

**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** SER:064-99

a. FACILITY CLEARANCE REQUIRED

**SECRET**

b. LEVEL OF SAFEGUARDING REQUIRED

**SECRET**

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

a. PRIME CONTRACT NUMBER		<b>X</b>	a. ORIGINAL (Complete date in all cases)		DATE (YYYYMMDD)
					<b>991101</b>
b. SUBCONTRACT NUMBER			b. REVISED (Supersedes all previous specs)	REVISION NO.	DATE (YYYYMMDD)
<b>X</b>	c. SOLICITATION OR OTHER NUMBER	DUE DATE (YYYYMMDD)		c. FINAL (Complete Item 5 in all cases)	
	<b>52-4000-00</b>				

**4. IS THIS A FOLLOW-ON CONTRACT?**     YES     NO. If Yes, complete the following:  
Classified material received or generated \_\_\_\_\_ (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 \_\_\_\_\_, 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 Code)
FOR RFP PURPOSES ONLY  NOT VALID FOR ACTUAL CONTRACT AWARD		

**7. SUBCONTRACTOR**

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

**8. ACTUAL PERFORMANCE**

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

**9. GENERAL IDENTIFICATION OF THIS PROCUREMENT**

**SERVICES AND MATERIALS TO PROVIDE TECHNICAL INFORMATION SERVICES TO NRL INCLUDING PUBLICATIONS SERVICES, VISUAL INFORMATION SERVICES, MULTIMEDIA, PHOTOGRAPHIC LIBRARY, AUDITORIUM AND CONFERENCE FACILITIES SERVICES, EXHIBITS, NRL VIDEO TELECONFERENCING CENTERS, IMAGING SERVICES, AND OTHER ADMINISTRATIVE SERVICES.**

**10. CONTRACTOR WILL REQUIRE ACCESS TO:**      **11. IN PERFORMING THIS CONTRACT, THE CONTRACTOR WILL:**

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

Direct  Through (Specify)

Commanding Officer, Naval Research Laboratory, Washington, D.C. 20375-5320, Code 5210

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.

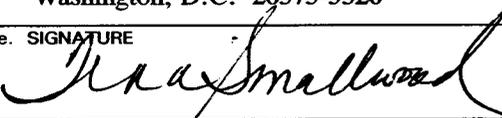
13. **SECURITY GUIDANCE.** The security classification guidance needed for this classified effort is identified below. If any difficulty is encountered in applying this guidance or if any other contributing factor indicates a need for changes in this guidance, the contractor is authorized and encouraged 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

Access to classified information is not required for the purpose of submitting a proposal for this performance work statement. However, prior to the start of the performance period, the successful contractor will be required to be eligible for a SECRET facility clearance, SECRET storage capabilities, and personnel eligible for a DOD granted personnel security clearance commensurate with the level of access required for performance of the contract.

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.)

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 TINA SMALLWOOD	b. TITLE Contracting Officer, Security	c. TELEPHONE (Include Area Code) 202-767-2240/2521
d. ADDRESS (Include Zip Code) Naval Research Laboratory 4555 Overlook Ave., S.W. Washington, D.C. 20375-5320	17. <b>REQUIRED DISTRIBUTION</b>	
e. SIGNATURE 	<input checked="" type="checkbox"/> a. CONTRACTOR	
	<input checked="" type="checkbox"/> b. SUBCONTRACTOR	
	<input checked="" type="checkbox"/> c. COGNIZANT SECURITY OFFICE FOR PRIME AND SUBCONTRACTOR	
	<input checked="" type="checkbox"/> d. U.S. ACTIVITY RESPONSIBLE FOR OVERSEAS SECURITY ADMINISTRATION	
	<input checked="" type="checkbox"/> e. ADMINISTRATIVE CONTRACTING OFFICER	
	<input checked="" type="checkbox"/> f. OTHERS AS NECESSARY 1221.11, 5210, 5202	