



# Department of Defense INSTRUCTION

NUMBER 5240.16

August 27, 2012

*Incorporating Change 1, Effective October 15, 2013*

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USD(I)

SUBJECT: Counterintelligence Functional Services (CIFS)

References: See Enclosure 1

1. PURPOSE. In accordance with the authority in DoD Directive (DoDD) 5143.01 (Reference (a)), this Instruction reissues DoD Instruction (DoDI) 5240.16 (Reference (b)), implements the policy in DoDD O-5240.02 (Reference (c)), assigns CIFS responsibilities, and identifies CIFS activities.
2. APPLICABILITY. This Instruction applies to OSD, the Military Departments, the Office of the Chairman of the Joint Chiefs of Staff and the Joint Staff, the Combatant Commands, the Office of the Inspector General of the Department of Defense, the Defense Agencies, the DoD Field Activities, and all other organizational entities within the DoD (hereinafter referred to collectively as the "DoD Components").
3. DEFINITIONS. See Glossary.
4. POLICY. It is DoD policy that DoD Components shall conduct authorized CIFS in support of mission requirements in accordance with Reference (c) and this Instruction.
5. RESPONSIBILITIES. See Enclosure 2.
6. RELEASABILITY. UNLIMITED. This Instruction is approved for public release and is available on the Internet from the DoD Issuances Website at <http://www.dtic.mil/whs/directives>.

7. EFFECTIVE DATE. This Instruction:

a. Is effective August 27, 2012.

b. Must be reissued, cancelled, or certified current within 5 years of its publication *to be considered current* in accordance with DoD Instruction 5025.01 (Reference (d)).

c. ~~If not, it w~~Will expire effective August 27, 2022 and be removed from the DoD Issuances Website *if it hasn't been reissued or cancelled in accordance with Reference (d)*.



Michael G. Vickers  
Under Secretary of Defense for Intelligence

Enclosures

1. References
2. Responsibilities

Glossary

ENCLOSURE 1

REFERENCES

- (a) DoD Directive 5143.01, "Under Secretary of Defense for Intelligence (USD(I)),  
November 23, 2005
- (b) DoD Instruction 5240.16, "DoD Counterintelligence Functional Services," May 21, 2005  
(hereby cancelled)
- (c) DoD Directive O-5240.02, "Counterintelligence," December 20, 2007
- (d) DoD Instruction 5025.01, "DoD Directives Program," ~~October 28, 2007~~  
*September 26, 2012, as amended*
- (e) DoD Instruction O-5100.93, "Defense Counterintelligence (CI) and Human Intelligence  
(HUMINT) Center (DCHC)," August 13, 2010
- (f) DoD Instruction 5240.10, "Counterintelligence (CI) in the Combatant Commands and  
Other DoD Components," October 5, 2011
- (g) DoD Directive 5240.06, "Counterintelligence Awareness and Reporting (CIAR),  
May 17, 2011
- (h) DoD Instruction 5205.10, "DoD Treaty Inspection Readiness Program (DTRIP),"  
February 20, 2009
- (i) DoD Instruction 2000.12, "DoD Antiterrorism (AT) Program," March 1, 2012
- (j) DoD Instruction 2000.16, "DoD Antiterrorism (AT) Standards," October 2, 2006
- (k) DoD Instruction 5240.22, "Counterintelligence Support to Force Protection,"  
September 24, 2009
- (l) DoD Directive 5230.20, "Visits and Assignments of Foreign Nationals," June 22, 2005
- (m) DoD Directive 5530.3, "International Agreements," June 11, 1987
- (n) DoD Instruction O-5240.21, "Counterintelligence (CI) Inquiries," May 14, 2009
- (o) DoD Instruction S-5240.17, "Counterintelligence Collection (U)," January 12, 2009
- (p) DoD Instruction 3305.11, "DoD Counterintelligence (CI) Training," March 19, 2007
- (q) DoD Instruction 5240.26, "Countering Espionage, International Terrorism, and the  
Counterintelligence (CI) Insider Threat," May 4, 2012
- (r) DoD Directive 5205.02E, "DoD Operations Security (OPSEC) Program," June 20, 2012
- (s) DoD Instruction O-5240.24, "Counterintelligence (CI) Activities Supporting Research,  
Development, and Acquisition (RDA)," June 8, 2011
- (t) DoD Instruction 5240.19, "Counterintelligence Support to Defense Critical Infrastructure  
Program," August 27, 2007
- (u) DoD Directive 5210.48, "Polygraph and Credibility Assessment Program,"  
January 25, 2007
- (v) DoD Instruction 5210.91, "Polygraph and Credibility Assessment (PCA) Procedures,"  
August 12, 2010
- (w) DoD Instruction 5240.05, "Technical Surveillance Countermeasures (TSCM) Program,"  
February 22, 2006
- (x) DoD 5105.21-M-1, "Department of Defense Sensitive Compartmented Information  
Administrative Security Manual," August, 1998
- (y) DoD Manual 5200.01, Volume 1, "DoD Information Security Program: Overview,  
Classification, and Declassification," February 24, 2012

