CHAIRMAN OF THE JOINT CHIEFS OF STAFF INSTRUCTION

Directive current as of 20 June 2011

J-6 CJCSI 6711.01B
DISTRIBUTION: A, B, C, J, S 25 June 2009

EXCHANGE OF COMMUNICATIONS

Reference: Memorandum of Agreement, 3 April 1964, "Memorandum of Agreement Between the Departments of State and Defense on the Exchange of Communications"

1. Purpose. To establish policy regarding the exchange of communications between the Department of State (DOS) and Department of Defense (DOD).

2. Cancellation. CJCSI 6711.01A, 10 October 2003, "Exchange of Communications," is canceled.

3. Applicability. This instruction applies to the combatant commands, USELEMNORAD, Services, and Defense agencies.

4. Policy. A memorandum of agreement dated 3 April 1964 between the Department of State and Department of Defense on the exchange of communications contains a provision stating, "It shall be the responsibility of all officers of the Departments of State and Defense to assure that communications originating in one Department and its field organizations which contain information that the other Department needs to know are exchanged expeditiously, without restriction because of sensitivity." This agreement replaced the Webb-Lovett Agreement of 1951.

5. Definitions. None.

6. Responsibilities

a. Actions required under this agreement are for the combatant commands, USELEMNORAD, Services, and Defense agencies to:

(1) Implement the above provision.

(2) Expedite dissemination of information to other interested government agencies.

(3) Reduce the need for readdressals by eliminating internal passing instructions in messages, such as "CJCS PASS TO WHITE HOUSE, STATE, SECDEF."

b. There is a continuing requirement for the combatant commands to include the Department of State as an information addressee on communications to the Chairman of the Joint Chiefs of Staff, Joint Staff, and Secretary of Defense if those exchanges are of direct interest to the Department of State. Once a determination is made that the Department of State should be addressed, the White House and DOS field organizations (as well as DNI and CIA, if applicable) should also be included as information addressees.

c. The foregoing also applies to communications designated as limited distribution and CODEWORD unless determined otherwise by originating command.

d. The combatant commanders should review their implementing instructions to subordinate commanders concerning this agreement.

7. Summary of Changes. This revision updates CJCSI 6711.01A's wording to emphasize sharing of all relevant communication beyond the formal "message" verbiage previously used. The majority of interorganizational communication is now done through the use of various collaborative tools, and the policy is updated to cover all forms of information transfer.

8. Releasability. This instruction is approved for public release; distribution is unlimited. DOD components (to include the combatant commands), other federal agencies, and the public may obtain copies of this instruction through the Internet from the CJCS Directives Home Page--
http://www.dtic.mil/cjcs_directives.

9. Effective Date. This instruction is effective upon receipt.

For the Chairman of the Joint Chiefs of Staff:

B. E. GROOMS
RDML, USN
Vice Director, Joint Staff

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