DEPARTMENT OF DEFENSE
CONTRACT SECURITY CLASSIFICATION SPECIFICATION

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

1. CLEARANCE AND SAFEGUARDING

a. FACILITY CLEARANCE REQUIRED
SECRET

b. LEVEL OF SAFEGUARDING REQUIRED
SECRET

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

	a. PRIME CONTRACT NUMBER	
	b. SUBCONTRACT NUMBER	
X	c. SOLICITATION OR OTHER NUMBER N00039-09-R-0001	DUE DATE *(YYYYMMDD)*

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

X	a. ORIGINAL *(Complete date in all cases)*		DATE *(YYYYMMDD)* 20081210
	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 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 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)*
BAE SYSTEMS INFORMATION AND ELECTRONIC SYSTEMS INTEGRATION, INC. 65 SPIT BROOK ROAD NASHUA, NH 03061	94117	DEFENSE SECURITY SERVICES (DSS) (S11WL) 187 BALLARDVILLE STREET, SUITE B 205 WILMINGTON, MA 01887-1062

7. SUBCONTRACTOR

a. NAME, ADDRESS, AND ZIP CODE	b. CAGE CODE	c. COGNIZANT SECURITY OFFICE *(Name, Address, and Zip)*

8. ACTUAL PERFORMANCE

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

9. GENERAL IDENTIFICATION OF THIS PROCUREMENT

COMPACT LOW FREQUENCY TRANSIT SYSTEM (CLTS) HARDWARE SET, SPARES SET AND ENGINEERING SUPPORT

10. CONTRACTOR WILL REQUIRE ACCESS TO:	YES	NO	11. IN PERFORMING THIS CONTRACT, THE CONTRACTOR WILL:	YES	NO
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 AND/OR MATERIAL	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 (DTIC) OR OTHER SECONDARY DISTRIBUTION 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) **PR NUMBER:** N00039-08-PR-EJ001		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 releases shall be submitted for approval prior to release ☐ Direct ☒ Through *(Specify):*

RELEASE OF NATO INFORMATION IS NOT AUTHORIZED.

COMMANDER, SPACE AND NAVAL WARFARE SYSTEMS COMMAND (SPAWARSYSCOM) CODE 8.5 AND PEO LMW DETACHMENT SAN DIEGO (PMS 485), 4301 PACIFIC HIGHWAY, SAN DIEGO, CA 92110-3127

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.)*

CLASSIFICATION GUIDES: TO BE PROVIDED UNDER SEPARATE COVER BY PEO LMW DET SDGO, PMS 485)

1) OPNAVINST S5513.5B, ENCL (40), SUBJ: UNDERSEA SURVEILLANCE (MOBILE SYSTEMS)

ACCESS REQUIREMENTS: (CONTINUED ON NEXT PAGE)

VISIT REQUESTS TO OTHER THAN THE PEO LMW DET SDGO PMS 485 OR SPAWARSYSCOM, SHALL HAVE THE "NEED TO KNOW" CERTIFIED BY THE PEO LMW DET SDGO PROGRAM OFFICE TR, PMS 485.

THE TR IS: WILLIAM PIERCY, PEO LMW PMS 485C2, (858) 537-0175. THE CONTRACTING OFFICER IS: PAMELA J.ROSE, SPAWAR CODE 2.C4, (619) 524-7191.

ALL CLASSIFIED INFORMATION MUST BE MARKED IN ACCORDANCE WITH EXECUTIVE ORDER 12958-CLASSIFIED NATIONAL SECURITY INFORMATION, OF 17 APRIL 1995. AS AMENDED MARCH 2003 & CNO LTR N09N2/8U223000 DTD 7 JAN 08. NOTE: EXEMPTION CATEGORIES X1 THROUGH X8 DECLASSIFICATION MARKINGS ARE NO LONGER USED. YOUR DEFENSE SECURITY SERVICE (DSS) INDUSTRIAL SECURITY REPRESENTATIVE (IS REP) SHOULD BE CONTACTED FOR ASSISTANCE.

COPIES OF ALL SUBCONTRACT DD FROM 254S MUST BE PROVIDED TO THE DISTRIBUTION LISTED IN BLOCK 17.

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 that identifies the additional requirements. Provide a copy of the requirements to the cognizant security office. Use Item 13 if additional space is needed.)

INFORMATION TECHNOLOGY SYSTEMS PE RSONNEL SECURITY PROGRAM REQUIREMENTS AND **MUST** BE PROVIDED TO ALL SUBCONTRACTORS REQUIRING ACCESS TO U.S. GOVERNMENT OWNED OR U.S. GOVERNMENT MANAGED IT SYSTEMS.

SPECIFIC ON-SITE SECURITY REQUIREMENTS FOR PEO LMW-NAVSEA DET SAN DIEGO DETACHMENT. FOR AUTHORIZED VISIT TO OTHER U.S. GOVENRMENT ACTIVITIES, THE CONTRACTOR **MUST** COMPLY WITH ALL ON-SITE SECURITY REQUIREMENTS OF THE HOST COMMAND.

FOUO INFORMATION IS ATTACHED.

OPSEC INFORMATION IS ATTACHED.

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.)

