

5 FAH-2 H-430 HANDLING SYMBOLS

(CT:TEL-14; 07-28-2005)
(Office of Origin: IRM/BPC/RG)

5 FAH-2 H-431 CRITIC MESSAGES

(CT:TEL-14; 07-28-2005)
(State Only)

CRITIC is a handling symbol for telegrams that convey national security information that must be delivered to the highest levels of the U.S. Government as fast as possible.

5 FAH-2 H-431.1 CRITIC Procedures

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(State Only)

- a. CRITIC supersedes any other communications activity and the handling of any other telegrams, including FLASH telegrams.
- b. CRITICs conform to DOI-103 format, which contains special prosigns, routing indicators and operating signals. CRITIC text is very brief and to the point; usually no more than one or two lines of text.
- c. At posts abroad, the IPC maintains The Handbook of Standard Operating Procedures for Reporting Critical Information (CRITIC). Authorized CRITIC drafting officers and IM personnel must be familiar with the contents of this handbook for preparing CRITIC messages or conducting CRITIC EXERCISES.
- d. To familiarize all concerned with CRITIC procedures, CRITIC message and CRITIC EXERCISE procedures are to be included in post's Embassy Duty Officer's Handbook and/or a CRITIC briefing be is to be included on the employee check-in procedures upon arrival at post.
- e. The TERP V operations manual contains instructions for creating and storing canned CRITIC and CRITIC EXERCISE templates to expedite preparation and handling time.

5 FAH-2 H-431.2 How CRITIC Exercises are Conducted

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- a. IRM/OPS/MSO/MSMC/MCO (Messaging Center Officers) administers the CRITIC testing program and coordinates a CRITIC EXERCISE for each post annually.
- b. Post's management officer conducts the EXERCISE, which simulates the procedures for sending an actual CRITIC message. The Management Officer will receive a notification from IRM/OPS/MSO/MSMC/MCO to initiate a CRITIC EXERCISE.
- c. The Management Officer instructs the Embassy Duty Officer to prepare text for the CRITIC EXERCISE and to pass it to IPC for transmission. IPC formats the text, which includes the words CRITIC EXERCISE, in DOI-103 format using the pre-canned CRITIC EXERCISE template.
- d. No more than 10 minutes should elapse from the time the Embassy Duty Officer receives the EXERCISE text to the time acknowledgment is received from the Department.
- e. At the end of the exercise, the management officer documents the results in a telegram addressed to the Department using the attention indicator "FOR IRM/OPS/MSO/MSMC/MCO."
- f. Each EXERCISE should run smoothly and all officers involved should be thoroughly familiar with their respective roles in handling CRITIC Information.

5 FAH-2 H-432 THROUGH H-439 UNASSIGNED