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IN REPLY REFER TO
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NAVINSERV INSTRUCTION 003820.3

From: Director, Naval Investigative Service
To: Distribution List

Subj: Domestic Exploitation Activities (U)

Encl: (1) OPNAVINST 003820.16A

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Date: 23 FEB 8 Unit: M1377

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1. (U) Purpose. To promulgate enclosure (1) and to indicate the Naval Investigative Service responsibility thereto.

2. (S) Background. Enclosure (1) establishes policies and procedures for Department of the Navy participation in the Domestic Exploitation Program. It provides reporting guidance to Department of the Navy activities having individuals under their cognizance who plan to travel to Communist countries or to other nations of intelligence interest, or who participate in events where contact with nationals of such countries is expected.

3. (S) Action. NAVINSERV components are to maintain familiarity with enclosure (1) and upon request provide such support as may be required. This support may include making local file checks and inquiries on prospective travelers, effecting security and collection guidance briefings before travel, or debriefing and reporting results after travel. Such support tasks will be levied by Commander Naval Intelligence Command through NAVINSERVHQ.

E. G. Rifenburg
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Distribution: (See NAVINSERVINST 5605.1A)
Lists I, II, & III

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COMNAVINTCOM (NAVINTCOM-352) (3)

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DEPARTMENT OF THE NAVY
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OPNAV INSTRUCTION 003820.16A

From: Chief of Naval Operations
To: Distribution List

Subj: Domestic Exploitation Activities; implementation of (U)

Ref: (a) DIAM 58-11, Volume I (NOTAL)
(b) OPNAVINST 5510.1C

Encl: (1) Notice of Foreign Travel Format
(2) Notice of Intelligence Potential Format

1. (U) Purpose. The purpose of this instruction is to establish policies and procedures for Department of the Navy participation in the Domestic Exploitation Program.

2. (U) Cancellation. OPNAV Instruction 003820.16 is hereby superseded and cancelled.

3. (S) Background. The Domestic Exploitation Program is a collection program which provides for the intelligence exploitation of domestic based Military personnel, Department of Defense employees, contract personnel and consultants who come into contact with foreign individuals or facilities of intelligence interest. Major emphasis in this program is placed upon acquisition of intelligence information from nationals of Communist countries who participate in international events of intelligence significance or who are contacted during official or tourist travel abroad or within the United States. This program also encompasses the collection of intelligence information pertaining to non-Communist countries which may be of interest because of the international situation prevailing at any given time. The domestic exploitation program is participated in by all members of the Intelligence Community (State Department, CIA, DIA, and the Military Services). The Defense Intelligence Agency has been assigned the responsibility for coordination and policy review of the Department of Defense participation in this program. The Commander, Naval Intelligence Command (COMNAVINTCOM) is responsible for the conduct of the Navy participation. This instruction covers those aspects which fall under the purview of the Department of the Navy.

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4. (S) Definitions

a. Domestic Exploitation; is a collection program which provides for the effective intelligence exploitation of U.S. sponsored personnel who come into contact with Soviet/East European nationals, either through their participation in international conferences or through observations and contacts during their travel.

b. Notification of Foreign Travel (NOFT); is an advance notice of a planned trip by an individual to a denied area or intent to participate in an event in which contact with representatives/(representative) of a Soviet/East European country will occur. This action will insure that properly designated points of contact are notified of certain foreign travel by specified personnel who can subsequently be exploited as sources of valuable intelligence.

c. Notice of Intelligence Potential (NIP); is an announcement to the Intelligence Community of the existence of a Domestic Human Resource who will have access to the denied area or contact with Soviet/East European personalities, as an exchange participant, legal traveller, or an international conference attendee. A (NIP) also solicits intelligence requirements tailored for the event or trip in order to brief and debrief the source. The Commander, Naval Intelligence Command initiates all NIP's for the Department of the Navy.

d. Briefing; is the preparation or orientation of a person for a specific mission by describing the collection objective, areas or points to be observed, situation to be encountered, and methods to be employed.

e. Debriefing; is the process of extracting from a source the information gained during his contact with Soviet/East European personnel or his observations during denied area travel.

f. Travelers; are persons utilized in the Domestic Exploitation Program whose travel is sponsored by some Naval Activity and whose status is in one of the following categories;

- (1) Active duty personnel in a TDY status.
- (2) Reserve or retired service personnel on official orders.
- (3) Civil Service personnel.
- (4) Contractors, consultants or other civilians conducting business based on military appropriations.

5. (S) Domestic Exploitation Procedures. Procedures have been developed to permit all national level intelligence agencies to participate in the coordinated exploitation of domestic sources of intelligence information.

