

**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

Top Secret

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

<input type="checkbox"/>	a. PRIME CONTRACT NUMBER	
<input type="checkbox"/>	b. SUBCONTRACT NUMBER	
<input checked="" type="checkbox"/>	c. SOLICITATION OR OTHER NUMBER W911W4-04-R-00002	Due Date (YYYYMMDD) 20040315

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

<input checked="" type="checkbox"/>	a. ORIGINAL (Complete date in all cases)	Date (YYYYMMDD) 20040205
<input type="checkbox"/>	b. REVISED (Supersedes all previous specs)	Revision No. Date (YYYYMMDD)
<input type="checkbox"/>	c. FINAL (Complete Item 5 in all cases)	Date (YYYYMMDD)

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	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)

8. ACTUAL PERFORMANCE

a. LOCATION	b. CAGE CODE	c. COGNIZANT SECURITY OFFICE (Name, Address, and Zip Code)

9. GENERAL IDENTIFICATION OF THIS PROCUREMENT

INSCOM Worldwide Linguist Support Contract (recompete)

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 type="checkbox"/>	<input checked="" 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 checked="" type="checkbox"/>	<input type="checkbox"/>
d. FORMERLY RESTRICTED DATA:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	d. FABRICATE, MODIFY, OR STORE CLASSIFIED HARDWARE	<input type="checkbox"/>	<input checked="" type="checkbox"/>
e. INTELLIGENCE INFORMATION:			e. PERFORM SERVICES ONLY	<input checked="" type="checkbox"/>	<input 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 checked="" type="checkbox"/>	<input 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 type="checkbox"/>	<input checked="" type="checkbox"/>	i. HAVE A TEMPEST REQUIREMENT	<input type="checkbox"/>	<input checked="" type="checkbox"/>
h. FOREIGN GOVERNMENT INFORMATION	<input type="checkbox"/>	<input checked="" 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"/>	l. OTHER (Specify).	<input checked="" type="checkbox"/>	<input type="checkbox"/>
k. OTHER (Specify)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	POP is 1 July 04 - 31 Dec 09. SCI AIS processing is required.		

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

FORREST A. EVANS

b. TITLE

SFC/CONTRACT MONITOR

c. TELEPHONE (*Include Area Code*)

(703) 706-1458

d. ADDRESS (*Include ZIP Code*)

COMMANDER, USAINSCOM (ATTN: IAOP-OR-TTL 8825 BEULAH STREET
FORT BELVOIR, VA, VA 22060-5246

e. SIGNATURE

17. REQUIRED DISTRIBUTION

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.*

SEE ATTACHED U.S. ARMY ADDENDUM TO DD FORM 254 (1 PAGE)

DONALD T. VENNEMAN
CONTRACTOR OPERATIONS

USAINSCOM, CONTRACTOR SUPPORT ELEMENT
ATTN: IASE-CSE, BLDG 4554 LLWEWLLYN AVE
FT MEADE MD 20755-5910

CONTINUATION OF ITEM 13

US ARMY SCI ADDENDUM TO DD FORM 254, 12 February 2003

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 as 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) SCIF. 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. 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:

XXXDoD 5105.21-M-1, SCI Security Manual, Administrative Security

XXXDoD TS-5105.21-M-2, SCI Manual, COMINT Policy

XXXDoD TS-5105.21-M-3, TK policy

XXXDCID 6/3, Protecting Sensitive Compartmented Information within Information Systems

XXXDCID 6/9, Physical Security Standards for Sensitive Compartmented Information Facilities

XXXDIAM 50-4, DoD Intelligence Information System.

XXXDIAM 50-24, Security for Using Communications Equipment in a SCIF.

XXXAR 380-19, Information System Security

XXXAR 380-28, DA Special Security System

_____AR 380-381, Special Access Programs (SAPS).

XXXArmy Handbook for SCI Contracts.

XXXOther

XXX (2) Contract estimated completion date: 20051231 (**NOTE: Section "F" of the contract normally provides the Period of Performance. Option years are not to be included, as an option is not valid until exercised by the government.**)

XXX (3) The name, telephone number, email address and mailing address of the Contract Monitor (CM) for the SCI portion of this contract is: Evans, Forrest A faevans@inscom.army.mil 8825 BEULAH STREET FT BELVOIR, VA (Additionally, identify the Security POC & phone number and email address at the contractor's/subcontractor's location): TBD TBD TBD

XXX (4) All DD Forms 254 prepared for subcontracts involving access to SCI under this contract must be forwarded to the CM for approval and then to HQ INSCOM, ACofS Security, G2, Contractor Support Element (CSE) for review and concurrence prior to award of the subcontract.

XXX (5) The contractor will submit the request for SCI visit certifications through the CM for approval of the visit. The certification request must arrive at the Contractor Support Element at least ten (10) working days prior to the visit.

XXX (6) The contractor will not reproduce any SCI related material without prior written permission of the CM.

_____ (7) Security Classification Guides or extracts are attached or will be provided under separate cover.

XXX (8) Electronic processing of SCI requires accreditation of the equipment in accordance with DCID 6/3, DIAM 50-4, and AR 380-19 (Note: Check only if item 111 indicates that a requirement exists for SCI AIS processing.)

_____ (9) This contract requires a contractor SCIF.

XXX (10) This contract requires (SI) (TK) (G) (HCS) (Add others as required)

XXX (11) The contractor will perform SCI work under this contract at the following locations: TBD based on the contingency of requirement. Specific information will be included in the task order and a separate DD254 must be prepared for each task order.