

**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
NONE

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

<input type="checkbox"/>	a. PRIME CONTRACT NUMBER	
<input type="checkbox"/>	b. SUBCONTRACT NUMBER	
<input checked="" type="checkbox"/>	c. SOLICITATION OR OTHER NUMBER N00189-14-R-Z043	DUE DATE (YYYYMMDD)

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

<input checked="" type="checkbox"/>	a. ORIGINAL <i>(Complete date in all cases)</i>	DATE (YYYYMMDD) 20150223
<input type="checkbox"/>	b. REVISED <i>(Supersedes all previous specs)</i>	REVISION NO. DATE (YYYYMMDD)
<input type="checkbox"/>	c. FINAL <i>(Complete item 5 in all cases)</i>	DATE (YYYYMMDD)

4. IS THIS A FOLLOW-ON CONTRACT? YES NO *If Yes, complete the following.*

Classified material received or generated under (Preceding Contract Number) is transferred to this follow-on contract.

5. IS THIS A FINAL DD FORM 254? YES NO *If Yes, complete the following.*

In response to the contractor's request dated retention of the classified materials 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 <i>(Name, Address, and Zip Code)</i>
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7. SUBCONTRACTOR

a. NAME, ADDRESS, AND ZIP CODE	b. CAGE CODE	c. COGNIZANT SECURITY OFFICE <i>(Name, Address, and Zip Code)</i>
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8. ACTUAL PERFORMANCE

a. NAME, ADDRESS, AND ZIP CODE	b. CAGE CODE	c. COGNIZANT SECURITY OFFICE <i>(Name, Address, and Zip Code)</i>
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Multiple Locations - See Block 13

9. GENERAL IDENTIFICATION OF THIS PROCUREMENT

Security Cooperation/Assistance/Foreign Military Sales technical & program /project management support for NAVSUP Weapons System Support, Code N52 and Security Assistance Cooperation Activity members. Solicitation effort covers project management, financial & logistics analysis & management, international training, & education, information technology service and consulting, cooperative programs, protection of key technologies, facilitating release authority for transferable & managing FMS sales, leases, grants of defense articles and services.

10. CONTRACTOR WILL REQUIRE ACCESS TO:

	YES	NO
a. COMMUNICATIONS SECURITY (COMSEC) INFORMATION	<input type="checkbox"/>	<input checked="" type="checkbox"/>
b. RESTRICTED DATA	<input type="checkbox"/>	<input checked="" type="checkbox"/>
c. CRITICAL NUCLEAR WEAPON DESIGN INFORMATION	<input type="checkbox"/>	<input checked="" type="checkbox"/>
d. FORMERLY RESTRICTED DATA	<input type="checkbox"/>	<input checked="" type="checkbox"/>
e. INTELLIGENCE INFORMATION	<input type="checkbox"/>	<input checked="" type="checkbox"/>
(1) Sensitive Compartmented Information (SCI)	<input type="checkbox"/>	<input checked="" type="checkbox"/>
(2) Non-SCI	<input type="checkbox"/>	<input checked="" type="checkbox"/>
f. SPECIAL ACCESS INFORMATION	<input type="checkbox"/>	<input checked="" type="checkbox"/>
g. NATO INFORMATION	<input type="checkbox"/>	<input checked="" type="checkbox"/>
h. FOREIGN GOVERNMENT INFORMATION	<input type="checkbox"/>	<input checked="" type="checkbox"/>
i. LIMITED DISSEMINATION INFORMATION	<input type="checkbox"/>	<input checked="" type="checkbox"/>
j. FOR OFFICIAL USE ONLY INFORMATION	<input checked="" type="checkbox"/>	<input type="checkbox"/>
k. OTHER <i>(Specify)</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

