

DEPARTMENT OF DEFENSE CONTRACT SECURITY CLASSIFICATION SPECIFICATION <b style="color: red;">PLANNING DOCUMENT ONLY <i>(The requirements of the DoD Industrial Security Manual apply to all security aspects of this effort.)</i>				1. CLEARANCE AND SAFEGUARDING a. FACILITY CLEARANCE REQUIRED SECRET			
				b. LEVEL OF SAFEGUARDING REQUIRED <p style="text-align: center;">SECRET</p>			
2. THIS SPECIFICATION IS FOR (X and complete as applicable)			3. THIS SPECIFICATION IS: (X and complete as applicable)				
	a. PRIME CONTRACT NUMBER		X	a. ORIGINAL (Complete date in all cases)	Date (YYYYMMDD)		
	b. SUBCONTRACT NUMBER			b. REVISED (Supersedes all previous specs)	Revision No. Date (YYYYMMDD)		
X	c. SOLICITATION OR OTHER NUMBER PEO-STRI-14-W003	Due Date (YYYYMMDD)		c. FINAL (Complete Item 5 in all cases)	Date (YYYYMMDD)		
4. IS THIS A FOLLOW-ON CONTRACT? <input type="checkbox"/> YES <input checked="" type="checkbox"/> 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? <input type="checkbox"/> YES <input checked="" type="checkbox"/> 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)			
TBD							
7. SUBCONTRACTOR							
a. NAME, ADDRESS, AND ZIP CODE		b. CAGE CODE		c. COGNIZANT SECURITY OFFICE (Name, Address, and Zip Code)			
8. ACTUAL PERFORMANCE							
a. LOCATION		b. CAGE CODE		c. COGNIZANT SECURITY OFFICE (Name, Address, and Zip Code)			
TBD							
9. GENERAL IDENTIFICATION OF THIS PROCUREMENT Software, Networks, Information and Modeling & Simulation (SNIM). Provide R&D and AA&S services focused on enhancing the productivity of the Defense Research and Engineering community in performing their mission of ensuring that Warfighters today and tomorrow have superior and affordable technology to support their missions. Specific areas of focus include 1) Information Assurance, 2) Software Data Analysis, 3) Modeling & Simulation, and 4) Knowledge Management & Information Sharing.							
10. THIS CONTRACT WILL REQUIRE ACCESS TO:							
	YES	NO	11. IN PERFORMING THIS CONTRACT, THE CONTRACTOR WILL:				
a. COMMUNICATIONS SECURITY (COMSEC) INFORMATION	X	-	a. HAVE ACCESS TO CLASSIFIED INFORMATION ONLY AT ANOTHER CONTRACTOR'S FACILITY OR A GOVERNMENT ACTIVITY		X		
b. RESTRICTED DATA		X	b. RECEIVE CLASSIFIED DOCUMENTS ONLY		X		
c. CRITICAL NUCLEAR WEAPON DESIGN INFORMATION		X	c. RECEIVE AND GENERATE CLASSIFIED MATERIAL	X			
d. FORMERLY RESTRICTED DATA		X	d. FABRICATE, MODIFY, OR STORE CLASSIFIED HARDWARE	X			
e. INTELLIGENCE INFORMATION			e. PERFORM SERVICES ONLY		X		
(1) Sensitive Compartmented Information (SCI)		X	f. HAVE ACCESS TO U.S. CLASSIFIED INFORMATION OUTSIDE THE U.S., PUERTO RICO, U.S. POSSESSIONS AND TRUST TERRITORIES		X		
(2) Non-SCI		X	g. BE AUTHORIZED TO USE THE SERVICES OF DEFENSE TECHNICAL INFORMATION CENTER	X			
f. SPECIAL ACCESS INFORMATION		X	h. REQUIRE A COMSEC ACCOUNT	X			
g. NATO INFORMATION		X	i. HAVE TEMPEST REQUIREMENTS		X		
h. FOREIGN GOVERNMENT INFORMATION		X	j. HAVE OPERATIONS SECURITY (OPSEC) REQUIREMENTS	X			
i. LIMITED DISSEMINATION INFORMATION		X	k. BE AUTHORIZED TO USE THE DEFENSE COURIER SERVICE	X			
j. FOR OFFICIAL USE ONLY INFORMATION	X		l. OTHER (Specify)		X		
k. OTHER (Specify)		X					

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)

US Army PEO STRI (Public Affairs Office) and Contracting Officer's Representative
12350 Research Parkway **12350 Research Parkway**
Orlando, FL 32826-3276 **Orlando, FL 32826-3276**

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, request for disclosure shall be submitted to that agency.

