
**INTELLIGENCE COMMUNITY DIRECTIVE
NUMBER 206**



**SOURCING REQUIREMENTS FOR
DISSEMINATED ANALYTIC PRODUCTS
(EFFECTIVE: OCTOBER 17, 2007)**

A. AUTHORITY: The National Security Act of 1947, as amended; the Intelligence Reform and Terrorism Prevention Act of 2004 (IRTPA); Executive Order 12333, United States Intelligence Activities, as amended; Executive Order 13355, Strengthened Management of the Intelligence Community, and other applicable provisions of law.

B. PURPOSE: This Intelligence Community (IC) Directive (ICD) establishes a Director of National Intelligence (DNI) requirement that disseminated analytic products must contain consistent and structured sourcing information for all significant and substantive reporting or other information upon which the product's analytic judgments, assessments, estimates, or confidence levels depend. Thorough and consistent documentation enhances the credibility and transparency of intelligence analysis and enables consumers to better understand the quantity and quality of information underlying the analysis.

C. APPLICABILITY: This ICD applies to the IC, as defined by the National Security Act of 1947, as amended, and other departments or agencies that may be designated by the President, or designated jointly by the DNI and the head of the department or agency concerned, as an element of the IC.

D. POLICY:

1. Analytic products that convey an organization's authoritative analysis and are disseminated to consumers outside the producing IC element shall contain source reference citations, as stipulated in Section E or subsequent policy issuances, unless an exemption is

sought and approved in accordance with paragraph D.6 of this document. Source citation content will be consistent with existing requirements to protect sensitive intelligence sources and methods and will be subject to established sanitization and disclosure restrictions before release or sharing.

2. Source reference citations shall be included as endnotes in disseminated analytic products. These endnotes shall be provided for all significant, substantive reporting or other information upon which the product's analytic judgments, assessments, estimates, alternative hypotheses and views, or confidence levels depend. Source reference citations shall include attributes stipulated in Section E. When the information cited might be dynamic or temporary (e.g., data base, file name, or Uniform Resource Locator (URL)), the originator shall record and retain a copy of the relevant data in an official record keeping system as a document of record, preferably in digital form.

3. IC elements are encouraged also to include source descriptors (see Glossary, Appendix A) in the body or main text of individual products, when such information is especially germane to a product's analytic judgments and available to the analyst.

4. Analytic assessments or other finished intelligence should not be cited as evidence for assertions of fact or as the sole or principal basis for analytic judgments, unless the original, underlying reporting is inaccessible. In such cases, the text or endnote should explicitly state that the underlying reporting is inaccessible. Previous analytic assessments may be cited to document or refer to previous or established analytic judgments or for additional background. Analytic products should cite original, underlying reporting whenever possible, taking into account whether the relevance and reliability of the reported information has changed over time.

5. In addition to source reference citations, disseminated analytic products shall include a prominently placed source summary statement (Appendix A) in the body or main text of the product unless exempted in accordance with paragraph D.6.b. This statement shall provide a concise summary regarding key source information used in the product, addressing factors such as potential strengths and limitations of available information, notable inconsistencies in reporting, important information gaps, or other factors that the producing organization deems relevant.

6. The producer must generate and retain a fully-sourced version of every disseminated analytic product-- including downgraded, sanitized, or tear-line products-- as a document of record and deposit it in an official record keeping system unless exempted in accordance with paragraph D.6.b. In addition to the record copy, an identical copy also will be submitted to the Library of National Intelligence (LNI) when it is operational.

a. If unanticipated circumstances make it unfeasible to comply with these sourcing requirements before a particular analytic product is disseminated, a fully sourced version of the product shall be generated as soon as feasible after the product is disseminated and shall be stored in accordance with paragraph D.6.

b. If an IC element foresees mission critical circumstances that it assesses will consistently prevent compliance with these sourcing requirements in all products of a particular product type, the IC element may request an exemption for that product type. Exemption requests should be submitted in writing to the Deputy Director of National Intelligence for Analysis (DDNI/A) for adjudication and must indicate the specific factors that render the requirements unfeasible for that product type.

7. For downgraded, sanitized, or tearline products, source reference citations should be modified or eliminated from the disseminated product if they could reveal sensitive source content and/or intelligence sources and methods. In intelligence products that include a tearline, the source citation references should be inserted after the body of the report, but before the tearline version. Source summary statements shall be retained and modified as required consistent with level of sanitization.

E. SOURCE REFERENCE CITATION ATTRIBUTES

1. Source reference citations shall take the form of endnotes keyed to the relevant point in the text. Each source reference citation to classified or unclassified reporting originated by an IC element should include the following source attributes, presented in the following order:

- a. Originator;
- b. A unique source identifier (e.g., report serial number, document name or number, image frame identification code, etc.);
- c. Agency internal identification or tracking number (when applicable);
- d. Date of publication of item;
- e. Date of information (when applicable);
- f. Document title or subject and, when applicable, title/subject classification;
- g. The paragraph or page number where the relevant information can be found (when applicable);
- h. The classification of the extracted information (when applicable);
- i. The overall classification of the source document cited, and
- j. Source descriptor (Appendix A), when the producing organization assesses that factors contained in a cited report or publicly available information may affect the quality or reliability of information in the specific report cited. When a report is being cited for the purposes of background, type "background" in this field. When a finished intelligence or

assessment report is being cited and for which the underlying sources are inaccessible, type “inaccessible underlying sources” in this field.

