

JANNAF Policy on Papers and Presentations

The “JANNAF Paper/Presentation Clearance Form” must be submitted with the appropriate information and signature, indicating the approval of your government sponsor or program management to present and publish your paper.

JANNAF policy requires that you submit a publication clearance form along with your paper and presentation **prior to** the meeting. JANNAF adheres to its policy of NO Paper, NO Paper Clearance, NO Podium. Clearance forms are also required for presentations that are part of a Workshop or Specialist Session.

The form can be found on page 2.

Distribution Statement Usage in JANNAF

- Per DoD Directive 5230.24, distribution statements are meant for “secondary” distribution and cannot be modified.
- By signing the JANNAF Paper Clearance Form the releasing official is waiving the distribution statement criteria and releases the information to qualified government, industrial, and academic attendees who meet the JANNAF attendance requirements. Those recipients must then follow the distribution criteria or obtain authorization from the originating command for secondary distribution to entities who do not meet the distribution criteria.
- Publication of JANNAF papers: For anything other than statements A or C, only the metadata will be published in JDOC with a “Paper Available upon Request” statement listed in the supplementary notes.
- Presentations at JANNAF meetings: Should you have a more restrictive presentation that you wish to secure, please be sure to check the box on the clearance form underneath Releasing Authority.

Export Control Warning

All printed and electronic, including digital, technical documents that are determined to contain export-controlled technical data shall be marked as shown.

“WARNING – This document contains technical data whose export is restricted by the Arms Export Control Act (TITLE 22, U.S.C., Sec 2751 et. seq.) or the Export Administration Act of 1979 (Title 50, U.S.C., App. 2401 et. seq.), as amended. Violations of these export laws are subject to severe criminal penalties. Disseminate in accordance with provisions of DoD Directive 5230.25.”

Note:

- The Export Control Warning cannot be used alone if the technical paper is DoD/DoE funded.
- All technical documents using the reason “Critical Technology” or “Direct Military Support” also must add the Export Control Warning below the Distribution Statement.

Destruction Notice

All technical documents marked with distribution statements B, C, D, E, or F must also be marked with this Destruction Notice:

Classified documents, follow the procedures in DoD 5200.22-M, National Industrial Security Program Manual, Chapter 5, Section 7. Unclassified, limited documents: Destroy by any method that will prevent disclosure of contents or reconstruction of the document.

Generate a Distribution Statement

A distribution statement generator is available on the Author Information page of the current meeting web site. Use of this template will assure an adequate distribution statement that can simply be inserted in your paper and/or presentation.

To generate a distribution statement to cut and paste into your document, go to https://www.jannaf.org/mtgs/common_files/diststmtgen.html.

Destruction Notice

For assistance in completing this form, contact JHU WSE Energetics Research Group at 410-992-7300, x208, or by emailing Mary Gannaway at mtg@jhu.edu.

Paper / Presentation Clearance Form

Joint Army-Navy-NASA-Air Force (JANNAF)

Download and Save Form Before Completing

Presented at:

Title:

Author(s):

Organization Name:

Phone:

This is a U.S. Government-sponsored technical information exchange meeting. Attendance is restricted to invited U.S. citizens whose organization is certified with the Joint Certification Program Office (JCP) (1-800-352-3572; <http://www.dlis.dla.mil/jcp/>) for receipt of militarily-critical technical data (DD 2345) and has an appropriately classified contract or DoD/NASA sponsorship. Papers will be published by the JHU WSE Energetics Research Group (JHU WSE ERG).

Releasing Authority

The qualified releasing official is authorizing JHU WSE ERG, acting for JANNAF, to waive the distribution statement criteria and release the information to qualified government, industrial, and academic subscribers of JHU WSE ERG services who meet the JANNAF meeting attendance requirements. Those recipients must then follow the distribution criteria or obtain authorization from the originating command for secondary distribution to entities who do not meet the distribution criteria.

Does your presentation have other restrictions on who you can present it to in JANNAF? If so, provide reason below:

(WORK DONE UNDER GOVERNMENT CONTRACT OR GRANT REQUIRES GOVERNMENT OFFICIAL'S SIGNATURE FOR RELEASE.)

DoD Funded: work performed under DoD contract, subcontract, or grant (must have one of the distribution statements listed below).

Company or Privately Funded: may have distribution statements A, B, or E only

Other Government Funded: Includes NASA, DoE, etc. May have distribution statements A, B, or C and/or Export Control Warning

Security Classification of Paper: Unclassified Confidential Secret

Classified by:

Derived from:

Declassify on:

Government contract or grant number(s) under which work was performed:

Releasing Official's Name/Title:

Organization:

City:

Signature:

Phone:

Email:

Distribution Statements (Please select one applicable statement from the options below & include on p.1 of your paper)

Distribution A: Approved for public release; distribution is unlimited (may not be used w/ Export Control Warning or on classified documents).

Distribution B: Distribution authorized to US Government agencies only; (insert reason); (insert date of determination). Other requests for this document shall be referred to (insert controlling government office and address).

Reasons: Foreign Government Information; Administration/Operational Use; Critical Technology (add Export Control Statement); Software Documentation; Specific Authority; Premature Dissemination; Proprietary Information; Test and Evaluation; Contractor Performance Evaluation; Export Controlled (add Export Control Statement); Operations Security; Vulnerability Information

Distribution C: Distribution authorized to US Government agencies and their US contractors; (insert reason); (insert date of determination). Other requests for this document shall be referred to (insert controlling government office and address).

Reasons: Foreign Government Information; Administration/Operational Use; Critical Technology (add Export Control Statement); Software Documentation; Specific Authority; Export Controlled (add Export Control Statement); Vulnerability Information

Distribution D: Distribution authorized to the Department of Defense (DoD) and US DoD contractors only; (insert reason); (insert date of determination). Other requests shall be referred to (insert controlling DoD office).

Reasons: Foreign Government Information; Administration/Operational Use; Critical Technology (add Export Control Statement); Software Documentation; Specific Authority; Export Controlled (add Export Control Statement); Vulnerability Information

Distribution E: Distribution authorized to DoD Components only; (insert reason); (insert date of determination). Other requests shall be referred to (insert controlling DoD office and address).

Reasons: Direct Military Support (add ITAR Statement); Foreign Government Information; Premature Dissemination; Proprietary Information; Administration/Operational Use; Critical Technology (add Export Control Statement); Software Documentation, Test and Evaluation; Specific Authority; Contractor Performance Evaluation; Export Controlled (add Export Control Statement); Operations Security; Vulnerability Information

EXPORT CONTROL WARNING: All printed and electronic, including digital, technical documents that are determined to contain export-controlled technical data shall be marked as shown.

WARNING - This document contains technical data whose export is restricted by the Arms Export Control Act (Title 22, U.S.C., Sec 2751, et seq.) or the Export Administration Act of 1979 (Title 50, U.S.C., App. 2401 et seq.), as amended. Violations of these export laws are subject to severe criminal penalties. Disseminate in accordance with provisions of DoD Directive 5230.25.

If Distribution Statement B, C, D, or E has been checked above, please complete the following:

Reason:

Date of determination:

Controlling Office and Address: