

**DEPARTMENT OF DEFENSE
CONTRACT SECURITY CLASSIFICATION SPECIFICATION**

(The requirements of the DoD Industrial Security Manual apply to all aspects of this effort)

1. CLEARANCE AND SAFEGUARDING

a. FACILITY CLEARANCE REQUIRED

TOP SECRET

b. LEVEL OF SAFEGUARDING REQUIRED

None

2. THIS SPECIFICATION IS FOR: (X and complete as applicable)

<input type="checkbox"/>	a. PRIME CONTRACT NUMBER	<input type="checkbox"/>	a. ORIGINAL (Complete date in all cases)	Date (YYYYMMDD)
<input type="checkbox"/>	b. SUBCONTRACT NUMBER	<input type="checkbox"/>	b. REVISED (Supersedes all previous specs)	Revision No.
<input checked="" type="checkbox"/>	c. SOLICITATION OR OTHER NUMBER W911W4-19-R-0001	Due Date (YYYYMMDD) 2018 12 31	<input type="checkbox"/>	c. FINAL (Complete Item 5 in all cases)

4. IS THIS A FOLLOW-ON CONTRACT? YES NO. If Yes complete the following

Classified material received or generated under _____ (Preceding Contract Number) is transferred to this follow-on contract

5. IS THIS A FINAL DD FORM 254? YES NO. If Yes complete the following

In response to the contractor's request dated _____, retention of the identified classified material is authorized for the period of _____.

6. CONTRACTOR (Include Commercial and Government Entity (CAGE) Code)

a. NAME, ADDRESS, AND ZIP CODE

This DD 254 is for solicitation purposes only. A Prime DD 254 will be issued upon the award of the contract.

b. CAGE CODE

c. COGNIZANT SECURITY OFFICE (Name, Address, and Zip Code)

7. SUBCONTRACTOR

a. NAME, ADDRESS, AND ZIP CODE	b. CAGE CODE	c. COGNIZANT SECURITY OFFICES (Name, Address, and Zip Code)
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8. ACTUAL PERFORMANCE

a. LOCATION USA INTELLIGENCE & SECURITY COMMAND - FT BELVOIR, - 8825 BEULAH STREET, FT BELVOIR, VA, 22060-5246	b. CAGE CODE W00YAA2	c. COGNIZANT SECURITY OFFICE (Name, Address, and Zip Code) USA INTELLIGENCE & SECURITY COMMAND - FT BELVOIR, - 8825 BEULAH STREET, FT BELVOIR, VA, 22060-5246
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9. GENERAL IDENTIFICATION OF THIS PROCUREMENT

PERFORM ENGINEERING TECHNICAL ASSISTANCE (ETA) SUPPORT AND STAFF SUPPORT FUNCTIONS FOR HQ INSCOM G7 DIRECTORATE.

10. THIS CONTRACT WILL REQUIRE ACCESS TO:

YES

NO

11. IN PERFORMING THIS CONTRACT, THE CONTRACTOR WILL:

YES

NO

a. COMMUNICATIONS SECURITY (COMSEC) INFORMATION	<input type="checkbox"/>	<input checked="" type="checkbox"/>	a. HAVE ACCESS TO CLASSIFIED INFORMATION ONLY AT ANOTHER CONTRACTOR'S FACILITY OR A GOVERNMENT ACTIVITY	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b. RESTRICTED DATA	<input type="checkbox"/>	<input checked="" type="checkbox"/>	b. RECEIVE CLASSIFIED DOCUMENTS ONLY	<input type="checkbox"/>	<input checked="" type="checkbox"/>
c. CRITICAL NUCLEAR WEAPON DESIGN INFORMATION	<input type="checkbox"/>	<input checked="" type="checkbox"/>	c. RECEIVE AND GENERATE CLASSIFIED MATERIAL	<input type="checkbox"/>	<input checked="" type="checkbox"/>
d. FORMERLY RESTRICTED DATA:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	d. FABRICATE, MODIFY, OR STORE CLASSIFIED HARDWARE	<input type="checkbox"/>	<input checked="" type="checkbox"/>
e. INTELLIGENCE INFORMATION:			e. PERFORM SERVICES ONLY	<input type="checkbox"/>	<input checked="" type="checkbox"/>
(1) Sensitive Compartmented Information (SCI)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	f. HAVE ACCESS TO U.S. CLASSIFIED INFORMATION OUTSIDE THE U.S., PUERTO RICO, U.S. POSSESSIONS AND TRUST TERRITORIES	<input checked="" type="checkbox"/>	<input type="checkbox"/>
(2) Non-SCI	<input checked="" type="checkbox"/>	<input type="checkbox"/>	g. BE AUTHORIZED TO USE THE SERVICES OF DEFENSE TECHNICAL INFORMATION CENTER (DTIC) OR OTHER SECONDARY DISTRIBUTION CENTER	<input type="checkbox"/>	<input checked="" type="checkbox"/>
f. SPECIAL ACCESS INFORMATION	<input type="checkbox"/>	<input checked="" type="checkbox"/>	h. REQUIRE A COMSEC ACCOUNT	<input type="checkbox"/>	<input checked="" type="checkbox"/>
g. NATO INFORMATION	<input checked="" type="checkbox"/>	<input type="checkbox"/>	i. HAVE A TEMPEST REQUIREMENT	<input type="checkbox"/>	<input checked="" type="checkbox"/>
h. FOREIGN GOVERNMENT INFORMATION	<input checked="" type="checkbox"/>	<input type="checkbox"/>	j. HAVE OPERATIONS SECURITY (OPSEC) REQUIREMENTS	<input checked="" type="checkbox"/>	<input type="checkbox"/>
i. LIMITED DISSEMINATION INFORMATION	<input type="checkbox"/>	<input checked="" type="checkbox"/>	k. BE AUTHORIZED TO USE THE DEFENSE COURIER SERVICE	<input type="checkbox"/>	<input checked="" type="checkbox"/>
j. FOR OFFICIAL USE ONLY INFORMATION	<input checked="" type="checkbox"/>	<input type="checkbox"/>			
k. OTHER (Specify) NIPRNET, SIPRNET, JWICS, NSANET access and ACCM access required.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	I. OTHER (Specify). SI/TK/G/HCS access and Threat Awareness Reporting Process (TARP) Training is required.	<input checked="" type="checkbox"/>	<input type="checkbox"/>

12. PUBLIC RELEASE. Any information (*classified or unclassified*) pertaining to this contract shall not be released for public dissemination except as provided by the industrial Security Manual or unless it has been approved for public release by appropriate U.S. Government authority. Proposed public release shall be submitted for approval prior to release



Direct



Through (*Specify*):

PUBLIC RELEASE OF SCI IS NOT AUTHORIZED.

to the Directorate for Freedom of Information and Security Review, Office of the Assistant Secretary of Defense (Public Affairs)* for review.

*In the case of non-DoD User Agencies, requests for disclosure shall be submitted to that agency.

13. SECURITY GUIDANCE. The security classification guidance needed for this effort is identified below. If any difficulty is encountered in applying this guidance or if any other contributing factor indicates a need for changes in this guidance, the contractor is authorized and encouraged to provide recommended changes: to challenge the guidance or classification assigned to any information or material furnished or generated under this contract; and to submit any questions for interpretation of this guidance to the official identified below. Pending final decision, the information involved shall be handled and protected at the highest level of classification assigned or recommended. (*Fill in as appropriate for the classified effort. Attach, or forward under separate correspondence, any document/guides/extracts referenced herein. Add additional pages as needed to provide complete guidance.*

SEE SECTION 13 CONTINUATION SECTION AT THE BOTTOM OF THIS FORM

14. ADDITIONAL SECURITY REQUIREMENTS. Requirements, in addition to ISM requirements, are established for this contract. (*If Yes, identify the pertinent contractual clauses in the contract document itself, or provide an appropriate statement which identifies the additional requirements. Provide a copy of the requirements to the cognizant security office. Use Item 13 if additional space is needed.*)



Yes



No

SEE SCI ADDENDUM

15. INSPECTIONS. Elements of this contract are outside the inspection responsibility of the cognizant security office. (*If Yes, explain and identify specific areas or elements carved out and the activity responsible for inspections. Use Item 13 if additional space is needed.*)



Yes



No

SEE SCI ADDENDUM

16. CERTIFICATION AND SIGNATURE. Security requirements stated herein are complete and adequate for safeguarding the classified information to be released or generated under this classified effort. All questions shall be referred to the official named below.

a. TYPED NAME OF CERTIFYING OFFICIAL

Eunice "Liz" Wright

b. TITLE

Industrial Security Specialist

c. TELEPHONE (*Include Area Code*)

(703) 428-4372

d. ADDRESS (*Include ZIP Code*)

8825 Beulah Street, Fort Belvoir, VA 22060-5246

e. SIGNATURE

17. REQUIRED DISTRIBUTION

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- a. CONTRACTOR
- b. SUBCONTRACTOR
- c. COGNIZANT SECURITY OFFICE FOR PRIME AND SUBCONTRACTOR
- d. U.S. ACTIVITY RESPONSIBLE FOR OVERSEAS SECURITY ADMINISTRATION
- e. ADMINISTRATIVE
- f. OTHERS AS NECESSARY

13. **SECURITY GUIDANCE.** The security classification guidance needed for this effort is identified below. If any difficulty is encountered in applying this guidance or if any other contributing factor indicates a need for changes in this guidance, the contractor is authorized and encouraged to provide recommended changes: to challenge the guidance or classification assigned to any information or material furnished or generated under this contract; and to submit any questions for interpretation of this guidance to the official identified below. Pending final decision, the information involved shall be handled and protected at the highest level of classification assigned or recommended. (Fill in as appropriate for the classified effort. Attach, or forward under separate correspondence, any document/guides/extracts referenced herein. Add additional pages as needed to provide complete guidance.)