13. SECURITY GUIDANCE. The security classification guidance needed for this classified 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 the 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 classification effort. Attach, or forward under separate correspondence, any documents/guides/extracts referenced herein. Add additional pages as needed to provide complete guidance.)

******For questions concerning this DD254 please contact Marco Mayor (407) 208-3028 or****
 Donny Clayton (407) 208-3440**

“See Item 13 Security Guidance Continued Sheet.”

14. ADDITIONAL SECURITY REQUIREMENTS. Requirements in addition to ISM requirements are established for this contract. (If Yes, identify the Yes No pertinent contractual clauses in the contract document itself, or provide an appropriate statement which identifies the additional requirements. Provide a copy of the requirement to the cognizant security office. Use Item 13 if additional space is needed.)

15. INSPECTIONS. Elements of this contract are outside the inspection responsibility of the cognizant security office. (If Yes, explain and identify specific Yes No areas or elements carved out and the activity responsible for inspections. Used Item 13 if additional space is needed.)

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 Craig D. Thornley	b. TITLE Contracting Officer's Security Representative	c. TELEPHONE (Include Area Code) (See Item 13)
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d. ADDRESS (Include Zip Code)
 PEO STRI
 ATTN: PEO STRI-CIO
 12350 Research Parkway
 Orlando, FL 32826-3276

- 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. ADMINISTRATION CONTRACTING OFFICER
 - f. OTHER AS NECESSARY

e. SIGNATURE

ITEM 13 SECURITY GUIDANCE:

1. The following items apply to this contract.

GENERAL GUIDANCE:

1. The contractor shall comply with (1) the Security Agreement (DD Form 441) including the National Industrial Security Program Operating Manual (DoD 5220.22-M) and (2) any revisions to that manual, notice of which has been furnished to the contractor.
2. The contractor's employees requiring access to government or another cleared contractor's facilities where proof of a security clearance is required, the contractor shall meet the security access requirements specified by the host and/or owner of those facilities.
3. The contractor shall not disclose classified or unclassified information pertaining to this contract to the public, without prior review and approval. Requests for public release shall be submitted 10 working days in advance to the address specified in block 12.
4. Prior to granting an employee access to classified materials, the contractor shall brief employees with regard to their obligation to comply with the terms of this document. The contractor's employees shall be debriefed when access to the material is terminated. A list of all employees who have had access to the classified information during the performance period of this Delivery Order shall be maintained by the company and be available for Defense Security Service (DSS) inspection.
5. The contractor may award subcontracts in furtherance of this effort. If access to classified information is required, the prime contractor is responsible to ensure compliance by the subcontractor for all security requirements. Copies of all subcontractor DD Forms 254 shall be forwarded to the Contracting Officer and the PEO STRI Security Office at the address listed in block 16d.
6. No security classification guide exists which is directly applicable to this effort. If, during this effort, it becomes necessary to create classified documentation for which there is no clear classification authority, the contractor shall notify the contract monitor, who will seek the assistance and appropriate guidance from the PEO STRI Security Office.
7. The contractor shall comply with security procedures in effect at government sites visited, and where contract work takes place. Contractor work will take place at **TBD**.

ITEM 10:

Ref Item 10.g: 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 KO is required for subcontracting.

Ref Item 10.j: 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.

ITEM 11:

Ref Item 11e: DTIC will provide research and development under the SNIM FY12 contract. The contractor will work in a DOD cleared facility. Classification markings on any material to be furnished will be provided the guidance necessary for performance of the contract.