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)*
KATHLEEN BROCKER KATHLEEN.BROCKER@NAVY.MIL	SECURITY'S CONTRACTING OFFICER'S REPRESENTATIVE	(619) 524-2672

d. ADDRESS *(Include Zip Code)*
COMMANDING OFFICER
SPAWAR SYSTEMS CENTER PACIFIC CODE 83310
53560 HULL ST.
SAN DIEGO, CA 92152-5001

e. SIGNATURE
20081210 Kathleen Brocker

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 CODE 2.C4 PAM ROSE
☒ f. OTHERS AS NECESSARY: CODE 83310; PEO LMW PMS 485, WILLIAM PIERCY

10.G PRIOR APPROVAL OF THE SPAWAR SYSTEMS CENTER PACIFIC **NATO CONTROL OFFICER (NCO)/ALTERNATE (CODE 83310, 619-553-3005/0437) IS REQUIRED BEFORE THE PRIME CONTRACTOR OR THE SUBCONTRACTING FACILITY CAN BE GRANTED ACCESS TO OR STORE NATO MATERIAL AT THEIR FACILITY NO ACCEPTIONS.**

IN ACCORDANCE WITH THE OFFICE OF THE UNDER SECRETARY OF DEFENSE MEMORANDUM, DATED 5 DEC 2001, SUBJECT: FACILITATING NECESSARY ACCESS TO NATO CLASSIFIED INFORMATION FOR THE DURATION OF ENDURING FREEDOM, CONTRACTOR'S CAN BE BRIEFED INTO THE NATO PROGRAM IF THEY HOLD A CONFIDENTIAL CLEARANCE OR HIGHER HAVING AN INTERIM U.S. GOVERNMENT GRANTED CLEARANCE AT THE APPROPRIATE LEVEL AND SPECIAL BRIEFING. SUCH ACCESS REQUIRES ESTABLISHED NEED-TO-KNOW AND THE SPECIAL BRIEFING IS PROVIDED BY THE CONTRACTING COMPANY'S FACILITY SECURITY OFFICER. ATOMAL ACCESS STILL REQUIRES A FINAL CLEARANCE. NOTE: THIS DOES NOT MEAN THE CONTRACTOR IS GRANTED ACCESS TO NATO MATERIAL THEY WILL ONLY BE BRIEFED.

A CONTRACTOR CAN ONLY BE GRANTED ACCESS TO NATO MATERIAL AT SSC PACIFIC IF THERE IS AN ESTABLISHED REQUIREMENT TO PERFORM TASKS NOTED IN THE SOW/PWS/SOO, ACCESS MUST BE APPROVED BY THE COR/TOM/TR AND FINAL APPROVAL AUTHORIZED BY THE NCO/ALTERNATE NO ACCEPTIONS.

WHEN CONTRACTORS ARE REQUIRED TO USE THE SIPRNET THEY ARE REQUIRED TO BE BRIEFED AND GRANTED ACCESS TO NATO MATERIAL.

WHEN CONTRACTORS ARE WORKING IN A LABORATORY WHERE NATO MATERIAL IS PROCESSED AND STORED OR AN OFFICE WHERE NATO MATERIAL IS KEPT THEY NEED TO BE BRIEFED IN THE NATO PROGRAM.

NOTE: SPAWAR SYSTEM CENTER PACIFIC IS NOT CLEARED TO RECEIVE OR TRANSMIT NATO MATERIAL VIA SIPRNET NOR NIPRNET NO MATTER THE CLASSIFICATION LEVEL.

-----THERE IS NO REQUIREMENT FOR THE CONTRACTOR TO HAVE ACCESS TO NATO MATERIAL ON THIS CONTRACT----------

10.J TO OBTAIN FOR OFFICIAL USE ONLY (FOUO) GUIDANCE REFER TO THE DOD INFORMATION SECURITY PROGRAM REGULATION, DOD 5200.1-R, APPENDIX 3, LOCATED AT HTTP://WWW.DTIC.MIL/WHS/DIRECTIVES/CORRES/HTML/52001R.HTM.

11.C ALL CLASSIFIED MATERIAL MUST BE MARKED IN ACCORDANCE WITH EXECUTIVE ORDER 13292 – CLASSIFIED NATIONAL INFORMATION; MARCH 2003 – AMENDMENT TO EXECUTIVE ORDER 12958 ALONG WITH CNO LTR N09N2/8U223000 DTD 7 JAN 08. NOTE: EXEMPTION CATEGORIES X1 THROUGH X8 DECLASSIFICATION MARKINGS ARE NO LONGER USED.

11.D APPROXIMATELY(WILL NOT BE USING MORE THAN 2 CUBIC FEET?) * OF STORAGE WILL BE REQUIRED ON THIS CONTRACT.

11.F ACCESS TO CLASSIFIED U.S. GOVERNMENT INFORMATION MAY BE REQUIRED AT THE FOLLOWING OVERSEAS LOCATIONS: JAPAN. ANTI-TERRORISM/FORCE PROTECTION BRIEFINGS ARE REQUIRED FOR ALL PERSONNEL PRIOR TO COMMENCEMENT OF FOREGN TRAVEL. THIS BREIFING IS AVAILABLE ON HTTPS://IWEB.SPAWAR.NAVY.MIL/SERVICES/SECURITY/TRAINING/INDEX.HTML OR HTTPS://WWW.SPAWAR.NAVY.MIL/SANDIEGO/SECURITY/FP-ATBRIEFINGS.HTML THE FOLLOWING BRIEFING IS ALSO REUIRED PRIOR TO OCONUS TRAVEL FOR ALL PERSONNEL (MILIATRY, DOD CIVILIANS AND CONTRACTORS): **LEVEL B CODE OF CONDUCT TRAINING** IS NOT AVAILABLE ON THE INTRANET, CD VERSION CAN BE BORROWED AT THE SSC-SD POINT LOMA OFFICE OR THE SPAWAR OTC OFFICE; HOWEVER, CONTRACTORS MUST HAVE A CAC CARD TO ACCESS THE SITE FOR THIS TRAINING AT HTTPS://WWWA.NKO.NAVY.MIL/PORTAL/SPLASH/INDEX.JSP.

11.J THE CONTRACTOR WILL ACCOMPLISH THE FOLLOWING MINIMUM REQUIREMENTS IN SUPPORT OF THE SPAWAR HQ OPERATIONS SECURITY (OPSEC) PROGRAM: THE CONTRACTOR SHALL DOCUMENT ITEMS OF CRITICAL INFORMATION APPLICABLE TO CONTRACTOR OPERATIONS INVOLVING INFORMATION ON OR RELATED TO THE PWS/SOO/SOW. CONTRACTOR IS RESPONSIBLE TO ADEQUATELY PROTECT GOVERNMENT DESIGNATED CRITICAL INFORMATION, AND TO

DETERMINE AND PROTECT CRITICAL IN FORMATION GENERATED BY THE CONTRACTOR USING GUIDANCE AND MEETING REQUIREMENTS OUTLINED IN THE OPSEC ATTACHMENT. ALL OPSEC REQUIREMENTS MUST BE PASSED TO ALL SUBCONTRACTORS.

