

DEPARTMENT OF DEFENSE CONTRACT SECURITY CLASSIFICATION SPECIFICATION <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 None		
2. THIS SPECIFICATION IS FOR: <i>(X and complete as applicable)</i>			3. THIS SPECIFICATION IS: <i>(X and complete as applicable)</i>			
<input checked="" type="checkbox"/>	a. PRIME CONTRACT NUMBER TBD		<input checked="" type="checkbox"/>	a. ORIGINAL <i>(Complete date in all cases)</i>	DATE (YYYYMMDD) 20150213	
	b. SUBCONTRACT NUMBER			b. REVISED <i>(Supersedes all previous specs)</i>	REVISION NO. DATE (YYYYMMDD)	
	c. SOLICITATION OR OTHER NUMBER STOC II-15-KOL-0004	DUE DATE (YYYYMMDD)		c. FINAL <i>(Complete Item 5 in all cases)</i>	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 _____ <i>(Preceding Contract Number)</i> 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 classified material is authorized for the period of _____						
6. CONTRACTOR <i>(Include Commercial and Government Entity (CAGE) Code)</i>						
a. NAME, ADDRESS, AND ZIP CODE TBD		b. CAGE CODE	c. COGNIZANT SECURITY OFFICE <i>(Name, Address, and Zip Code)</i> TBD			
7. SUBCONTRACTOR						
a. NAME, ADDRESS, AND ZIP CODE		b. CAGE CODE	c. COGNIZANT SECURITY OFFICE <i>(Name, Address, and Zip Code)</i>			
8. ACTUAL PERFORMANCE						
a. LOCATION Building 990 (1st floor only), Fort. Irwin, California Inner Loop Road Fort Irwin, CA 92310-5000		b. CAGE CODE	c. COGNIZANT SECURITY OFFICE <i>(Name, Address, and Zip Code)</i> Venita Hawkins Building 990, Inner Loop Road Fort Irwin, CA 92310-5000			
9. GENERAL IDENTIFICATION OF THIS PROCUREMENT						
10. CONTRACTOR WILL REQUIRE ACCESS TO:						
	YES	NO	11. IN PERFORMING THIS CONTRACT, THE CONTRACTOR WILL:		YES	NO
a. COMMUNICATIONS SECURITY (COMSEC) INFORMATION		<input checked="" type="checkbox"/>	a. HAVE ACCESS TO CLASSIFIED INFORMATION ONLY AT ANOTHER CONTRACTOR'S FACILITY OR A GOVERNMENT ACTIVITY		<input checked="" type="checkbox"/>	
b. RESTRICTED DATA		<input checked="" type="checkbox"/>	b. RECEIVE CLASSIFIED DOCUMENTS ONLY			<input checked="" type="checkbox"/>
c. CRITICAL NUCLEAR WEAPON DESIGN INFORMATION		<input checked="" type="checkbox"/>	c. RECEIVE AND GENERATE CLASSIFIED MATERIAL			<input checked="" type="checkbox"/>
d. FORMERLY RESTRICTED DATA		<input checked="" type="checkbox"/>	d. FABRICATE, MODIFY, OR STORE CLASSIFIED HARDWARE			<input checked="" type="checkbox"/>
e. INTELLIGENCE INFORMATION		<input checked="" type="checkbox"/>	e. PERFORM SERVICES ONLY		<input checked="" type="checkbox"/>	
(1) Sensitive Compartmented Information (SCI)		<input checked="" 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"/>
(2) Non-SCI		<input checked="" type="checkbox"/>	g. BE AUTHORIZED TO USE THE SERVICES OF DEFENSE TECHNICAL INFORMATION CENTER (DTIC) OR OTHER SECONDARY DISTRIBUTION CENTER			<input checked="" type="checkbox"/>
f. SPECIAL ACCESS INFORMATION		<input checked="" type="checkbox"/>	h. REQUIRE A COMSEC ACCOUNT			<input checked="" type="checkbox"/>
g. NATO INFORMATION		<input checked="" type="checkbox"/>	i. HAVE TEMPEST REQUIREMENTS			<input checked="" type="checkbox"/>
h. FOREIGN GOVERNMENT INFORMATION		<input checked="" type="checkbox"/>	j. HAVE OPERATIONS SECURITY (OPSEC) REQUIREMENTS		<input checked="" type="checkbox"/>	
i. LIMITED DISSEMINATION INFORMATION	<input checked="" type="checkbox"/>		k. BE AUTHORIZED TO USE THE DEFENSE COURIER SERVICE			<input checked="" type="checkbox"/>
j. FOR OFFICIAL USE ONLY INFORMATION		<input checked="" type="checkbox"/>	l. OTHER <i>(Specify)</i>			<input checked="" type="checkbox"/>
k. OTHER <i>(Specify)</i>						

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 releases shall be submitted for approval prior to release Direct Through (*Specify*)