Ref Item 11.j: The contractor shall develop, implement, and maintain a facility level OPSEC program to protect classified and sensitive unclassified information to be used at the contractor facility during the performance of this contract. The OPSEC requirements may be included in the Contractor's Standard Practice Procedures (SPP) or Technology Control Plan (TCP), whichever is more applicable

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“FOR OFFICIAL USE ONLY” ATTACHMENT

PROTECTING "FOR OFFICIAL USE ONLY" (FOUO) INFORMATION

1. GENERAL:

a. The "For Official Use Only" (FOUO) marking is assigned to information at the time of its creation in a DoD User Agency. It is not authorized as a substitute for a security classification marking but is used on official government information that may be withheld from the public under exemptions 2 through 9 of the Freedom of Information Act (FOIA).

b. Other non-security markings, such as "Limited Official Use" and "Official Use Only" are used by non-DoD User Agencies for the same type of information and should be safeguarded and handled in accordance with instruction received from such agencies.

c. Use of the above markings does not mean that the information cannot be released to the public under FOIA, only that the Government must review the information prior to its release to determine whether a significant and legitimate government purpose is served by withholding the information or portions thereof.

2. MARKINGS:

a. An unclassified document containing FOUO information will be marked "For Official Use Only" at the bottom of the front cover (if any), on the first page, on each page containing FOUO information, on the back page, and on the outside of the back cover (if any).

b. Within a classified document, an individual page that contains both FOUO and classified information will be marked at the top and bottom with the highest security classification of information appearing on the page. If an individual portion contains FOUO information but no classified information, the portion will be marked, "FOUO."

c. Any "For Official Use Only" information released to a contractor by a DoD User Agency is required to be marked with the following statement prior to transfer.

“This document contains information EXEMPT FROM MANDATORY DISCLOSURE UNDER THE FOIA. Exemptions apply.”

d. Removal of the "For Official Use Only" marking can only be accomplished by the originator or other competent authority. When the "For Official Use Only" status is terminated, all known holders will be notified to the extent practical.

3. DISSEMINATION: Contractors may disseminate "For Official Use Only" information to their employees and subcontractors who have a need for the information in connection with a classified contract. Contractors must ensure employees and subcontractors are aware of the special handling instructions detailed below.

4. STORAGE: During working hours, "For Official Use Only" information shall be placed in an out-of-sight location if the work area is accessible to persons who do not have a need for the information. During nonworking hours, the information shall be stored to preclude unauthorized access. Filing such material with other unclassified records in unlocked files or desks, is adequate when internal building security is provided

during nonworking hours. When such internal security control is not exercised, locked buildings or rooms will provide adequate after- hours protection or the material can be stored in locked receptacles such as file cabinets, desks, or bookcases.

5. TRANSMISSION: "For Official Use Only" information may be sent via first-class mail or parcel post. Bulky shipments may be sent by fourth-class mail. DoD components, officials of DoD components, and authorized DoD contractors, consultants, and grantees send FOUO information to each other to conduct official DoD business. Tell recipients the status of such information, and send the material in a way that prevents unauthorized public disclosure. Make sure documents that transmit FOUO material call attention to any FOUO attachments. Normally, you may send FOUO records over facsimile equipment. To prevent unauthorized disclosure, consider attaching special cover sheets, the location of sending and receiving machines, and whether authorized personnel are around to receive FOUO information. FOUO information may be passed to officials in other departments and agencies of the executive and judicial branches to fulfill a government function. Mark the records "For Official Use Only" and tell the recipient the information is exempt from public disclosure under the FOIA and requires special handling.

6. DISPOSITION: When no longer needed, FOUO information must be shredded.

7. UNAUTHORIZED DISCLOSURE: Unauthorized disclosure of "For Official Use Only" information does not constitute a security violation but the releasing agency should be informed of any unauthorized disclosure. The unauthorized disclosure of FOUO information protected by the Privacy Act may result in criminal sanctions and disciplinary action may be taken against those responsible.