- (z) DoD Manual 5200.01, Volume 3, “DoD Information Security Program: Protection of Classified Information,” February 24, 2012
- (aa) DoD 5200.2–R, “Personnel Security Program,” January, 1987
- (ab) DoD Instruction 5200.01, “DoD Information Security Program and Protection of Sensitive Compartmented Information,” October 9, 2008
- (ac) Secretary of Defense Memorandum, “Pilot Evaluation of Military Recruiting of Certain Legal, Non-Immigrant Aliens,” November 25, 2008
- (ad) DoD Manual 1348.33, Volume 3, “Manual of Military Decorations and Awards: DoD-Wide Performance and Valor Awards; Foreign Awards; Military Awards to Foreign Personnel and U.S. Public Health Service Officers; and Miscellaneous Information,” November 23, 2010
- (ae) DoD Instruction S-5240.23, “Counterintelligence (CI) Activities in Cyberspace (U),” December 13, 2010

ENCLOSURE 2  
RESPONSIBILITIES

1. UNDER SECRETARY OF DEFENSE FOR INTELLIGENCE (USD(I)). The USD(I) shall:

a. Serve as the OSD Principal Staff Assistant and advisor to the Secretary of Defense regarding CIFS.

b. Act as the final decision authority on CIFS issues that cannot be resolved by the DoD Components.

2. DEPUTY UNDER SECRETARY OF DEFENSE FOR INTELLIGENCE AND SECURITY (DUSD(I&S)). The DUSD(I&S), under the authority, direction, and control of the USD(I), shall:

a. Serve as the principal advisor to the USD(I) on CIFS.

b. Develop and recommend CIFS policy.

c. Serve as the OSD staff point of contact for issues related to CIFS.

d. Provide CIFS policy oversight.

e. Participate in DoD and national-level forums relating to CIFS.

3. DIRECTOR, DEFENSE INTELLIGENCE AGENCY (DIA). The Director, DIA, under the authority, direction, and control of the USD(I), ~~shall provide for centralized management of CIFS across the Defense Counterintelligence (CI) Enterprise and in accordance with DoDI O-5100.93 (Reference (e)) shall:~~

~~4. DIRECTOR, DEFENSE COUNTERINTELLIGENCE AND HUMAN INTELLIGENCE CENTER (DCHC). The Director, DCHC, under the authority, direction, and control of the Director, DIA, and in accordance with DoDI O-5100.93 (Reference (e)), shall:~~

~~a. Provide for centralized management of CIFS across the Defense Counterintelligence (CI) Enterprise.~~

~~a b. Serve as the CIFS functional manager.~~

~~b c. Develop, share, and recommend processes, procedures, performance measures, and tools to enhance the standardization and quality of CIFS.~~

*e d.* Evaluate DoD Component CIFS performance measures, resource information, and other data as required for the effective and efficient management of the Defense CI Enterprise.