11.L THE USE OF PERSONAL ELECTRONIC MEDIA (COMPUTER LAPTOPS, FLASH (THUMB), OR OTHER REMOVABLE DRIVES) IS PROHIBITED IN SPAWAR SYSTEMS COMMAND SPACES EXCEPT WHERE EXPLICITLY PERMITTED BY THE SPAWAR DIRECTOR OF SECURITY, MR. BEN ROSADO, (858) 537-8898. ALL REMOVABLE ELECTRONIC MEDIA MUST BE LABELED (UNCLASSIFIED, ETC.) TO THE HIGHEST CLASSIFICATION OF DATA STORED, AND/OR FOR THE CLASSIFICATION OF THE SYSTEM IN WHICH IT IS USED. IF CLASSIFIED, ANY REMOVABLE ELECTRONIC MEDIA MUST BE TRACKED AND STORED APPROPRIATE TO THAT LEVEL OF CLASSIFICATION.

CONTRACTORS THAT HAVE BEEN AWARDED A CLASSIFIED CONTRACT MUST SUBMIT VISIT REQUESTS USING "ONLY" THE JOINT PERSONNEL ADJUDICATION SYSTEM (JPAS). ALL GOVERNMENT ACTIVITIES HAVE BEEN DIRECTED TO USE JPAS WHEN TRANSMITTING OR RECEIVING VALS. THEREFORE, CONTRACTORS WHO WORK ON CLASSIFIED CONTRACTS ARE REQUIRED TO HAVE ESTABLISHED AN ACCOUNT THROUGH JPAS FOR THEIR FACILITY. THIS DATABASE CONTAINS ALL U.S.CITIZENS WHO HAVE RECEIVED A CLEARANCE OF CONFIDENTIAL, SECRET AND/OR TOP SECRET. THE VISIT REQUEST CAN BE SUBMITTED FOR ONE YEAR. WHEN SUBMITTING VISIT REQUESTS TO SPAWAR SYSTEMS SENTER SAN DIEGO USE ITS SECURITY MANAGEMENT OFFICE (SMO) NUMBER (660015). THIS INFORMATION IS PROVIDED IN ACCORDANCE WITH GUIDANCE PROVIDED TO CONTRACTORS VIA THE DEFEMSE SECURITY SERVICE (DSS) WEBSITE HTTPS:/WWW.DSS.MIL/PORTAL/SHOWBINARY/BEA%20REPOSITORY/NEW DSS INTERNET/ABOUT DSS/PRESS ROOM/JPAS PROCEDURES FINAL.PDF **(DSS GUIDANCE DATED 24 APRIL 2007, SUBJECT: *PROCEDURES GOVERNING THE USE OF JPAS BY CLEARAED CONTRACTORS.***

NO FURTHER ENTRIES ON THIS PAGE.

INFORMATION TECHNOLOGY (IT) SYSTEMS PERSONNEL SECURITY PROGRAM REQUIREMENTS

The U.S. Government conducts trustworthiness investigations of personnel who are assigned to positions that directly or indirectly affect the operation of unclassified IT resources and systems that process Department of Defense (DoD) information, to include For Official Use Only (FOUO) and other controlled unclassified information.

The United States Office of Personnel Management (OPM), Federal Investigations Processing Center (FIPC) process all requests for U.S. Government trustworthiness investigations. Requirements for these investigations are outlined in paragraph C3.6.15 and Appendix 10 of DoD 5200.2-R, available at http://www.dtic.mil/whs/directives/corres/html/52002r.htm. Personnel occupying an IT Position shall be designated as filling one of the IT Position Categories listed below. The contractor shall include all of these requirements in any subcontracts involving IT support. (Note: Terminology used in DoD 5200.2R references "ADP" vice "IT". For purposes of this requirement, the terms ADP and IT are synonymous.)

The Program Manager (PM), Contracting Officer's Representative (COR) or Technical Representative (TR) shall determine if they or the contractor shall assign the IT Position category to contractor personnel and inform the contractor of their determination. If it is decided the contractor shall make the assignment, the PM, COR, or TR must concur with the designation.

DoDD Directive 8500.1, Subject: Information Assurance (IA), paragraph 4.8 states "Access to all DoD information systems shall be based on a demonstrated need-to-know, and granted in accordance with applicable laws and DoD 5200.2R for background investigations, special access and IT position designations and requirements. An appropriate security clearance and non-disclosure agreement are also required for access to classified information in accordance with DoD 5200.1-R (reference (o))." DoD 5200.2R and DoDD 5200.2 require all persons assigned to sensitive positions or assigned to sensitive duties be U.S. citizens. All persons assigned to IT-I and IT-II positions, as well as all persons with access to controlled unclassified information (without regard to degree of IT access) or performing other duties that are considered "sensitive" as defined in DoDD 5200.2 and DoD 5200.2R must be U.S. citizens. Furthermore, access by non-U.S. citizens to unclassified export controlled data will only be granted to persons pursuant to the export control laws of the U.S. The categories of controlled unclassified information are contained in Appendix 3 of DoD 5200.1R. These same restrictions apply to "Representatives of a Foreign Interest" as defined by DoD 5220.22-M (National Industrial Security Program Operating Manual, NISPOM).

