



## INTELLIGENCE COMMUNITY DIRECTIVE 404

### Executive Branch Intelligence Customers

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**A. AUTHORITY:** The National Security Act of 1947, as amended; Executive Order (EO) 12333, as amended; and other applicable provisions of law.

**B. PURPOSE:** This Directive establishes a framework for Intelligence Community (IC) engagement with intelligence customers in the executive branch of the U.S. Government.

#### C. APPLICABILITY

1. This Directive applies to the IC, as defined by the National Security Act of 1947, as amended, and to such elements of any other department or agency as may be designated an element of the IC by the President, or jointly by the Director of National Intelligence (DNI) and the head of the department or agency concerned.

2. For IC elements within departments, this Directive is intended to complement existing departmental policies. This Directive does not supersede any responsibilities such IC elements have to support the missions of their departments.

#### D. DEFINITIONS

1. Federal Senior Intelligence Coordinator (FSIC). A FSIC is the senior position within an individual executive branch department or agency that has been designated by the head of that organization upon request of the DNI, to serve as the primary liaison between the respective department or agency and the IC.

2. Intelligence Point of Contact (IPOC). IPOCs are personnel within individual executive branch departments and agencies who have been designated by their organization to act as a liaison with the IC.

3. Federal Intelligence Coordination Office (FICO). FICOs are offices within an individual executive branch department or agency that coordinate with the IC to support policy makers and other intelligence customers within their organizations.

#### E. POLICY

1. The DNI leads a coordinated effort to provide objective, timely, accurate, and insightful intelligence that is responsive to decisionmakers in the executive branch, hereinafter, "executive branch customers."

2. IC elements have established and developed an array of relationships with executive branch customers that have been, and will continue to be, essential to providing effective IC support to decisionmakers.

3. To further foster these productive relationships and to facilitate an understanding of the intelligence needs of customers and the ability of the IC to meet those needs:

a. IC element points of contact shall be made available to executive branch customers to facilitate initial and developing relationships and to support engagement on intelligence needs; and

b. IC elements shall accommodate designations by executive branch customers of liaisons for engagement with the IC on their intelligence needs. Such accommodation includes the provision of information, consistent with classification and control markings applied to the information in accordance with EO 13526 and IC policy.

4. IC elements' efforts to meet the intelligence needs of executive branch customers may, as appropriate, include the provision of capabilities to facilitate the discovery, access, retention or destruction of intelligence and intelligence-related information.

## **F. IMPLEMENTATION**

1. IC elements shall designate points of contact within their organizations to facilitate initial and developing relationships and to support engagements with executive branch customers.

2. As appropriate, IC elements shall work through liaisons designated by the executive branch customers.

a. These liaisons may include FSICs, IPOCs, or FICOs.

b. If no liaison has been designated by a customer's organization, the IC element is encouraged to consult with the Assistant DNI for Partner Engagement (ADNI/PE) to determine an appropriate point of contact regarding the intelligence needs of that organization.

3. In supporting executive branch customers' intelligence needs, an IC element's provision of capabilities to support discovery, access, retention and destruction of intelligence and intelligence-related information shall be consistent with IC policy and DNI guidance.

4. As provided in IC Information Sharing Executive (ISE) 00008, *Use of ICD 501 Dispute Resolution Process for Issues Relating to Attribute-Based Access Control*, executive branch customers whose personnel have a mission need for intelligence and intelligence-related information, and who believe the application of access control restrictions to specific information is inappropriate, may use the dispute resolution process outlined in IC Policy Guidance (ICPG) 501.2, *Sensitive Review Board and Information Sharing Dispute Resolution Process*, using their department or agency FSIC to address their concern with the appropriate IC Sensitive Review Board. FSICs may also, on behalf of specific personnel in their department or agency, seek access to information or systems not yet discoverable, and if denied, may use the dispute resolution process described in ICPG 501.2.

## **G. RESPONSIBILITIES**

1. The DNI will:

a. Through the ADNI/PE,

(1) Establish and lead fora to support this Directive;

(2) As appropriate, assist IC elements in their engagement with executive branch customers, particularly when an organization has not designated a liaison;

(3) Maintain and provide to IC elements a current list of FSICs, IPOCs, and FICOs, with contact information; and

(4) Publish a reference guide to facilitate engagement.

b. Through the IC ISE, address information sharing disputes arising from the implementation of this Directive, in accordance with ICPG 501.2.

c. Through the IC Chief Information Officer (CIO) and in accordance with ICD 502, *Integrated Defense of the Intelligence Community Information Environment*, maintain awareness of technical infrastructure connected to the IC Information Environment, including that which is provided to executive branch customers by IC elements to facilitate discovery, access, retention, or destruction of intelligence and intelligence-related information.

d. Through the National Counterintelligence Executive (NCIX), maintain the IC Sensitive Compartmented Information Facility (SCIF) repository in accordance with ICD 705, *Sensitive Compartmented Information Facilities* and associated IC standards.

2. The heads of IC elements shall:

a. Designate point(s) of contact including at least one at the unclassified level, as a point of entry for engagement with executive branch customers;

b. Make contact information for the point(s) of contact readily available on their element's classified and unclassified web sites for use by executive branch customers;

c. Provide the contact information for the point(s) of contact to the ADNI/PE;

d. Ensure that a customer's liaison is aware of the scope of the IC element's engagement with the liaison's organization;


e. Respond in a timely manner to intelligence needs communicated by an executive branch customer through the IC element's points of contact, informing the customer how the need will be met or why it will not be met;

f. Identify to the IC CIO any technical infrastructure connected to the IC Information Environment provided to executive branch customers to facilitate their discovery, access, retention, or destruction of intelligence and intelligence-related information;

g. Ensure the proper handling of classified information by their personnel in engagements with executive branch customers and their liaisons; and

h. Ensure timely input to the IC SCIF repository of required data on SCIFs, including those accredited for executive branch intelligence customers.

**H. EFFECTIVE DATE:** This Directive becomes effective on the date of signature.

  
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 Director of National Intelligence

22 July 2013  
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 Date