



DEPARTMENT OF THE ARMY  
49ER ARMY ROTC BATTALION  
UNIVERSITY OF NORTH CAROLINA AT CHARLOTTE  
9201 UNIVERSITY CITY BOULEVARD, MEMORIAL HALL  
CHARLOTTE NC 28223-0001

ATCC-DDN-CUC

15 March 2011

MEMORANDUM FOR 49er Battalion Cadre, Staff and Cadets

SUBJECT: Battalion Policy # 13, Information Assurance

1. References:

- a. DoDD 5200.01R, Information Security Program, dated January 1997.
- b. DoDD 8500.01, Information Assurance, dated October 2002.
- c. DoDD 8500.02, Information Assurance Implementation, dated February 2003.
- d. CJCSM 6510.01, Information Assurance Computer Network Defense, dated March 2005.

2. Purpose: We must insure that our information systems are protected and defended against exploitation, denial of service, and unauthorized access.

3. Summary: All personnel are charged to safeguard data to insure it is properly labeled, handled, stored, transported and disposed of. Everyone must recognize, react and respond to threats, vulnerabilities, and deficiencies. Cadre and staff must maintain the ability to digitally sign and encrypt official e-mail containing sensitive and/or critical information. A good rule of thumb is that unless you want to read it in a newspaper, you need to encrypt it. Unclassified information that should be encrypted may include:

- a. Information under the Privacy Act and the Health Insurance Portability and Accountability Act of 1996.
- b. Information for Official Use Only (FOUO).
- c. User names and passwords.
- d. Information found in routine DoD payroll, finance, logistics and personnel management systems.

6. The point of contact for this action is CPT Ramsey at (704) 687-8698.

A handwritten signature in black ink, appearing to read "G. McGinnis".

GARY L. MCGINNIS  
LTC, FA  
Commanding