

UNITED STATES DEPARTMENT OF EDUCATION  
OFFICE OF MANAGEMENT

ASSISTANT SECRETARY

MEMORANDUM

TO: **Departmental Security Officer**  
Security Services

THROUGH: Director, Security Services  
Office of Management

FROM: Assistant Secretary

SUBJECT: Delegation of Authority - Executive Order 12958, Classified National Security Information

I. DELEGATION

Under the authority vested in me by a delegation from the Secretary, delegation control number EA/EM/273, certified on June 6, 2002, and subject to the reservations noted below, I hereby delegate to you, to your successor in function, and to anyone serving for you in an acting capacity, the authority to direct and administer the Classified National Security Information Program for the Department of Education in accordance with Executive Order 12958.

This delegated authority includes, but is not limited to, the following responsibilities:

- A. the authority to develop policies, procedures, and guidelines for the protection of classified information in accordance with Executive Order 12958;
- B. the authority to establish and maintain security education and training programs;
- C. the authority to establish and maintain an ongoing self-inspection program;  
and
- D. the authority to conduct investigations into the loss or possible compromise of classified national security information and forward the results of the investigation to the appropriate official for consideration of disciplinary action.

Unless otherwise specified in future delegations of authority, amendments to the authority delegated herein are included within the scope of this delegation.

II. RESERVATIONS

The authority to take disciplinary action for compromise of classified national security information is reserved to the Secretary.

III. REDELEGATION

No further redelegation of these authorities is authorized.

IV. CERTIFICATION AND EFFECTIVE DATE

This delegation is effective upon certification of the Department's Delegations Control Officer and supersedes EM/EMI/267 and EMI/EM1/268. I hereby ratify actions within the scope of this delegation taken by you prior to certification of this delegation.

\_\_\_\_\_/s/  
William J. Leiding

OGC Clearance and Date: /s/ Pamela Gault, 6/21/02

Certified Date: 6/25/02

Departmental Delegations Control Officer: /s/ Naty G. Beetle

Control Number: EMS/EMS/285