Operation Group, NTC
 ATTN: MAJ Robert Ensslin
 Building 990, Inner Loop Road, Fort Irwin, CA 92310-5000

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 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 classified 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 DD 254 please contact Venita Hawkins at (760) 380-5543

See item 13 Security Guidance Continued Sheet

14. ADDITIONAL SECURITY REQUIREMENTS. Requirements, in addition to ISM requirements, are established for this contract Yes No
 (*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.*)

See item 13 addendum

15. INSPECTIONS. Elements of this contract are outside the inspection responsibility of the cognizant security office. Yes No
 (*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.*)

The Government Project Manager's/Director's working in conjunction with the Contracting Officer of this effort will coordinate with the cognizant security office and be responsible for ensuring contractor compliance with the security terms of the DD FM 254 blocks 10, 11, 12, 13 and addendum sheets. The government PM/PD's will verify and emphasize the contractor's security responsibilities during the life of the contract.

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 (<i>Include Area Code</i>)
Venita Hawkins	Security Specialist	(760) 380-5543

d. ADDRESS (*Include Zip Code*)
 Operation Group, NTC
 Building 990, Inner Loop Road
 Fort Irwin, CA 92310-5000

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 CONTRACTING OFFICER
- f. OTHERS AS NECESSARY

ITEM 13 SECURITY GUIDANCE:

The following items apply to this contract:

GENERAL GUIDANCE:

1. The contractor and subcontractor(s) shall comply with the Security Agreement (DD Form 441) and Security Regulations (DoDM 5200.0, Volumes I thru 4) DoD Information Security Program, (DOD 5220.22-M) National Industrial Security Program Operating Manual (NISPOM) current versions, AR 25-2, AR 380-67 and affiliated regulations.
2. The contractor's and subcontractor's employees requiring access to DOD government or DOD contractor's facilities where proof of a security clearance is required, the contractor and subcontractor(s) shall meet the security access requirements specified by the host and/or owner of those facilities.
3. The contractor and subcontractor(s) is/are not authorized to publically disclose or release SCI program information. Also the contractor and subcontractor(s) is/are not authorized to disclose or release collateral Classified Military Information (CMI) or Controlled Unclassified Information (CUI) pertaining to this contract, without prior review and approval from the government Public Affairs Officer, Contracting Officer, and cognizant security representative. Requests shall be submitted 14 working days in advance to the address specified in block 12.
4. The contractor and subcontractor(s) is/are required to protect Critical Program Information (CPI), and is not authorized to disclose or release any program Classified Military Information (CMI) or Controlled Unclassified Information (CUI) to Foreign Nationals without prior review and approval from the government Contracting Officer and cognizant security representative Foreign Disclosure Officer (FDO). Requests for disclosure or release shall be submitted 4 working weeks in advance to the address specified in block 12.
5. Prior to granting employees access to classified materials, the contractor and subcontractor(s) shall brief them with regard to their obligation to comply with the terms of the security regulations listed in paragraph I. The contractor's and subcontractor(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 Contract / Delivery Order shall be maintained by the company and be available for Defense Security Service (DSS) inspection.
6. 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 Cognizant Security Office at the address listed in block 16d.

7. Any Contractors/subcontractors owned by Foreign Companies and that have a clearance issued by the Defense Security Service under a Special Security Agreement need to have a National Interest Determination (NID) approved if access is required to: Top Secret; COMSEC; Restricted Data; SCI and/or SAP. NID requirements and justification must be sent through HQDA G2 to be forwarded to the approving agencies.
8. 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 officer /contract monitor, who will seek the assistance and appropriate guidance from the local APM /PM milestone documents and project Security Office.
9. Contractors and their subcontractor(s) with security clearances shall comply with threat awareness training and reporting requirements per paragraph 1-14 of AR 381-12. Additionally the contractor shall report threat-related incidents, behavioral indicators to the Cognizant Security Office.
10. 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 Building 990, National Training Center at Fort Irwin, CA.

ITEM 10:

Ref Item 10.j: For Controlled U classified Information (CU) which includes Official Use Only (FOUO) Information generated and/or provided under this contract shall be safeguarded and marked as specified in DoD 5200.01-V 04.

ITEM II:

Ref Item 11.a: Contractor performance is restricted to the first floor of Building 990, National Training Center at Fort Irwin, CA. Government agency or activity will provide security classification guidance for performance of this contract. Submit visit request to the KO and/or Security Management Office for need-to-know verification.

Ref Item 11.e: This contract is for professional, technical, and administrative support required to satisfy the National Training Center – Instrumentation System for the technology refresh requirement for Fixed after Action Review (FAAR) Theaters. The contractor will work in a DOD Cleared facility. Classification markings on any material to be furnished will be provided by the security site 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.

"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 illegitimate 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.
Exemption 5 applies."**

- 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.