



# Department of Defense

## INSTRUCTION

NUMBER 3305.01  
December 22, 2006

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USD(I)

SUBJECT: National Defense Intelligence College (NDIC)

- References:
- (a) DoD Directive 3305.1, "Joint Military Intelligence College (JMIC)," January 14, 1998 (hereby canceled)
  - (b) Acting Deputy Secretary of Defense Memorandum, "DoD Directives Review - Phase II," July 13, 2005
  - (c) DoD Directive 5143.01, "Under Secretary of Defense for Intelligence," November 23, 2005
  - (d) Section 2161 of title 10, United States Code
  - (e) through (k), see Enclosure 1

### 1. REISSUANCE AND PURPOSE

This Instruction:

- 1.1. Reissues Reference (a) as an Instruction in accordance with the guidance in Reference (b) and the authority in Reference (c).
- 1.2. Renames the Joint Military Intelligence College (JMIC) as the National Defense Intelligence College.
- 1.3. Updates the mission, policy, organization and management, responsibilities and functions, relationships, and authorities of NDIC in accordance with Reference (d).

### 2. APPLICABILITY

This Instruction applies to the Office of the Secretary of Defense, the Military Departments (including the Coast Guard when it is not operating as a Service in the Navy, under agreement with the Department of Homeland Security), the Chairman of the Joint Chiefs of Staff, the Combatant Commands, the Office of the Inspector General of the Department of Defense, the Defense Agencies, the DoD Field Activities, and all other organizational entities in the Department of Defense (hereafter referred to collectively as the "DoD Components").

### 3. DEFINITIONS

Academic Affairs. Faculty appointments, promotions and organization, awarding of degrees, curriculum design and implementation, academic requirements for admission and graduation, academic research programs and publications, maintaining academic freedom, and related matters vital to the academic well-being of NDIC.

### 4. POLICY

It is DoD policy that:

4.1. Intelligence education and training shall have a high priority within the Department, given the indispensable role that intelligence plays in the successful conduct of military operations and activities and in carrying out the mission of the Department of Defense.

4.2. Accordingly, the Department of Defense shall have an academic institution of higher learning dedicated to the pursuit of intelligence education and research, to serve as the DoD lead for academic outreach in the field of intelligence, and to serve as the institution of higher learning in the Department regarding intelligence education.

4.3. NDIC shall fulfill the mission requirements outlined in section 5.

### 5. MISSION

NDIC shall:

5.1. Prepare intelligence professionals, both military and civilian, through education and research, to work with skill and dedication in identifying and effectively integrating foreign, military, and domestic intelligence in defense of the homeland and of U.S. interests abroad.

5.2. Place high priority on education and research to meet the combat and peacetime intelligence needs of the Department of Defense.

5.3. Enhance the competence of intelligence professionals attending NDIC through a variety of academic and educational programs, which include granting intelligence undergraduate and graduate degrees according to Reference (d), undertaking and disseminating intelligence research in the furtherance of those programs, and establishing and enforcing appropriate learning standards.

5.4. Act as the DoD primary point of contact for academic outreach regarding intelligence matters.

5.5. Contribute to the educational and professional career development of military and Federal civilian personnel who are pursuing careers in intelligence, defense policy and programs, homeland defense, or homeland security.

5.6. Continue the expansion of degree-program offerings, international programs, research, and academic outreach to Federal, public, and private colleges and universities as part of a continuing advancement toward university status.

## 6. ORGANIZATION AND MANAGEMENT

6.1. The President of NDIC shall be appointed by the Director of the Defense Intelligence Agency (DIA), with advice from the NDIC Board of Visitors, and in accordance with procedures outlined by the Commission on Higher Education of the Middle States Association of Colleges and Schools (hereafter referred to as the "Commission on Higher Education"). The President shall be a Senior Executive or an equivalent general officer or flag officer. The President shall be responsible for the academic affairs of NDIC, unless otherwise stipulated in this Instruction or separately by the Director of DIA.

6.2. The NDIC Board of Visitors shall be appointed by the Director of DIA in accordance with applicable laws and regulations, including appendix 2 to title 5 United States Code (Reference (e)) and DoD Directive 5105.4 (Reference (f)).

6.3. The NDIC military staff, civilian staff, and faculty of NDIC shall be selected by the President of NDIC with the concurrence of the Director of DIA. Military personnel shall be selected on an equitable basis from nominees submitted by the Secretaries of the Military Departments under the approved Joint Manpower Program in accordance with Chairman of the Joint Chiefs of Staff Instruction 1001.01 (Reference (g)).

6.4. The civilian staff shall be selected in accordance with applicable laws and regulations and DIA and NDIC personnel policies.

6.5. DIA shall bear all pay, allowances, and Permanent Change of Station (PCS) travel costs of civilians assigned to the staff and faculty of NDIC.

6.6. With advice and recommendations from the President of NDIC, the Director of DIA shall oversee administrative and logistical support furnished by the Secretaries of the Military Departments in accordance with DoD Instruction 4000.19 (Reference (h)).

## 7. RESPONSIBILITIES AND FUNCTIONS

7.1. The Under Secretary of Defense for Intelligence (USD(I)), in accordance with Reference (c), shall:

7.1.1. Provide overall supervision and policy oversight for intelligence education to the Defense Intelligence Components and assign Defense Intelligence education responsibilities, as necessary.

