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)*

☐	a. PRIME CONTRACT NUMBER	
☐	b. SUBCONTRACT NUMBER	
☒	c. SOLICITATION OR OTHER NUMBER: W911W4-06-R-0005	Due Date *(YYYYMMDD)*: 20060301

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

☒	a. ORIGINAL *(Complete date in all cases)*		Date *(YYYYMMDD)*: 20060109
☐	b. REVISED *(Supersedes all previous specs)*	Revision No.	Date *(YYYYMMDD)*
☐	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

The purpose of this work is to provide instruction, instructional assistance and support for intelligence analysts in the INSCOM G3, IOC / IDC, and associated nodes throughout INSCOM areas of operations and responsibilities, including specialized nodes such as the JIOC-I, and to support the transition of training and familiarization of all associated applications and functions to include transition of training support to institutional training systems.

10. THIS CONTRACT WILL REQUIRE ACCESS TO:	YES	NO	11. IN PERFORMING THIS CONTRACT, THE CONTRACTOR WILL:	YES	NO
a. COMMUNICATIONS SECURITY (COMSEC) INFORMATION	☐	☒	a. HAVE ACCESS TO CLASSIFIED INFORMATION ONLY AT ANOTHER CONTRACTOR'S FACILITY OR A GOVERNMENT ACTIVITY	☒	☐
b. RESTRICTED DATA	☐	☒	b. RECEIVE CLASSIFIED DOCUMENTS ONLY	☐	☒
c. CRITICAL NUCLEAR WEAPON DESIGN INFORMATION	☐	☒	c. RECEIVE AND GENERATE CLASSIFIED MATERIAL	☒	☐
d. FORMERLY RESTRICTED DATA:	☐	☒	d. FABRICATE, MODIFY, OR STORE CLASSIFIED HARDWARE	☒	☐
e. INTELLIGENCE INFORMATION:			e. PERFORM SERVICES ONLY	☐	☒
(1) Sensitive Compartmented Information (SCI)	☒	☐	f. HAVE ACCESS TO U.S. CLASSIFIED INFORMATION OUTSIDE THE U.S., PUERTO RICO, U.S. POSSESSIONS AND TRUST TERRITORIES	☒	☐
(2) Non-SCI	☒	☐	g. BE AUTHORIZED TO USE THE SERVICES OF DEFENSE TECHNICAL INFORMATION CENTER (DTIC) OR OTHER SECONDARY DISTRIBUTION CENTER	☐	☒
f. SPECIAL ACCESS INFORMATION	☐	☒	h. REQUIRE A COMSEC ACCOUNT	☐	☒
g. NATO INFORMATION	☐	☒	i. HAVE A TEMPEST REQUIREMENT	☐	☒
h. FOREIGN GOVERNMENT INFORMATION	☐	☒	j. HAVE OPERATIONS SECURITY (OPSEC) REQUIREMENTS	☐	☒
i. LIMITED DISSEMINATION INFORMATION	☐	☒	k. BE AUTHORIZED TO USE THE DEFENSE COURIER SERVICE	☐	☒
j. FOR OFFICIAL USE ONLY INFORMATION	☐	☒	l. OTHER *(Specify)*.	☐	☒
k. OTHER *Specify)*	☐	☒			

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. Request to release of other than SCI must be approved by the contract monitor.

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	b. TITLE	c. TELEPHONE *(Include Area Code)*
ROBERT G. PETTIT	CONTRACT MONITOR	703-706-2824

d. ADDRESS *(Include ZIP Code)*

HQ USAINSCOM 8825 BEULAH STREET
FORT BELVOIR, 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

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.*

10e. See Attachment 1

11c. Classified material shall be safeguarded and marked in accordance with the National Industrial Security Program Operating Manual. Instructions governing security classification downgrading and/or declassification of documents generated by the contractor will be provided by the COR for each individual task order.

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

17f. (Continued) 1. Contract Support Element; 2. Contract Monitor; 3. Contractor CSSO/FSO
MAIL ADDRESS FOR CSE:
COMMANDER, USAINSCOM
CONTRACTOR SUPPORT ELEMENT, ATTN: IASE-CSE
FORT GEORGE G. MEADE, MD 20755-5801

for

BERNARD HILLER
CSE/Industrial Security Specialist
CONCUR/~~NONCONCUR~~ 1/10/06

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

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
XXXSignals Intelligence Security Regulations (SISR) (Available from the CM)
XXXImagery Policy Series (Available from the CM)
_____DCID 6/3, Protecting Sensitive Compartmented Information within Information Systems
_____DCID 6/9, Physical Security Standards for Sensitive Compartmented Information Facilities
_____AR 25-2, Information Assurance
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: 20060430 **(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: Pettit, Robert G (703)706-2824 rgpetti@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 (The Contract Monitor and the contractor security must be registered in the Army Contractor Automated Verification System (ACAVS) in order to process SCI actions)

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.

_____ (8) Electronic processing of SCI requires accreditation of the equipment in accordance with DCID 6/3, and AR 25-2 (Note: Check only if item 11l indicates that a requirement exists for SCI IS 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: The contractor will perform SCI work under this contract at the following locations: HQ, USAINSCOM, 8825 Beulah Street, Fort Belvoir, VA 22060-5246, CONUS and OCONUS U.S. installations as directed by the Contract Monitor.