Criteria For Designating Positions:

IT-I Position (Privileged)

- Responsibility or the development and administration of Government computer security programs, and including direction and control of risk analysis an/or threat assessment.
- Significant involvement in life-critical or mission-critical systems.
- Responsibility for the preparation or approval of data for input into a system, which does not necessarily involve personal access to the system, but with relatively high risk for effecting grave damage or realizing significant personal gain.
- Relatively high risk assignments associated with or directly involving the accounting, disbursement, or authorization for disbursement from systems of (1) dollar amounts of $10 million per year or greater, or (2) lesser amounts if the activities of the individual are not subject to technical review by higher authority in the IT-I category to ensure the integrity of the system.
- Positions involving major responsibility for the direction, planning, design, testing, maintenance, operation, monitoring, and/or management of systems hardware and software.
- Other positions as designated by Space and Naval Warfare Systems Center Pacific (SSC Pacific) that involve relatively high risk for effecting grave damage or realizing significant personal gain.

Personnel whose duties meet the criteria for IT-I Position designation require a favorably adjudicated Single Scope Background Investigation (SSBI) or SSBI Periodic Reinvestigation (SSBI-PR). The SSBI or SSBI-PR shall be updated every 5 years by using the Electronic Questionnaire for Investigation Processing (eQIP) web based program (SF86 format).

IT-II Position (Limited Privileged)

Responsibility for systems design, operation, testing, maintenance, and/or monitoring that is carried out under technical review of higher authority in the IT-I category, includes but is not limited to:

- Access to and/or processing of proprietary data, information requiring protection under the Privacy Act of 1974, and Government-developed privileged information involving the award of contracts;
- Accounting, disbursement, or authorization for disbursement from systems of dollar amounts less than $10 million per year. Other positions are designated by Space and Naval Warfare Systems Center Pacific that involve a degree of access to a system that creates a significant potential for damage or personal gain less than that in IT-I positions. Personnel whose duties meet the criteria for an IT-II Position require a favorably adjudicated National Agency Check (NAC).

IT-III Position (Non-Privileged)

- All other positions involving Federal IT activities. Incumbent in this position has non-privileged access to one or more DoD information systems, application, or database to which they are authorized access. Personnel whose duties meet the criteria for an IT-III Position designation require a favorably adjudicated NAC.

Qualified Cleared Personnel Do *NOT* Require Trustworthiness Investigations:

If an employee is in a position that **does not** require a personnel security clearance, **do not** submit a request for clearance, simply submit the ***Public Trust Position Application***, Standard Form (SF) 85P, for trustworthiness determination. If an employee has already been granted a personnel security clearance at the appropriate level without a break in service for more than 24 months, and in the case of IT-I Position has had a completed Personnel Security Investigation (a Single Scope Background Investigation-SSBI) less than 5 years old, you do **not** need to submit an additional investigation for the trustworthiness determination.

Procedures for submitting U.S. Government Trustworthiness Investigations:

Only hard copy SF85Ps are acceptable by OPM-FIPC. The contractor will ensure personnel complete either the hard copy SF 85P *or* the online—fillable form of the SF85P. The SF85P is available from OPM at http://www.opm.gov.

The SF85P - request package, shall include:

- A hard copy of the SF85P;
- All pertinent signed release forms;
- SF87 Fingerprint Card or electronic fingerprint transmission; and
- SF85P (EG) OPM coversheet signed and dated by the employee and FSO.

The FSO is responsible for completing the OPM coversheet that is available for downloading with instructions at: http://www.opm.gov/extra/investigate/dodsf85.pdf. Note: Clearly indicate on the OPM coversheet for item "A" if the Trustworthiness Investigation is for an 08B (IT-II position) or an 02B (IT-III position). For item "I" must contain the name of the position and the contract number. For items "J" use the unique Submitting Office Number (SON) assigned to each office

by OPM. For item " L" insert "N030" (SOI). For item "N" enter "DoD-Navy" (OPAC-ALC Number). Then for item "O" enter "RUC" (Accounting-Data and/or Agency Case Number).

The company shall review the SF85P for completeness and use SECNAV M-5510.30, Appendix G available at https://doni.daps.dla.mil/secnavmanuals.aspx to determine if any adverse information is present. Additional guidance for requesting investigations from OPM is found at http://www.opm.gov. Completed SF85P packages will be mailed to: OPM-FIPC-85P, P.O. Box 618, Boyers, PA., 16018-0618. Note: All forms must be signed within 60 days of the date of submission. Submitted forms, which are not received within these 60 days, will be delayed or returned. If no change has occurred, forms must be re-dated and initialed by the Subject/employee.

The Office of the Chief Naval Operations has provided the following guidance in their letter Ser N09N2/8U223257 dated 9 October 2008 which states in paragraph 2 that the "contractor fitness determinations made by the DON CAF will be maintained in the Joint Personnel Adjudication System (JPAS). Favorable fitness determinations will support public trust positions only and not national security eligibility. If no issues are discovered, according to respective guidelines a "Favorable Determination" will be populated in JPAS and will be reciprocal within DoN. If issues are discovered, the DoN CAF will place a "No Determination Made" in the JPAS and forward the investigation to the submitting office for the commander's final determination."

For Trustworthiness Investigations that have been returned to Space and Naval Warfare Systems Center Pacific Security Office with a "No Determination Made" decision, your company will be notified in writing.

If you require additional assistance for SF85P or related concerns, you may call the DoD Helpdesk at (888) 282-7682.

Visit Authorization Letters (VALs) for Qualified Employees:

Contractors that have been awarded a classified contract must submit visit requests using "only" the Joint Personnel Adjudication System (JPAS). All government activities have been directed to use JPAS when transmitting or receiving VALS. Therefore, contractors who work on classified contracts are required to have established an account through JPAS for their facility. This database contains all U.S. citizens who have received a clearance of Confidential, Secret, and/or Top Secret. The visit request can be submitted for one year. When submitting visit requests to Space and Naval Warfare Systems Center Pacific use its Security Management Office (SMO) number (660015). This information is provided in accordance with guidance provided to contractors via the Defense Security Service (DSS) website https://www.dss.mil/portal/showbinary/bea%20repository/new_dss_internet/about_dss/press_room/jpas_procedures_final.pdf (DSS guidance dated 24 April 2007, subject: ***Procedures Governing The Use Of JPAS By Cleared Contractors)***.

