



# Department of Defense

## INSTRUCTION

NUMBER 3305.11  
March 19, 2007

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USD(I)

SUBJECT: DoD Counterintelligence (CI) Training

- References:
- (a) DoD Directive 5143.01, "Under Secretary of Defense for Intelligence (USD(I)),” November 23, 2005
  - (b) DoD Directive 5240.02, "DoD Counterintelligence (CI),” May 22, 1997
  - (c) DoD Directive 5105.67, "Department of Defense Counterintelligence Field Activity (DoD CIFA),” February 19, 2002
  - (d) DoD 8910.1-M, "DoD Procedures for Management of Information Requirements,” June 30, 1998

### 1. PURPOSE

Under the authority in Reference (a), this Instruction:

- 1.1. Implements policies in References (b) and (c) as they pertain to CI training responsibilities within the Department of Defense.
- 1.2. Assigns responsibilities for CI training and education standards.
- 1.3. Designates the Joint Counterintelligence Training Academy (JCITA) as the professional training and education institution for advanced joint DoD CI training.
- 1.4. Establishes the DoD CI Training Council (CITC) as an advisory body on CI training.

### 2. APPLICABILITY AND SCOPE

This Instruction applies to the Office of the Secretary of Defense (OSD), the Military Departments (including the Coast Guard when it is not operating as a Service in the Navy, under agreement with the Department of Homeland Security), the Chairman of the Joint Chiefs of 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 in the Department of Defense (hereafter referred to collectively as the "DoD Components"). The term "Military Services," as used herein, refers to the Active and Reserve Components of the Army, the Navy, the Air Force, the Marine Corps, and as provided above, the Coast Guard.

### 3. DEFINITIONS

CI Training. Institutional training in knowledge, skills, abilities, and core competencies unique to CI missions and functions .

### 4. POLICY

It is DoD policy that:

4.1. All CI training shall be operationally and technically sound and in accordance with applicable laws and regulations governing the activities of DoD Intelligence Components.

4.2. All personnel conducting CI activities shall attend formal CI training approved by either the Department of Defense or a Military Department.

### 5. RESPONSIBILITIES

5.1. The Under Secretary of Defense for Intelligence (USD(I)), in accordance with Reference (a), shall:

5.1.1. Provide policy, direction, and oversight for CI training to the DoD Components and assign Defense Intelligence Components CI training responsibilities as necessary.

5.1.2. Review DoD CI training and education programs and standards and provide recommendations to the Heads of the DoD Components.

5.1.3. Promulgate CI training guidance in accordance with the Strategic Planning Guidance, the Defense Intelligence Guidance, and other DoD policy guidance to ensure that CI training issues are identified during the program and budget build and during development of supplemental requests. The USD(I) shall review requests upon budget submission and provide additional guidance as needed.

5.1.4. Receive recommendations from the CITC and the DoD Components on policies, standards, responsibilities, or related matters on CI training.

5.1.5. Coordinate with the Under Secretary of Defense for Personnel and Readiness (USD(P&R)) to ensure synchronization of training and education efforts.

5.2. The Director of the DoD Counterintelligence Field Activity (DoD CIFA), under the authority, direction, and control of the USD(I), shall:

5.2.1. Conduct joint CI training and education through the operation of the JCITA.

5.2.2. Develop CI training and education standards in coordination with the Heads of the DoD Components.

5.2.3. Recommend standardized CI training and education criteria to the USD(I).

5.2.4. Recommend new CI approaches, including techniques, methods, and equipment, to the CITC for incorporation into DoD CI training efforts.

5.2.5. Develop and conduct assessments and evaluations of CI training and education and determine the effectiveness, efficiency, and compliance with DoD standards.

5.2.6. Submit DoD CI training resource requirements to USD(I) as candidates for inclusion in the Defense Planning Guidance.

5.2.7. Coordinate changes to advanced and joint CI training activities with the affected DoD Components.

5.2.8. Designate the Chair of the DoD CITC.

5.2.8.1. The CITC shall identify and validate CI training requirements and develop and recommend CI training and certification standards.

5.2.8.2. The CITC shall advise and assist the USD(I) on CI training, education, and certification matters contained in this Instruction regarding the oversight and implementation of DoD CI training and certification policy; the need for and allocation of DoD CI training resources; and new CI approaches, including techniques, methods, and equipment to the Director of DoD CIFA for incorporation into DoD CI training efforts.

5.2.8.3. The CITC membership shall include the CI training managers from each DoD Component with CI responsibilities; the Director, JCITA; the Director, Defense Academy for Credibility Assessment, and others as determined by the Chair.

5.2.9. Prepare an annual report for the USD(I) on the status of CI Training.

5.2.10. Provide resources to the JCITA to:

5.2.10.1. Establish pre-requisite standards and prioritization for admission to advanced CI training.

5.2.10.2. Review CI training within the Department of Defense to assure efficacy and eliminate redundancy.

5.2.10.3. Establish a training effectiveness program to validate CI training provided and assure that personnel are using the CI training.

5.3. The Under Secretary of Defense for Personnel and Readiness (USD(P&R)) shall coordinate with the USD(I) to ensure synchronization of training and education efforts.

5.4. The Heads of the DoD Components (with organic CI) shall:

5.4.1. Provide basic, specialized, and advanced CI through DoD approved CI training sources.

5.4.2. Recommend new CI approaches, including techniques, methods, and equipment, to the CITC for incorporation into DoD CI training efforts.

5.4.3. Coordinate changes to advanced and joint CI training activities with the Director, DoD CIFA.

5.4.4. Provide a representative to the CITC.

## 6. INFORMATION REQUIREMENTS

The annual report to the USD(I) on CI training is exempt from licensing in accordance with paragraphs C4.4.3 and C4.4.4 of DoD 8910.1-M (Reference (d)).

## 7. EFFECTIVE DATE

This Instruction is effective immediately.



MAR 19 2007

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