



Foreign Affairs Manual

12 FAM – Diplomatic Security

Change Transmittal: DS-143

Date: February 12, 2009

12 FAM 270 SECURITY REPORTING REQUIREMENTS

Changes

1. This Change Transmittal issues a new subchapter, 12 FAM 270. 12 FAM 270 is designed to house personnel security reporting requirements and explains the initial and refresher security awareness briefings. Because this is a new subchapter, changes do not appear in italics and dark magenta.
2. **Change Transmittal** has replaced the term, Transmittal Letter. Change Transmittal was selected as being more appropriate in this age of electronic information transmission. The FAM volume's Change Transmittal acronym and numerical series remains in place.
3. Officers are reminded that Department-issued materials not codified in the Foreign Affairs Manual or its supplemental Foreign Affairs Handbook series generally have no regulatory validity (see 2 FAM 1115.2).

Filing Instructions (Paper Copies)

1. Insert 12 FAM 270 (CT:DS-143; 02-12-2009; 7 pages).
2. After inserting the material in the binder, insert this change transmittal letter immediately following the CT Checklist; then fill in the entry line for CT:DS-143, and initial.

Distribution Notice

1. The Foreign Affairs Manual and Handbooks (unclassified) official version can be found on the State Department's Intranet site.
2. All posts and offices keeping paper versions of the Foreign Affairs Manual are responsible for maintaining the FAM on a current basis (see 2 FAM 1116.5).

3. Use **KFAM** and **AINF** TAGS on **all** communications on FAM/FAH issues; direct questions concerning issuance, validity, and updating to A/ISS/DIR. Direct questions concerning substance and interpretations to the office indicated at the end of this change transmittal letter.

(DS/EX/MGT/PPD)