Employment Terminations:

The contractor shall:

- Immediately notify the COR or TR of the employee's termination.
- Fax a termination VAL to Code 83320 at (619) 553-6169.
- Return any badge and decal to Code 83320.

SPECIFIC ON-SITE SECURITY REQUIREMENTS

I. GENERAL.

a. Contractor Performance. In performance of this Contract the following security services and procedures are incorporated as an attachment to the DD 254. The Contractor will conform to the requirements of DoD 5220.22-M, Department of Defense National Industrial Security Program, Operating Manual (NISPOM). When visiting the Space and Naval Warfare Systems Command (SPAWARSYSCOM) at Old Town Campus (OTC) the Contractor will comply with the security directives used regarding the protection of classified and controlled unclassified information, SECNAVINST 5510.36 (series), SECNAVINST 5510.30 (series), and NRADINST 5720.1(series). Both of the SECNAV Instructions are available online at http://neds.nebt.daps.mil/directives/table52.html. A copy of NRADINST 5720.1 will be provided upon receipt of a written request from the Contractor's Facility Security Officer (FSO) to the SPAWAR Systems Command Security's Contracting Officer's Representative (COR), Code 83351. If the Contractor establishes a cleared facility or Defense Security Service (DSS) approved off-site location from SPAWAR SYSCOM, the security provisions of the NISPOM will be followed within this cleared facility.

b. Security Supervision. Space and Naval Warfare Systems Center Pacific will exercise security supervision over all contractors visiting SPAWARSYSCOM and will provide security support to the Contractor as noted below. The Contractor will identify, in writing to Security's COR, an on-site Point of Contact to interface with Security's COR.

II. HANDLING CLASSIFIED MATERIAL OR INFORMATION.

a. Control and Safeguarding. Contractor personnel located at SPAWARSYSCOM are responsible for the control and safeguarding of all classified material in their possession. All contractor personnel will be briefed by their FSO on their individual responsibilities to safeguard classified material. In addition, all contractor personnel are invited to attend SSC Pacific conducted Security Briefings, available at this time by appointment only. In the event of possible or actual loss or compromise of classified material, the on-site Contractor will immediately report the incident to SSC Pacific's Code 83310, telephone (619) 553-3005, as well as the Contractor's FSO. A Code 83310 representative will investigate the circumstances, determine culpability where possible, and report results of the inquiry to the FSO and the Cognizant DSS Field Office. On-site contractor personnel will promptly correct any deficient security conditions identified by a SSC Pacific Security representative.

b. Storage.

1. Classified material may be stored in containers authorized by SSC Pacific's Physical Security Branch, Code 83320 for the storage of that level of classified material. Classified material may also be stored in Contractor owned containers brought on board SPAWARSYSCOM with Code 83352's written permission. Areas located within cleared contractor facilities on board SPAWARSYSCOM will be approved by DSS.

2. The use of Open Storage areas must be pre-approved in writing by Code 83320 for the open storage, or processing, of classified material. Specific supplemental security controls for open storage areas, when required, will be provided by SSC Pacific, Code 83320.

c. Transmission of Classified Material.

1. All classified material transmitted by mail for use by long term visitors will be addressed as follows:

(a) TOP SECRET, Non-Sensitive Compartmented Information (non-SCI) material using the Defense Courier Service: SSC Pacific: 271582-SN00, SSC Pacific.

(b) CONFIDENTIAL and SECRET material transmitted by FedEx, USPS Registered, Express mail will be addressed to COMMANDER, SPACE & NAVAL WARFARE SYSTEMS COMMAND, 4301 PACIFIC HWY, SAN DIEGO CA 92110-3127. The inner envelope will be addressed to the attention of the Contracting Officer's Representative (COR) or applicable Technical Representative (TR) for this contract, to include their code number.

2. All SECRET material hand carried to SPAWARSYSCOM by contractor personnel must be delivered to the Classified Material Control Center (CMCC), Code 20332, building 33, room 1305, for processing.

3. All CONFIDENTIAL material hand carried to SPAWARSYSCOM by contractor personnel that is intended to remain at SPAWARSYSCOM shall be provided to the designated recipient or proper cleared SPAWARSYSCOM employee.

4. All SPAWARSYSCOM classified material transmitted by contractor personnel from SPAWARSYSCOM will be sent via the SPAWARSYSCOM Technical COR or TR for this contract.

5. The sole exception to the above is items categorized as a Data Deliverable. All contract Data Deliverables will be sent directly to the Technical COR or TR and a notification of deliverables without attachments will be sent to the cognizant PCO, unless otherwise stated in the contract.

III. INFORMATION SYSTEMS (IS) Security. Contractors using ISs, networks, or computer resources to process classified, sensitive unclassified and/or unclassified information will comply with the provisions of SECNAVINST 5239.3 (series) and local policies and procedures. Contractor personnel must ensure that systems they use at SPAWARSYSCOM have been granted a formal letter of approval to operate by contacting their Information Assurance Office.