7.1.2. Review Defense Intelligence education programs and provide recommendations to the Heads of the DoD Components to ensure consistency and avoid duplication of effort.

7.1.3. Provide resource guidance pursuant to this Instruction to the Heads of the DoD Components, as appropriate.

7.2. The Director of DIA, under the authority, direction, and control of the USD(I), shall:

7.2.1. Exercise authority, direction, and control over the President of NDIC according to DoD Directive 5105.21 (Reference (i)) and provide administrative support to enable NDIC to expand education, research, and academic outreach responsibilities.

7.2.2. Provide direction to the President of NDIC to meet the expanding education, research, and academic outreach mission of NDIC.

7.2.3. Approve and provide direction to satellite programs established by the President of NDIC at locations other than Washington, D.C.

7.2.4. Approve the scope and objectives of research programs developed by NDIC.

7.2.5. Review and evaluate the performance of the President of NDIC and NDIC as an organization.

7.2.6. Report annually on the operations of the NDIC, including recommendations, through the USD(I) to the Secretary of Defense as applicable.

7.2.7. Provide program, budget, and financial administration for NDIC in accordance with Intelligence Community and DoD requirements for intelligence education.

7.2.8. Receive the findings and recommendations of the NDIC Board of Visitors.

7.3. The President of NDIC, under the authority, direction, and control of the Director of DIA, shall:

7.3.1. Manage NDIC academic affairs according to this Instruction and other guidance received from the Director of DIA, the USD(I), and the Secretary of Defense.

7.3.2. Determine NDIC faculty and staff assignments and organizational structure.

7.3.3. Maintain academic accreditation with the Commission on Higher Education.

7.3.4. Cooperate with other Intelligence Community and DoD educational and training entities.

7.3.5. Establish policies to maintain academic freedom and responsibility.

7.3.6. Establish and maintain an effective system of internal governance consistent with DIA policies and the guidelines of the Commission on Higher Education.

7.3.7. Establish criteria for the selection of students, enrollment goals, and allocation of enrollment goals to the Components.

7.3.8. Conduct and disseminate academic research on topics of significance to present and future intelligence missions.

7.3.9. Prepare military and DoD civilian personnel attending NDIC for command, staff, and policy-making positions related to intelligence at national, theater, and tactical levels during peacetime, crisis, and armed conflict.

7.3.10. Fulfill other duties and responsibilities, as assigned by the Director of DIA.

7.4. The Secretaries of the Military Departments shall bear all pay, allowances, and PCS travel costs of military personnel assigned to the staff and faculty of NDIC.

7.5. The Sponsoring Federal Department or DoD Component shall bear all pay, allowances, and travel costs of full-time students attending NDIC.

## 8. RELATIONSHIPS

8.1. In carrying out the responsibilities and functions of the chief executive officer of NDIC, the President of NDIC shall:

8.1.1. Obtain advice from the NDIC Board of Visitors, as necessary.

8.1.2. Coordinate and exchange academic and educational information with the DoD Components and other organizations having academic and educational responsibilities.

8.1.3. Make use of established facilities and services in the Department of Defense and other Government agencies, when practicable, to avoid duplication and achieve maximum efficiency and economy.

8.1.4. Consult and coordinate with other Governmental and non-governmental agencies on matters relating to the mission, programs, and other such activities as the President of NDIC deems appropriate.

8.2. The Heads of the DoD Components shall coordinate with the USD(I) or the Director of DIA, as applicable, on all matters relating to the mission, programs, and other such activities as the President of NDIC deems appropriate.

9. AUTHORITIES

The President of NDIC is specifically delegated the authority to:

9.1. Obtain reports, information, advice, and assistance consistent with DoD Directive 8910.1 (Reference (j)), as necessary to carry out assigned responsibilities and functions.

9.2. Communicate directly with appropriate representatives of the DoD Components, other executive departments and agencies, and members of the public, as appropriate, on matters related to the mission and programs of NDIC.

10. INFORMATION REQUIREMENTS

The annual report to the Secretary of Defense referred to in subparagraph 7.2.6. is exempted from licensing in accordance with paragraph C4.4.4. of DoD 8910.1-M (Reference (k)).

11. EFFECTIVE DATE

This Instruction is effective immediately.

 DEC 22 2006  
Stephen A. Cambone  
Under Secretary of Defense for Intelligence

Enclosures - 1

E1. References, continued

E1. ENCLOSURE 1

REFERENCES, continued

- (e) Appendix 2 to title 5, United States Code
- (f) DoD Directive 5105.4, "Department of Defense Federal Advisory Committee Management Program," February 10, 2003
- (g) Chairman of the Joint Chiefs of Staff Instruction 1001.01, "Joint Staff Manpower and Personnel Program," December 28, 2004
- (h) DoD Instruction 4000.19, "Interservice and Intragovernmental Support," August 9, 1995
- (i) DoD Directive 5105.21, "Defense Intelligence Agency (DIA)," February 18, 1997
- (j) DoD Directive 8910.1, "Management and Control of Information Requirements," June 30, 1998
- (k) DoD 8910.1-M, "DoD Procedures for Management of Information Requirements," June 1998