10d. The contractor is permitted access to Formerly Restricted Data (FRD) that appear or may appear on the SIPRNET, JWICS, and NSANET in the performance of this contract. Access to FRD requires a final U.S. Government clearance at the appropriate level. Written concurrence of the KO is required prior to subcontracting.

10e1. SCI Access required. No public release of information authorized, public disclosure or confirmation of any subject related to the support contract is not authorized without first obtaining written approval from the CM.

10e2. Non-SCI Information is not releasable to contractor employees who have not received a clearance at the appropriate security level. Written concurrence of the CM is required prior to subcontracting. Access to Intelligence information required for performance.

10g. Personnel not assigned to a NATO staff position, but requiring access to NATO classified information, NATO COSMIC, NATO Secret or access to the NATO accredited SIPRNET terminals, must possess the equivalent FINAL or Interim U.S. Security Clearance based upon the appropriate personnel security investigation required. Personnel with access to NATO ATOMAL information must have the appropriate level FINAL U.S. Security Clearance. The government program/project manager is the designated representative that will ensure the contractor security manager and concerned employees are NATO briefed prior to access being granted. The contractor will maintain strict compliance in regards to NATO information IAW NISPOM Ch 10, Section 7. Prior approval from the CM is required for subcontracting.

10h. Foreign Government Information (FGI) is not releasable to contractor employees who have not received a FINAL clearance at the appropriate security level. Written concurrence of the CM is required prior to subcontracting.

10j. For Official Use Only (FOUO) Information generated and/or provided under this contract shall be safeguarded and marked as specified in DoD 5200.1-R.

10k. NIPRNET, SIPRNET, JWICS, NSANET Access, and ACCM Access. The contractor shall not access, download, or further disseminate any special access data (i.e. intelligence, NATO, COMSEC, etc.) outside the execution of the defined contract requirements and without the guidance and written permission of the KO. In the event that any special access is required the KO must modify the requirements for the DD Form 254. All contract personnel must follow requirements in the AR 25-2, Information Assurance and the INSCOM Acceptable Use Policy. ACCM Access is required. ACCM information is governed by DoDM 5200.01-Vol. 3, Information Security Program, and CJCS Manual 3213.02D, Joint Staff Alternative Compensatory Control Measures Program Management Manual, and supporting documentation for each ACCM, including security classification guides, program security plans, and governing directives.

11a. Contractor performance is restricted. Government agency or activity will provide security classification guidance for performance of this contract. Visit request to the CM and/or Security Management Office for need-to-know verification is done through JCAVS IAW Oct 2005 memo.

11f. Access to classified material outside of the United States is restricted to US Government Activities only.

11j. INSCOM OPSEC requirements provided under separate cover from CM.

11l. SI/TK/G, HCS and IC Badge accesses required to perform work on this contract. Threat Awareness Reporting Process (TARP) Training is required. Loss or suspension of required clearances as set forth on the DD254 will result in the contract's inability to perform in accordance with terms and conditions of this contract. As a result of this failure to perform, the contract is subject to termination under the appropriate termination clause herein. The government reserves the right to direct any contract employee to be removed from performance, directly or indirectly whenever there is probable cause to believe, on the basis of all the facts available, that such action is warranted in the interest of national security. This action shall be made whether or not the cause is deemed sufficiently warranted to terminate the contractor's or individual's security clearance. The government also reserves the right to remove any contractor for the purpose of conducting any investigation

CONTINUATION OF ITEM 13

US ARMY SCI ADDENDUM TO DD FORM 254, 31 May 2005

US ARMY SCI ADDENDUM TO DD FORM 254

XXX (1)-This contract requires access to Sensitive Compartmented Information (SCI). The Commander, US Army Intelligence and Security Command (INSCOM), acting on behalf of the DA Deputy Chief of Staff (DCS), G-2 is the Cognizant Security Authority (CSA) for the US Army, has exclusive security responsibility for all SCI released to the contractor or developed under the contract and held within the Contractor's SCI Facility (SCIF) or Co-utilization Agreement (CUA).