**5.4. HEADS OF THE DoD COMPONENTS.** The Heads of the DoD Components shall:

a. Establish, develop, maintain, resource, manage, and oversee CIFS capabilities, as applicable.

b. Include applicable CIFS support in the memorandum of agreement established between a supported DoD Component and the supporting Military Department Counterintelligence Organization in accordance with DoDI 5240.10 (Reference (f)).

c. Integrate CIFS support into DoD Component planning and mission activities.

d. Ensure personnel conducting authorized CIFS activities are trained in accordance with Reference (c).

e. Document CIFS performance measures, resource information, and other data as required for effective and efficient management and provide to ~~DCIC~~ *DIA* upon request.

f. Provide appropriate CIFS to all DoD Component personnel.

g. Document CIFS activities into the USD(I)-approved CI information systems for DoD CI management and reporting.

h. Execute CIFS, which include, but are not limited to:

(1) Foreign intelligence, counterespionage, and international terrorist threat awareness briefings, debriefings, reporting, and training activities supporting the DoD Component CI program in accordance with DoDD 5240.06 (Reference (g)).

(2) Support to arms control and other international treaties in accordance with DoDI 5205.10 (Reference (h)).

(3) Support to the DoD antiterrorism and force protection programs to include participation in CI surveys and vulnerability assessments in accordance with DoDD 2000.12, DoDIs 2000.16, and 5240.22 (References (i) through (k)), excluding protective service operations.

(4) Support to Military Services, joint, combined, and coalition (multi-national) military operations and training exercises.

(5) Support to war planning.

- (6) Support to DoD foreign visitors program in accordance with DoDD 5230.20 and DoDD 5530.3 (References (l) and (m)).
- (7) CI inquiries in accordance with DoDI O-5240.21 (Reference (n)).
- (8) Liaison and collection activities not associated with DoDI S-5240.17 (Reference (o)).
- (9) CI training in accordance with DoDI 3305.11 (Reference (p)).
- (10) CI surveillance and surveillance detection in accordance with applicable law and policy.
- (11) CI insider threat identification and mitigation efforts in accordance with DoDI 5240.26 (Reference (q)).
- (12) CI support to operations security programs in accordance with DoDD 5205.02E (Reference (r)).
- (13) CI support to human intelligence collection, asset validation, and enabling activities in accordance with applicable law and policy.
- (14) CI support to research, development, and acquisition to include support to Supply Chain Risk Management that is not captured by the other CI functions in accordance with DoDI O-5240.24 (Reference (s)).
- (15) CI support to counterproliferation and countering weapons of mass destruction.
- (16) CI support to critical infrastructure protection that is not captured by the other CI functions in accordance with DoDI 5240.19 (Reference (t)).
- (17) Intelligence information reports generated as a result of information obtained from CIFS.
- (18) Specialized technical CIFS when authorized by the USD(I).
  - (a) Polygraph and credibility assessment support in accordance with DoDD 5210.48 and DoDI 5210.91 (References (u) and (v)).
  - (b) Technical surveillance countermeasures support in accordance with DoDI 5240.05 (Reference (w)).
- (19) CI support to security programs established by Reference (r), DoD 5105.21–M-1, DoD Manual (DoDM) 5200.01, Volumes 1 and 3, DoD 5200.2–R, and DoDI 5200.01 (References (x) through (ab)).

(20) CI support to the Military Accessions Vital to the National Interest Program in accordance with the Secretary of Defense memorandum (Reference (ac)).

(21) CI support to foreign award nominations in accordance with DoDM 1348.33, Volume 3 (Reference (ad)).

(22) CI support in the screening of contract linguist personnel, and local national personnel hired by DoD in overseas locations.

(23) CI support to cyber operations, including but not limited to, digital forensics and cyber vulnerability assessments in accordance with DoDI S-5240.23 (Reference (ae)).



GLOSSARY

PART I. ABBREVIATIONS AND ACRONYMS

CI	counterintelligence
CIFS	counterintelligence functional services
<del>DCHC</del>	<del>Defense Counterintelligence and Human Intelligence Center</del>
DIA	Defense Intelligence Agency
DoDD	DoD Directive
DoDI	DoD Instruction
DoDM	DoD Manual
DUSD(I&S)	Deputy Under Secretary of Defense for Intelligence and Security
USD(I)	Under Secretary of Defense for Intelligence

PART II. DEFINITIONS

These terms and their definitions are for the purposes of this Instruction.

CIFS. Defined in Reference (c).

CI missions. DoD CI responsibilities to support force protection; research, development, and acquisition; defense critical infrastructure; and countering espionage.