

DATA ITEM DESCRIPTIONForm Approved
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1. TITLE

A012, Operational Security (OPSEC) Standard Operating Procedures (SOP)/Physical Security SOP

2. IDENTIFICATION NUMBER**3. DESCRIPTION/PURPOSE**

Maintain an OPSEC and Security program by developing an Standing Operating Procedure (SOP)/Security Plan and submit it within 30 calendar days after contract award to the KO and COR.

4. APPROVAL DATE
(YYYYMMDD)**5. OFFICE OF PRIMARY RESPONSIBILITY (OPR)**
USAOTC G4**6a. DTIC APPLICABLE****6b. GIDEP APPLICABLE****7. APPLICATION/INTERRELATIONSHIP**

7. This data item description (DID) is uniquely applicable to OTC's Test Support Contract (TSC). It provides data required by specific OTC entries to obtain life cycle replacement assessments.

8. APPROVAL LIMITATION**9a. APPLICABLE FORMS****9b. AMSC NUMBER****10. PREPARATION INSTRUCTIONS**

10.1. The contractor shall provide an OPSEC SOP In Accordance With (IAW) Army Regulations 530-1,2-3a (3) and the Physical Security SOP IAW all OTC policies, ATEC, III Corps, and Fort Hood Physical Security procedures and regulations and all other DoD facility or installations.

10.2. The OPSEC SOP shall include a training plan that incorporates an initial OPSEC brief, continuous awareness, and annual OPSEC training. The SOP shall describe its responsibilities, and its measures.

10.3. The Physical Security SOP shall contain to both internal and external attack situations. It shall address the below critical elements with Emergency Evacuation, Safeguarding Classified Information, Reporting Bomb Threats, Demands, and Other Acts of Terrorism, Key Control, Access to Forward Test Centers, Night Vision Devices, and Sensitive Item Storage:

- a. Deterrence
- b. Detection
- c. Response
- d. Recovery
- e. Instructions

10.4. Contractor format is acceptable.

11. DISTRIBUTION STATEMENT

Distribution Statement A: Approved for public release; distribution is unlimited.