XXX (2)-The Defense Intelligence Agency (DIA) has security inspection responsibility for SCI and the Defense Security Service (DSS) retains responsibility for all collateral information released or developed under the contract and held within the DoD Contractor's SCIF. All DD Forms 254 prepared for contracts involving access to SCI under this contract must be processed through ACCS to the CM and Industrial Security Specialist for approval.

XXX (3)-The manuals, regulations, and directives checked below provide the necessary guidance for physical, personnel, and information security for safeguarding SCI, and are part of the security classification specification for this contract:

- (a)-ICD 503, Intelligence Community Information Technology Systems Security Risk Management, Certification and Accreditation
- XXX** (b)-ICD 704 Personnel Security Standards and Procedures Governing Eligibility for Access to Sensitive Compartmented Information and Other Controlled Access Program Information
 - (c)-IC Tech Spec-for ICD/ICS 705, Technical Specifications for Construction and Management of Sensitive Compartmented Information Facilities
- XXX** (d)-Signals Intelligence Security Regulations (SISR) (Available from the CM)
- XXX** (e)-Imagery Policy Series (Available from the CM)
- XXX** (f)-DoDM 5105 Vol 1 – 3 SCI Administrative Security Manual.
- XXX** (g)-AR 380-28, DA Special Security System
- XXX** (h)-AR 25-2, Information Assurance
- XXX** (i)-AR 380-381, Special Access Programs
- XXX** (j)-Army Handbook for SCI Contracts.
- XXX** (k)-Other

XXX (4)-Contract estimated completion date (**PERIOD OF PERFORMANCE ONLY**):
20190131 **(OR THE APPROVED EXENTION DATE)** **(NOTE: Option years are not to be included, as an option is not valid until exercised by the government.)**

XXX (5)-The name, telephone number, and email and mailing address of the Contract Monitor (CM) and alternate for the SCI portion of this contract are: Austin Hebert, Address: 8825 BEULAH STREET, FT BELVOIR, VA, 22060-5246, Phone: 703-706-1700, Email: austin.p.hebert.civ@mail.mil, Nelson Vidal, Address: 8825 BEULAH STREET, FT BELVOIR, VA, 22060-5246, Phone: 7037062257, Email: nelson.vidal.civ@mail.mil (Additionally, identify the Security POC, phone number, and email address at the contractor's/subcontractor's location): (The CM and the contractor security officer

must be registered in the Army Centralized Contracts and Security Portal (ACCS) at the level of contract, in order to process SCI actions)

XXX (6)-All DD Forms 254 prepared for contracts involving access to SCI under this contract must be processed through ACCS to the CM and Industrial Security Specialist for approval and to Contractor Support Element, USAINS COM, ACofs Security, G2 for review and concurrence of the awarded contract.

XXX (7)-Visit certification to DoD locations is not required, as need to know and accesses is verified at the visiting facility. Non DoD locations the contractor must process request for SCI visit certification(s) through ACCS to the CM for approval and to Contractor Support Element (CSE) for review and processing. Visit certification request must be submitted at least ten (10) working days prior to the visit. IC Badge required under this contract.

XXX (8)-Debriefings: All FSO's/CSSO's must properly debrief all contractors from SCI through ACCS. FSO/CSSO's must submit the debrief request NLT 7 days and NET 10 days before actual departure. FSO's/CSSO's will separate all contractors from JCAVS after completion of debriefing.

XXX (9)-The contractor will not reproduce any SCI related material without prior written permission of the CM.

XXX (10)-Security Classification Guides or extracts are attached or will be provided under separate cover.

____(11)-Electronic processing of SCI requires accreditation of the equipment in accordance with ICD 503 and AR 25-2. (Note: NATO security awareness briefing is required for access to JWICS indicated in blocks 10k or 11l of DD 254.).

____(12)-This contract requires a contractor Controlled Space or CUA

(13)-Request for Indoctrination/Debrief Authority

XXX (14)-This contract requires (SI) (TK) (G) (HCS) (Add others as required)

XXX (15)-The contractor will perform SCI work under this contract at the following location (Name of government or contractor activity, SCI SMO or CAGE Code):

Agencies: W00YAA2 - USA INTELLIGENCE & SECURITY COMMAND - FT BELVOIR
WNNGAA – 116TH MI BDE – FORT GORDON
W4GKAA2 – JSOC – FORT BRAGG
W6Z8AA2 – JFHQ-C, ARCYBER – FORT GORDON (WHITELAW/NSA-G)
W3NRAAL2 – NGA

____ (16)-The contractor identified in Block 6 is a Multiple Facility Organization (MFO) and is authorized to submit DD254 and SCI Addendum for the following SCI locations (Facility Name and CAGE Code).

XXX (17)-SCI Courier Requirements