

recordkeeping requirements under the Paperwork Reduction Act of 1980 (44 U.S.C. 3501–3520).

#### List of Subjects in 32 CFR Part 247

Defense communications,  
Government publications, and  
Newspapers and magazines.

Accordingly, 32 CFR part 247 is revised to read as follows:

### PART 247—DEPARTMENT OF DEFENSE NEWSPAPERS AND CIVILIAN ENTERPRISE PUBLICATIONS

Sec.

- 247.1 Purpose.
- 247.2 Applicability.
- 247.3 Definitions.
- 247.4 Policy.
- 247.5 Responsibilities.
- 247.6 Procedures.
- 247.7 Information requirements.

#### Appendix A to Part 247—Funded Newspapers

#### Appendix B to Part 247—CE Publications

#### Appendix C to Part 247—Mailing of DoD Newspapers, CE Guides, and

#### Installation Maps; Sales and Distribution of Non-DoD Publications

#### Appendix D to Part 247—AFIS Print Media Directorate

#### Appendix E to Part 247—DoD Command Newspaper Review System

#### Appendix F to Part 247—Deputy Secretary of Defense Policy

#### Memorandum

**Authority:** 10 U.S.C. 121 and 133.

#### § 247.1 Purpose.

This part implements 32 CFR part 372 and implements policy, assigns responsibilities, and prescribes procedures concerning authorized DoD Appropriated Funded (APF) and Civilian Enterprise (CE) newspapers, CE guides, and installation maps in support of the DoD Internal Information Program.

#### § 247.2 Applicability.

This part:

(a) Applies to the Office of the Secretary of Defense (OSD), the Military Departments, the Chairman of the Joint Chiefs of Staff, the Unified Combatant Commands, the Defense Agencies, and the DoD Field Activities (hereafter referred to collectively as “the DoD Components”). The term “Military Services,” as used herein, refers to the Army, the Navy, the Air Force, the Marine Corps, and includes the Coast Guard when operating as a Military Service in the Navy.

(b) Does not apply to the *Stars and Stripes* (S&S) newspapers and business operations. S&S guidance is provided in 32 CFR part 246.

(c) The term Commander, as used in this part, also means Heads of the DoD Components.

#### § 247.3 Definitions.

*Civilian Enterprise (CE) guides and installation maps.* Authorized publications containing advertising that are prepared and published under contract with commercial publishers. The right to circulate the advertising in these publications to the DoD readership constitutes contractual consideration to pay for these DoD publications. The publications become the property of the command, installation, or intended recipient upon delivery in accordance with terms of the contract. Categories of these publications are:

(1) *Guides.* Publications that provide DoD personnel with information about the mission of their command; the availability of command, installation, or community services; local geography; historical background; and other information. These publications may include installation telephone directories at the discretion of the commander; however, separate CE telephone directories are not authorized.

(2) *Installation Maps.* Publications designed for orientation of new arrivals or for visitors.

*DoD newspapers.* Authorized, unofficial publications, serving as part of the commander’s internal information program, that support DoD command internal communication requirements. Usually, they are distributed weekly or monthly. DoD newspapers contain most, if not all, of the following elements to communicate with the intended DoD readership: command, military department, and DoD news and features; commanders’ comments; letters to the editor; editorials; commentaries; features; sports; entertainment items; morale, welfare, and recreation news and announcements; photography; line art; and installation and local community news and announcements. DoD newspapers do not necessarily reflect the official views of, or endorsement of content by, the Department of Defense.

(1) *CE newspapers.* Newspapers published by commercial publishers under contract with the DoD Components or their subordinate commands. The commander or public affairs office provides oversight and final approval authority for the news and editorial content of the paper. Authorized news and information

sources include the Office of the Assistant to the Secretary of Defense for Public Affairs (OATSD(PA)), AFIS, the Military Departments, their subordinate levels of command, and other Government Agencies. CE contractor personnel may provide material for use in the newspaper if approved by the commander or public affairs officer (PAO), as the commander’s representative. These newspapers contain advertising sold by the commercial publisher on the same basis as for CE guides and installation maps and may contain supplements or inserts. They become the property of the command, installation, or intended recipient upon delivery in accordance with terms of the contract.

(2) *Funded newspapers.* Newspapers published by the DoD Components of their subordinate commands using appropriated funds. The editorial content of these newspapers is prepared by the internal information section of the public affairs staff or other internal sources. Usually, these newspapers are printed by the Government Printing Office (GPO) or under GPO contract in accordance with Government printing regulations. 32 CFR part 397 specifies DPS as the sole DoD conduit to the GPO.

(3) *Overseas Unified Command (UC) newspapers.* Newspapers published for overseas audiences approved by the Assistant to the Secretary of Defense for Public Affairs (ATSD(PA)) to provide world, U.S., and regional news from commercial sources, syndicated columns, editorial cartoons, and applicable U.S. Government, Department of Defense, Component, and subordinate command news and information.

(4) *News bulletins and summaries.* Publications of deployed or isolated commands and ships compiled from national and international news and opinion obtained from authorized sources. News bulletins or summaries may be authorized by the next higher level of command when no daily English language newspapers are readily available.

*Inserts.* A flier, circular, or freestanding advertisement placed within the folds of the newspaper. No disclaimer or other labeling is required.

*Option.* A unilateral right in a contract by which, for a specified time, the Government may elect to acquire additional supplies or services called for by the contract, or may elect to extend the term of the contract.

#### Organizational Terms

(1) *Command.* A unit or units, an organization, or an area under the command of one individual. It includes