CorpsWeb without written approval of the owner of the copyright.

### **C.3. Information Restricted to Intranets.**

C.3.1. "For Official Use Only" information.

C.3.2. Working Papers and Drafts accumulated or created in preparation of finished documents and material will be kept within USACE until cleared for public release. The word "DRAFT" will be prominently displayed throughout the document.

C.3.3. Information about internal issues and workings of the Corps.

C.3.4. Names of employees stationed in foreign countries.

**C.4. Information which may be Placed on the Internet for Public Access.**

C.4.1. Information that is wholly within the mission and scope of the Corps of Engineers and is not restricted by the provisions of AR 360-5, Sections 3-1a, and 3-1b and AR 360-81.

C.4.2. Information normally released by the Public Affairs Officer to local newspapers, television, and radio stations.

C.4.3. Authoritative Articles. Authoritative articles, unless limited by law or regulation, are allowed on CorpsWeb with the caveat such opinions are within the knowledge and experience of the author. Include a disclaimer stating: "The views expressed in this article are those of the author and do not reflect the official policy or position of the Department of the Army, Department of Defense, or the U.S. Government."

C.4.4. Policy regarding unclassified photographs is referenced in DA Pam 25-91, Section 3-10, ... "Publication or commercial use of this material requires release by a U.S. Army Public Affairs Officer. Credit U.S. Army." A credit line with the photographer's name and office designation may be added with the photograph's insertion on the Internet. Still pictures are subject to the same safeguards and release requirements as other materials intended for release to the press, public, or individuals.

C.4.5. Information required to be released under the Freedom of Information Act.

C.4.6. Disclaimer statements concerning copyright status, endorsement, or liability will be used and appropriately applied as shown below.

C.4.6.1. Disclaimer of Copyright Status: "The United States Government retains a non-exclusive, royalty-free license to publish or reproduce these documents, or allow others to do so, for United States Government purposes. These documents may be freely distributed and used for non-commercial, scientific and educational purposes. Commercial use of this document may be protected under the United States and Foreign Copyright Laws.

ER 25-1-99  
30 Jul 99

Individual documents on this server may have different copyright conditions, and that will be noted in those documents."

C.4.6.2. Disclaimer of Endorsement: "Reference herein to any specific commercial products, process, or service by trade name, trademark, manufacturer, or otherwise, does not necessarily constitute or imply its endorsement, recommendation, or favoring by the United States Government. The views and opinions of authors expressed herein do not necessarily state or reflect those of the United States Government. The views and opinions of authors expressed herein do not necessarily state or reflect those of the United States Government, and shall not be used for advertising or product endorsement purposes."

C.4.6.3. Disclaimer of Liability: "With respect to this Web site, neither the United States Government nor any of their employees, makes any warranty, expressed or implied, including warranties of merchantability and fitness for a particular purpose, or assumes any legal liability or responsibility for the accuracy, completeness, or usefulness of any information, apparatus, product, or process disclosed, or represents that its use would not infringe privately owned rights."

C.4.6.4. An alternative for a Disclaimer given above is acceptable, provided that it is approved by local Office of Counsel.