IV. VISITOR CONTROL PROCEDURES.
Title 18 USC 701 provides for criminal sanctions including fine or imprisonment for anyone in possession of a badge who is not entitled to have possession. Sec. 701. Official badges, identification cards, other insignia. Whoever manufactures, sells, or possesses any badge, identification card, or other insignia, of the design prescribed by the head of any department or agency of the United States for use by any officer or employee thereof, or any colorable imitation thereof, or photographs, prints, or in any other manner makes or executes any engraving, photograph, print, or impression in the likeness of any such badge, identification card, or other insignia, or any colorable imitation thereof, except as authorized under regulations made pursuant to law, shall be fined under this title or imprisoned not more than six months, or both.

a. Contractor personnel assigned to SPAWARSYSCOM will be considered long-term visitors for the purpose of this contract.

b. Contractors that have been awarded a classified contract must submit visit requests using "only" the Joint Personnel Adjudication System (JPAS). All government activities have been directed to use JPAS when transmitting or receiving VALs. Therefore, contractors who work on classified contracts are required to have established an account through JPAS for their facility. This database contains all U.S. citizens who have received a clearance of Confidential, Secret, and/or Top Secret. The visit request can be submitted for one year. When submitting visit requests to SPAWAR Systems Center Pacific use its Security Management Office (SMO) number (660015). This information is provided in accordance with guidance provided to contractors via the Defense Security Service (DSS) website https://www.dss.mil/portal/ShowBinary/BEA%20Repository/new_dss_internet/about_dss/press_room/jpas_procedures_final.pdf (DSS guidance dated 24 April 2007, subject: ***Procedures Governing the Use of JPAS by Cleared Contractors)***.

c. For visitors to receive a SPAWAR Systems Center Pacific badge their Government point of contact must approve their visit request and the visitor must present government issued photo identification.

d. Visit requests for long-term visitors must be received at least one week prior to the expected arrival of the visitor to ensure necessary processing of the request.

e. Code 83320 will issue temporary identification badges to Contractor personnel following receipt of a valid VAL from the Contractor's FSO. The responsible SPAWARCOM COR will request issuance of picture badges to contractor personnel. Identification badges are the property of the U.S. Government, will be worn in plain sight, and used for official business only. Unauthorized use of an SSC Pacific badge will be reported to the DSS.

f. Prior to the termination of a Contractor employee with a SSC Pacific badge or active VAL on file the FSO must:

1. Notify in writing Code 83320, the COR, Security's COR, and the laboratory managers of any laboratories into which the employee had been granted unescorted access of the termination and effective date. In emergencies, a facsimile may be sent or a telephone notification may be used. The telephone notification, however, must be followed up in writing within five working days.

2. Immediately confiscate any SSC Pacific issued identification badge, (to include Common Access Card (CAC) and OP Form 55 card, if issued), and vehicle decals and return them to Code 83352 no later than five working days after the effective date of the termination.

g. Common Access Card (CAC).

1. VAL must be on file, form completed and signed, approved by the contractor's COR, and sent to the Badge and Pass Office, Code 83320.

V. INSPECTIONS. Code 83310 personnel may conduct periodic inspections of the security practices of the on-site Contractor. All contractor personnel will cooperate with Code 83310 representatives during these inspections. A report of the inspection will be forwarded to the Contractor's employing facility, Security's COR and Technical COR. The Contractor must be responsive to the Code 83310 representative's findings.

VI. REPORTS. As required by the NISPOM, Chapter 1, Section 3, contractors are required to report certain events that have an impact on the status of the facility clearance (FCL), the status of an employee's personnel clearance (PCL), the proper safeguarding of classified information, or an indication classified information has been lost or compromised.

a. The Contractor will ensure that certain information pertaining to assigned contractor personnel or operations is reported to Security's COR, Code 83310. If further investigation is warranted it will be conducted by Code 83310. This reporting will include the following:

1. The denial, suspension, or revocation of security clearance of any assigned personnel;

2. Any adverse information on an assigned employee's continued suitability for continued access to classified access;

3. Any instance of loss or compromise, or suspected loss or compromise, of classified information;

4. Actual, probable or possible espionage, sabotage, or subversive information; or

5. Any other circumstances of a security nature that would effect the contractor's operation on board SPAWARSYSCOM.

b. In addition to the NISPOM reporting requirements, any conviction and/or violation of the Foreign Corrupt Practices Act, or any other violation of the International Traffic in Arms Regulations (ITAR) shall immediately be reported to the Designated Disclosure Authority (DDA), COR/TR/PM and Contracting Officer.

VII. PHYSICAL SECURITY.

a. SSC Pacific will provide appropriate response to emergencies occurring onboard this command. The Contractor will comply with all emergency rules and procedures established for SSC Pacific.

b. A roving Contract Security Guard patrol will be provided by SSC Pacific. Such coverage will consist of, but not be limited to, physical checks of the window or door access points, classified containers, and improperly secured documents or spaces. Specific questions or concerns should be addressed to Code 83320.

c. All personnel aboard SSC Pacific property are subject to random inspections of their vehicles and personal items. Consent to these inspections is given when personnel accept either a badge or a vehicle pass/decal permitting entrance to this command.

d. Information about parking restrictions may be found on the Security web site at https://iweb.spawar.navy.mil/services/security/html/Parking.html.

VIII. COR RESPONSIBILITIES.

a. Review requests by cleared contractors for retention of classified information beyond a two-year period and advise the contractor of disposition instructions and/or submit a Final DD 254 to Security's COR.

b. In conjunction with the appropriate transportation element, coordinates a suitable method of shipment for classified material when required.

c. Certify and approve Registration For Scientific and Technical Information Services requests (DD 1540) (DTIC).

d. Ensure timely notice of contract award is given to host commands when contractor performance is required at other locations.

e. Certify need-to-know on visit requests and conference registration forms.

IX. SPECIAL CONSIDERATIONS FOR ON-SITE CLEARED FACILITIES.

Any cleared contractor facility on board SPAWARSYSCOM will be used strictly for official business associated with this contract. No other work may be performed aboard this facility. Additional SPAWARSYSCOM contracts may be performed in this cleared facility, but only on a case-by-case basis. The COR, Security's COR, and Contracting Officer must all be in agreement that this particular arrangement best suits the needs of the Government. At the end of this contract the on-site facility must be vacated, with proper written notification being submitted to the DSS and Security's COR.

X. ITEMS PROHIBITED ABOARD SPAWARSYSCOM AND SSC Pacific.

The following items are prohibited within any SPAWARSYSCOM & SSC Pacific controlled areas, with the exception of personnel authorized to possess weapons in the performance of required duties. Also, note exceptions for alcohol possession and consumption on board SSC Pacific property.