2. Source reference citations to information derived from an open-source publication not disseminated by the Open Source Center, such as books, magazine articles, journals, on-line publications, or Internet sites, shall also be rendered as endnotes and should include the following attributes, listed in the following order:

- a. Reference type, e.g., book or periodical, on-line publication, Internet site (blogs, wikis);
- b. Author (when applicable);
- c. Name of publication or Internet site;
- d. Title of article (when applicable);
- e. Date of publication or posting;
- f. Page number(s) (when applicable);
- g. URL (when applicable);
- h. Date of access (for on-line sources), and
- i. Source descriptor, when the producing organization assesses that factors contained in a cited report or publicly available information may affect the quality or reliability of information in the specific report cited. When a report is being cited for the purposes of background, type “background” in this field. When a finished intelligence or assessment report is being cited and underlying sources are inaccessible, type “inaccessible underlying sources” in this field.

3. Source referencing of intelligence disseminated by foreign intelligence liaison services shall be cited in a manner similar to that of material derived from U.S. collection. Taking into account differing classification markings and documentation methods in intelligence materials produced by foreign partners, IC elements that produce analytic products containing foreign reporting shall make every attempt to provide clear documentation of the reference material.

4. Source reference citations to information received from a foreign intelligence liaison service and not contained in subsequently released U.S. intelligence products shall at the minimum include the following attributes listed in the following order within the endnotes.

- a. Country of origin (whenever possible);
- b. A unique identifier (e.g., report serial number, document name or number);

- c. Agency internal identification or tracking number (when applicable);
 - d. Date of publication;
 - e. Date of information (when applicable);
 - f. Document title and, when applicable, title classification;
 - g. The classification of the extracted information (when applicable);
 - h. The overall classification of the source document and an equivalent U.S. classification, and
 - i. Source descriptor, when the producing organization assesses that factors contained in a cited report or publicly available information may affect the quality or reliability of information in the specific report cited. When a report is being cited for the purposes of background, type "background" in this field. When a finished intelligence or assessment report is being cited and the underlying sources are inaccessible, type "inaccessible underlying sources" in this field.
5. Whenever possible, citations should include a hyperlink to the source reference cited.

F. ROLES AND RESPONSIBILITIES:

1. The DDNI/A shall:
 - a. Assist and guide IC elements in their development of processes and training to implement this source referencing citation policy;
 - b. Monitor compliance and identify areas for improvement;
 - c. Adjudicate exemption requests.
2. The DNI Chief Information Officer (CIO) shall ensure that the LNI accommodates the source reference citations called for in this policy.
3. The Deputy Director of National Intelligence for Collection shall provide policy guidance and direction to the IC elements so that the content and format of disseminated intelligence collection reporting contains sufficient information to address all the requirements as specified in this ICD, consistent with protection of intelligence sources and methods.
4. IC elements shall:
 - a. Ensure this policy is implemented in their organizations;

- b. Ensure their employees have the necessary training, tools, and guidance to carry out this policy;
- c. Ensure the resources necessary to achieve these goals are included in programs and budgets;
- d. Ensure senior analytic managers are held accountable for supporting these actions and performing the steps required to implement them;
- e. Support the development and enhancement of IC enterprise-wide intelligence data standards by participation in the working level and decision bodies of the DNI CIO;
- f. Collaborate with appropriate Office of the Director of National Intelligence (ODNI) offices to develop and promulgate implementation guidelines for this policy and to develop standards to measure implementation progress;
- g. Report to the ODNI as directed on efforts to implement this directive, along with proposed program changes that affect intelligence production, analysis, or dissemination.

G. EFFECTIVE DATE: This ICD becomes effective on the date of signature.



Director of National Intelligence

17 OCT 07
Date

APPENDIX A-GLOSSARY

Authoritative analytic products: Any analytic product shared or disseminated outside of the producing organization that contains the sanctioned or official analytic judgment, opinion, or view of that organization.

Disseminated analytic products: Products containing intelligence analysis intended to convey authoritative agency, bureau, office, center, department, or IC analytic judgments and officially distributed to consumers outside the producing IC element.

Source descriptor: An explanation of factors contained in the cited report or publicly available information that the producing organization assesses may affect the quality or reliability of the information in the specific report cited. These factors may include, but are not necessarily limited to, completeness, precision or technical quality, context, or age/currency of the information. In the case of human sources, this explanation may include information that describes the level of access, past reporting record, or potential biases (e.g., political, personal, professional, or religious affiliations).

Source summary statement: A brief statement describing factors affecting the overall quality and reliability of the source upon which the analytic judgments within a given disseminated analytic product are based.

Tearline reporting: An automated or manual technique for separating an intelligence report into multiple portions separated by machine-or human-readable tearlines. A tearline section is the area in an intelligence report or finished intelligence product where the sanitized version of a more highly classified and/or controlled report is located. The sanitized information within the tearlines contains the substance of the more detailed information without identifying the sensitive sources and methods, allowing wider dissemination of the substantive intelligence information to authorized customers.