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The primary tools of this program are the (NOFT) and (NIP) which bring to the attention of appropriate elements of the intelligence community a collection opportunity afforded by domestic sources. In the case of a Navy Department traveler, the initial step in this process occurs whenever a Naval activity has under its cognizance a person who plans travel to a Communist country or non-Communist country of intelligence interest, or attendance at some event where contact with nationals of such countries is anticipated. The sponsoring activity prepares a (NOFT) on this traveler and forwards it to the Naval Intelligence Command where it is examined for its intelligence potential. Whenever a (NOFT) offers a potential significant enough to warrant exploitation, COMNAVINTCOM prepares and forwards a (NIP) to interested services and agencies. Any service or agency having intelligence requirements so notifies COMNAVINTCOM who will conduct coordination as required and brief the collection requirements to the traveler. The sponsoring activity is responsible for and shall administer security briefings to the traveler. In many instances the briefings, debriefings and exploitation of a Navy traveler may be conducted in conjunction with or unilaterally by other services or agencies. Upon completion of his trip, the traveler will be debriefed and an information report prepared by COMNAVINTCOM or other activity which might conduct the debriefing. Whether briefed prior to his trip or not, the traveler should prepare a trip report and submit it to his sponsoring activity who shall submit a copy to COMNAVINTCOM. Such reports should include as a minimum, information relating to state of the art in the Block or any unusual data or development of direct military interest within the traveler's particular field of competence. Biographic data on important Bloc personnel contacted during the trip is of continuing high interest.

6. (S) Action

a. Department of Navy activities having individuals under their cognizance who plan travel to Communist countries, other nations of intelligence interest, or events where contact with nationals of such countries is expected shall:

(1) Prepare a (NOFT) on the anticipated travel and forward it to COMNAVINTCOM (ATTN: NIC-352). NOFT's shall be prepared in the format set forth in enclosure (1). NOFT's should be submitted at least thirty (30) days prior to the travel date. When it is not possible to meet this time requirement, NOFT's should be submitted at the earliest feasible time.

(2) Prior to the travel, provide a security briefing to travelers they are sponsoring. Travelers shall be reminded of their responsibilities in safeguarding classified defense information under the provisions of DoD Directive 5200.14 Defense Security Briefings and reference (b).

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b. Upon receipt of (NOFT's), COMNAVINTCOM will:

(1) Select cases for exploitation based on traveler's potential to satisfy priority National and Navy intelligence requirements.

(2) Prepare NIP's and disseminate to appropriate elements of the Intelligence Community.

(3) Initiate security checks as required.

(4) Perform intelligence coordination functions for selected cases.

(5) Perform or participate in requirements briefings of travelers.

(6) Screen trip reports, preparing and disseminating resultant information reports as appropriate.

7. (S) Conclusion. The Domestic Exploitation Program properly administered and exploited can contribute significantly to the U.S. intelligence effort. However, to avoid embarrassment to the United States, possible hazard to participants, and loss of future collection potential, it is imperative the program be adequately protected from unauthorized disclosure and compromise. The extent and sensitivity of this program makes complete coordination at the national level mandatory.

Distribution;
(See Page 5)

F. J. Harlfinger
F. J. HARLFINGER, II
By direction

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NOTICE OF FOREIGN TRAVEL FORMAT (NOFT's)

1. Notice of Foreign Travel (NOFT's) will include the following information as a minimum:

- a. Full name.
 - b. Date and place of birth.
 - c. Citizenship or naturalization date.
 - d. Name and address of employer.
 - e. Security clearance.
 - f. Location and telephone number of office of assignment.
 - g. Professional fields of interest.
 - h. Linguistic capability.
 - i. Estimated date of departure and return, and mode of travel.
 - j. Narrative, to include itinerary, names of persons to be seen, purpose of travel, Government funds to be used.
 - k. Reporting office/organization.
 - l. Reporting officer, to include name, grade, position, and telephone number.
 - m. Date of reports.
2. NOFT's will be classified according to content, and should be unclassified if at all possible.
3. All of the above paragraphs are classified secret:

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Enclosure (1)

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NOTICE OF INTELLIGENCE POTENTIAL FORMAT (NIP)

1. Notice of Intelligence Potential (NIP) will include the following information as a minimum when issued;

a. Background of source, such as general field of endeavor, educational background.

b. Evaluation of traveler's collection capability.

c. Proposed itinerary and length of stay in each country, fields of interest, foreign installations and agencies to be visited, and specific dates if known.

d. Name, position, specialty, and any other pertinent information concerning foreign personnel who will be contacted.

e. Name, location, and telephone number of case officer.

f. Deadline for submission of requirements and location to which they should be forwarded.

g. A locally assigned case or control number for reference during future correspondence.

2. Positive identifying data such as the name of the traveler is not included in a NIP. NIP's are classified according to content and are always classified at least CONFIDENTIAL.

3. All of the above paragraphs are classified secret.

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Enclosure (2)

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