WEAPONS

1. Ammunition
2. Fireworks
3. Molotov Cocktail

4. Pipe Bomb
5. Black Jack
6. Slingshots
7. Billy/Sand Club
8. Nunchakus
9. Sand Bag: Partially filled with sand and swung like a mace
10. Metal (Brass) Knuckle
11. Dirk or Dagger
12. Switch Blade or Butterfly Knife
13. Knife with a blade (cutting edge) longer than 4 inches
14. Razor with Unguarded blade.
15. Pipe, Bar or Mallet to be used as a club.
16. Compressed Air or Spring Fired Pellet/BB gun
17. Tear Gas/Pepper Spray Weapon
18. Pistol, Revolver, Rifle, Shotgun or any other Firearm
19. Bows, Crossbows or Arrows
20. Bowie Style Hunting Knife
21. Any weapon prohibited by State law
22. Any object similar to the aforementioned items
23. Any offensive or defensive weapons not described above, but likely to cause injury (i.e., Stun Gun, Blow Gun).
24. Any abrasive, caustic, acid, chemical agent or similar substance, with which to inflict property damage or personal injury
25. Combination Tools with Knife Blades Longer Than 4 inches (i.e., Gerber, Leatherman, etc.)

Military personnel aboard SPAWARSYSCOM and SSC Pacific controlled areas not authorized to possess a firearm, as part of prescribed military duties will be apprehended if found in possession. Civilians in unauthorized possession of a firearm will be detained while civilian authorities are notified.

CONTROLLED SUBSTANCES

The unauthorized possession or use of controlled substances defined as marijuana, narcotics, hallucinogens, psychedelics, or other controlled substances included in Schedule I, II, III, IV, or V established by Section 202 of the Comprehensive Drug Abuse Prevention and Control Act of 1970 (84 Stat. 1236) is prohibited.

CONTRABAND

Contraband defined as all equipment, products and materials of any kind which are used, intended for use, or designed for use in injecting, ingesting, inhaling, or otherwise introducing into the human body, marijuana or other controlled substances, in violation of law. This includes: hypodermic syringes, needles, and other objects to inject controlled substances in the body or objects to ingest, inhale or otherwise introduce marijuana, cocaine or hashish oil into the body is prohibited.

ALCOHOL

All SPAWARSYSCOM, tenant command and other government employees, as well as support contractors and authorized visitors may bring unopened containers of alcohol on board the Center if it remains in their private vehicles except where expressly authorized for an approved event. Alcohol beverages will be consumed only at designated facilities for which written permission by the Commanding Officer is granted.

Personnel desiring to hold a social function and serve alcohol, should send a memo (hard copy) to the Commanding Officer, via the appropriate division head, the Director of Security, and the Public Affairs Officer. The Public Affairs Officer will approve or disapprove the facility use request based on availability and general use policy. If facility use is approved, the Public Affairs Officer will forward the memo to the Commanding Officer for approval/disapproval.

COUNTERFEIT CURRENCY

Counterfeit currency defined as any copy, photo, or other likeness of any U.S. currency, either past or present, not authorized by the U.S. Treasury Department is prohibited.

XI. ESCORTING POLICY.

a. All personnel within SPAWARSYSCOM and SSC Pacific's fenced perimeters, with the exception of emergency personnel such as fire, ambulance, or hazardous material response personnel responding to an actual emergency, must wear an SSC Pacific issued badge. Only U.S. citizens and U.S. Permanent Residents (former immigrant aliens) may be escorted under this policy. ALL SPAWARSYSCOM FOREIGN NATIONAL VISITORS MUST BE PROCESSED THROUGH THE SSC PACIFIC FOREIGN VISITS COORDINATOR OFFICE, 83310. Contact phone number: (619) 553-0437.

b. All pictured badged SPAWARSYSCOM and tenant command employees, as well as those contractors and other government employees who have an "E" on their picture badge may escort visitors wearing a red escort-required badge.

XIII. CELLULAR PHONE USAGE.

a. Cellular phone use is prohibited in all secure spaces, i.e. Open Storage areas, classified laboratories.

b. Vehicle operators on DoD installations and operators of Government vehicles shall not use cellular phones, unless the vehicle is safely parked or unless they are using a hands-free device, and are also prohibited from wearing of any other portable headphones, earphones, or other listening devices while operating a motor vehicle.

c. The use of cellular phones, portable headphones, earphones, or other listening devices while jogging, walking bicycling, or skating on roads and streets on Navy installations is prohibited except for use on designated bicycle and running paths and sidewalks.

FOR OFFICIAL USE ONLY (FOUO) INFORMATION

1. The For Official Use Only (FOUO) marking is assigned to information at the time of its creation. It isn't 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).

2. Use of FOUO markings doesn't mean that the information can't be released to the public, only that it must be reviewed by SPAWAR Systems Command San Diego CA prior to its release to determine whether a significant and legitimate government purpose is served by withholding the information or portions of it.

3. An UNCLASSIFIED document containing FOUO information will be marked "FOR OFFICIAL USE ONLY" on the bottom face and interior pages.

4. Classified documents containing FOUO do not require any markings on the face of the document; however, the interior pages containing only FOUO information shall be marked top and bottom center with "FOR OFFICIAL USE ONLY." Mark only unclassified portions containing FOUO with "(FOUO)" immediately before the portion.

5. Any FOUO information released to you by SPAWAR Systems Command San Diego CA is required to be marked with the following statement prior to transfer:

THIS DOCUMENT CONTAINS INFORMATION EXEMPT FROM MANDATORY DISCLOSURE UNDER THE FOIA. EXEMPTION(S) _____ APPLY.

6. Removal of the FOUO marking can only be accomplished by the originator or other competent authority. DO NOT REMOVE ANY FOUO MARKING WITHOUT WRITTEN AUTHORIZATION FROM SPAWAR SYSTEMS COMMAND SAN DIEGO CA OR THE AUTHOR. When the FOUO status is terminated you will be notified.

