

# **5 FAH-2 H-430 HANDLING SYMBOLS**

(TL:TEL-1; 07-01-1998)

## **5 FAH-2 H-431 CRITIC, CRITIC EXERCISE**

(TL:TEL-1; 07-01-1998)  
(Uniform State/USAID/USIA)

a. 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. A CRITIC supersedes any other communications activity and the handling of any other telegrams. CRITICS conform to DOI-103 format, which contains special prosigns, routing indicators and operating signals and is of necessity brief, with no more than one or two lines of text. See *The Handbook of Standard Operating Procedures for Reporting Critical Information (CRITICS)* for specific guidance in preparing CRITICS and CRITIC EXERCISES. The TERP V operations manual contains instructions for creating canned CRITICS and CRITIC EXERCISES to expedite preparation.

b. To train IPC and post personnel in CRITIC procedures IRM/OPS/MSO/MSMC/CIB (Main State Messaging Center, Communication Information Branch) administers the CRITIC testing program and coordinates a CRITIC EXERCISE for each post annually. Post's administrative officer conducts the EXERCISE, which simulates the procedures for sending an actual CRITIC message. The duty officer prepares text for the CRITIC EXERCISE, IPC transmits text (including the words CRITIC EXERCISE) in DOI 103 format. Only 10 minutes should elapse from the time the duty officer receives the EXERCISE text to the time acknowledgment is received in the telegraphic processor. When participants have finished the EXERCISE, the administrative officer documents the results in a telegram addressed to the Department with the attention indicator FOR IRM/OPS/MSO/MSMC.

c. Each EXERCISE should run smoothly and all officers involved should be thoroughly familiar with their respective roles in handling CRITIC Information. To familiarize all concerned with CRITIC procedures, the ranking IRM officer at post may recommend that CRITIC EXERCISE procedures be included in post's Duty Officer's Handbook.

## **5 FAH-2 H-432 POUCH**

*(TL:TEL-1; 07-01-1998)*

*(Uniform State/USAID/USIA)*

a. The handling symbol POUCH is placed after a telegram addressee to indicate that the message for that addressee will be delivered by diplomatic pouch. This handling symbol is recommended for lengthy ROUTINE telegrams addressed to information addressees. POUCH may not be used for telegrams addressed to the Department.

b. See 5 FAH-2 H-253.1 for specific formatting and processing requirements for POUCH delivery.

## **5 FAH-2 H-433 THROUGH H-439 UNASSIGNED**