



**NEW JERSEY ARMY NATIONAL GUARD**  
**JOINT FORCE HEADQUARTERS**  
**3650 SAYLORS POND ROAD**  
**JOINT BASE MCGUIRE-DIX-LAKEHURST, NEW JERSEY 08640-5606**

**ARMY BULLETIN NO. 1**

**11 August 2015**


**OPERATIONS SECURITY (OPSEC)**

1. **Purpose.** This memorandum prescribes the policy for Operations Security (OPSEC) within the New Jersey Army National Guard (NJARNG).
2. **References:**
  - a. AR 530-1, Operations Security, 26 September 2014.
  - b. JP 3-13.3, Operations Security, 4 January 2012.
3. **Applicability.** This bulletin applies to all Army National Guard (ARNG) units and members assigned to the State of New Jersey in conjunction with respective Major Army Command directives, as applicable.
4. OPSEC is a command responsibility. Every member of the force must practice proper OPSEC procedures as a continuous disciplined habit. Lives and mission accomplishment are at risk and proper use of OPSEC reduces that risk – significantly. I charge commanders and leaders at every level to train your organizations to enforce a disciplined application of OPSEC practices in all of your daily activities in and out of uniform.
5. Securing classified information is well understood and enforced, however, everyone must understand that sensitive *unclassified* information must also be protected and denied to our adversaries. Small bits of information can be fused together to reveal a larger picture. Sensitive information is unclassified information whose value may increase when multiplied in volume whether electronically, orally, or physically – sufficient enough to provide a potential adversary with critical information.
6. Sensitive or Critical Information that requires protection includes (but is not limited to):
  - a. Privacy Act Information or personal information regarding unit personnel or families.
  - b. Documents marked “For Official Use Only” or “Controlled Unclassified Information.”
  - c. Unit status, capabilities, vulnerabilities, limitations, and force protection measures.
  - d. Installation maps indicating key nodes, critical facilities, and infrastructure.
  - e. Communications and information system/network procedures and vulnerabilities.

f. Detailed travel itineraries and agendas of Leaders, Soldiers, and Airmen alike.

6. The importance of OPSEC requires constant vigilance. Individual OPSEC procedures must be adhered to in order to protect personnel and guarantee mission success. Compliance with this Joint Bulletin, in combination with Army Bulletin No. 2 (New Jersey National Guard Critical Information List) and Army Bulletin No. 3 (Disposal of Paper Documents and Electronic Media Containing Critical Information) will serve to facilitate the practice of OPSEC in the daily performance of our duties.

7. Point of Contact for this memorandum is LTC Jemal Beale, G-3, at [jemal.j.beale.mil@mail.mil](mailto:jemal.j.beale.mil@mail.mil) and/or telephone number 609-562-0752.



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