7. You may disseminate FOUO information to your employees and subcontractors who have a need for the information in connection with this contract.

8. During working hours, reasonable steps should be taken to minimize risk of access by unauthorized personnel. FOUO 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 in locked desks, file cabinets, bookcases, locked rooms, or similar items.

9. FOUO information may be transmitted via first-class mail, parcel post, fourth-class mail for bulk shipments only.

10. When no longer needed, FOUO information may be disposed by tearing each copy into pieces to preclude reconstructing, and placing it in a regular trash, or recycle, container or in the uncontrolled burn.

11. Unauthorized disclosure of FOUO information doesn't 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.

12. Electronic transmission of FOUO information (voice, data, or facsimile) should be by approved secure communications systems whenever practical.

OPERATIONS SECURITY REQUIREMENTS

All work is to be performed in accordance with DoD and Navy Operations Security (OPSEC) requirements, per the following applicable documents:

- National Security Decision Directive 298	-National Operations Security Program (NSDD) 298
- DOD 5205.02	-DOD Operations Security (OPSEC) Program
- OPNAVINST 3432.1	-DON Operations Security
- SPAWARINST 3432.1	-Operations Security Policy

The contractor will accomplish the following minimum requirements in support of Space and Naval Warfare Systems Command (SPAWAR) Operations Security (OPSEC) Program:

- The contractor will practice OPSEC and implement OPSEC countermeasures to protect DOD Critical Information. Items of Critical Information are those facts, which individually, or in the aggregate, reveal sensitive details about SPAWAR or the contractor's security or operations related to the support or performance of this SOW, and thus require a level of protection from adversarial collection or exploitation not normally afforded to unclassified information.
- Contractor must protect Critical Information and other sensitive unclassified information and activities, especially those activities or information which could compromise classified information or operations, or degrade the planning and execution of military operations performed or supported by the contractor in support of the mission. Protection of Critical Information will include the adherence to and execution of countermeasures which the contractor is notified by or provided by SPAWAR, for Critical Information on or related to the SOW.
- Sensitive unclassified information is that information marked FOR OFFICIAL USE ONLY (or FOUO), Privacy Act of 1974, COMPANY PROPRIETARY, and also information as identified by SPAWAR or the SPAWAR Security COR.
- <u>SPAWAR has identified the following items as Critical Information that may be related to this SOW</u>:

    - Known or probable vulnerabilities to any U.S. system and their direct support systems.
    - Details of capabilities or limitations of any U.S. system that reveal or could reveal known or probable vulnerabilities of any U.S. system and their direct support systems.
    - Details of information about military operations, missions and exercises.
    - Details of U.S. systems supporting combat operations (numbers of systems deployed, deployment timelines, locations, effectiveness, unique capabilities, etc.).
    - Operational characteristics for new or modified weapon systems (Probability of Kill (Pk), Countermeasures, Survivability, etc.).
    - Required performance characteristics of U.S. systems using leading edge or greater technology (new, modified or existing).
    - Telemetered or data-linked data or information from which operational characteristics can be inferred or derived.
    - Test or evaluation information pertaining to schedules of events during which Critical Information might be captured. (advance greater than 3 days).
    - Details of SPAWAR/SSC San Diego unique Test or Evaluation capabilities (disclosure of unique capabilities).

- Existence and/or details of intrusions into or attacks against DoD Networks or Information Systems, including, but not limited to, tactics, techniques and procedures used, network vulnerabilities exploited, and data targeted for exploitation.
- Network User ID's and Passwords.
- Counter-IED capabilities and characteristics, including success or failure rates, damage assessments, advancements to existing or new capabilities.
- Vulnerabilities in Command processes, disclosure of which could allow someone to circumvent security, financial, personnel safety, or operations procedures.
- Force Protection specific capabilities or response protocols (timelines/equipment/numbers of personnel/training received/etc.).
- Command leadership and VIP agendas, reservations, plans/routes etc.
- Detailed facility maps or installation overhead photography (photo with annotation of Command areas or greater resolution than commercially available).
- Details of COOP, SPAWAR/SSC San Diego emergency evacuation procedures, or emergency recall procedures.
- Government personnel information that would reveal force structure and readiness (such as recall rosters or deployment lists).
- Compilations of information that directly disclose Command Critical Information.

- The above Critical Information and any that the contractor develops, regardless if in electronic or hardcopy form, must be protected by a minimum of the following countermeasures:
    - All emails containing Critical Information must be DoD Public Key Infrastructure (PKI) signed *and* PKI encrypted when sent.
    - Critical Information may not be sent via unclassified fax.
    - Critical Information may not be discussed via non-secure phones.
    - Critical Information may not be provided to individuals that do not have a need to know it in order to complete their assigned duties.
    - Critical Information may not be disposed of in recycle bins or trash containers.
    - Critical Information may not be left unattended in uncontrolled areas.
    - Critical Information in general should be treated with the same care as FOUO or proprietary information.
    - Critical Information must be destroyed in the same manner as FOUO.
    - Critical Information must be destroyed at contract termination or returned to the government at the government's discretion.

- The contractor shall document items of Critical Information that are applicable to contractor operations involving information on or related to the SOW. Such determinations of Critical Information will be completed using the DoD OPSEC 5 step process as described in National Security Decision Directive (NSDD) 298, "National Operations Security Program".
- OPSEC training must be Included as part of the contractors ongoing security awareness program conducted in accordance with Chapter 3, Section 1, of the NISPOM. NSDD 298, DoD 5205.02, "DOD Operations Security (OPSEC) Program", and OPNAVINST 3432.1, "Operations Security" should be used to assist in creation or management of training curriculum.
- If the contractor cannot resolve an issue concerning OPSEC they will contact the SPAWAR Security COR (who will consult with the SPAWAR/SSC San Diego OPSEC Manager).
- All above requirements MUST be passed to all Sub-contractors.