11. IN PERFORMING THIS CONTRACT, THE CONTRACTOR WILL:

	YES	NO
a. HAVE ACCESS TO CLASSIFIED INFORMATION ONLY AT ANOTHER CONTRACTOR'S FACILITY OR A GOVERNMENT ACTIVITY	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b. RECEIVE CLASSIFIED DOCUMENTS ONLY	<input type="checkbox"/>	<input checked="" type="checkbox"/>
c. RECEIVE AND GENERATE CLASSIFIED MATERIAL	<input type="checkbox"/>	<input checked="" type="checkbox"/>
d. FABRICATE, MODIFY, OR STORE CLASSIFIED HARDWARE	<input type="checkbox"/>	<input checked="" type="checkbox"/>
e. PERFORM SERVICES ONLY	<input checked="" type="checkbox"/>	<input type="checkbox"/>
f. HAVE ACCESS TO U.S. CLASSIFIED INFORMATION OUTSIDE THE U.S., PUERTO RICO, U.S. POSSESSIONS AND TRUST TERRITORIES	<input type="checkbox"/>	<input checked="" type="checkbox"/>
g. BE AUTHORIZED TO USE THE SERVICES OF DEFENSE TECHNICAL INFORMATION CENTER (DTIC) OR OTHER SECONDARY DISTRIBUTION CENTER	<input type="checkbox"/>	<input checked="" type="checkbox"/>
h. REQUIRE A COMSEC ACCOUNT	<input type="checkbox"/>	<input checked="" type="checkbox"/>
i. HAVE TEMPEST REQUIREMENTS	<input type="checkbox"/>	<input checked="" type="checkbox"/>
j. HAVE OPERATIONS SECURITY (OPSEC) REQUIREMENTS	<input type="checkbox"/>	<input checked="" type="checkbox"/>
k. BE AUTHORIZED TO USE THE DEFENSE COURIER SERVICE	<input type="checkbox"/>	<input checked="" type="checkbox"/>
l. OTHER <i>(Specify)</i>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

CUI

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)
 -NAVSUP WSS (Code N52) 700 Robbins Avenue, Bldg 1, Room 1203 Philadelphia 19111 (215.697.3177);
 -NAVY IPO, Code IPO-09A, 1250 10th St SE STE 2000 Washington Navy Yard DC 20374 (202.433.6800);
 -DISAM 2475 K St, Bldg 52, Wright-Patterson Air Force Base, OH 45333

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 the 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.)

Reference Block 8a - Actual Performance will be conducted at Multiple locations:

1. NAVSUP Weapons System Support Philadelphia, PA 19111,
2. Navy International Programs Office Washington, DC and
3. Defense Institute of Security Assistance Management WPAFB, OH 45333

10j - For Official Use Only (FOUO) Information generated and/or provided under this contract shall be safeguarded and marked as specified in DoD Manual 5200.01 (DoD Information Security Program) Volume 4 (Controlled Unclassified Information).

10k - Controlled Unclassified Information (CUI), includes For Official Use ONLY (FOUO) materials. The contractor shall provide adequate physical protection to CUI (which also includes, but is not limited to, FOUO, Personally Identifiable Information (PII) and Company Proprietary information so as to preclude access by any person or entity not authorized such access by the U.S. Government. Pertinent instructions are SECNAV Manual M-5510.36, chapter 6 (marking), chapter 7 safeguarding, chapter 8 (transmission and dissemination, available on the Department of the Navy Issuances website at: <http://doni.deps.dia.mil/secnav%20Manuals1/5510.36.pdf>, and DoD Manual 5200.01, Volume 4, (DoD Information Security Program: Controlled Unclassified Information (CUI), available on the Department of Defense Issuances website, at http://www.dtic.mil/whs/directives/corres/pdf/520001_vol4.pdf

Personally Identifiable Information. All contractors will perform the annually required training and comply with pertinent instructions, which include (SECNAVINST 5211.5E and DoD 5400.111R (the DoN and DoD Privacy Programs).

All contractor personnel under this contract have limited OPSEC responsibilities. Pertinent directive is DoD Dir 5205.02E of 20 June 2012. It is vital that DoD employees, as well as persons in other organizations that support DoD, exercise great caution in discussing information related to DoD work. Work related conversations should not be conducted in common areas, public places, while commuting or over unsecured electronic circuits. Discuss classified information only in authorized spaces and with persons having a specific need to know and proper security clearance. If in doubt, do not release/discuss official information except with other DoD personnel.

Per DoD dir 5210.50 of 27 Oct 2014, unauthorized disclosure of classified information will not be tolerated, and is made applicable to your company through this paragraph of the DD 254.

All contractor personnel must comply with the DoN Records Management Programs. Pertinent instruction is DoN Manual 5210.1 at <http://doni.deps.dia.mil/secnavmanuals.aspx>.

All questions and/or concerns regarding this DD Form 254 will be directed to the NAVSUP WSS POC, Ms. Catherine Rix-Payne, at COMM: (215)697-4410; DSN: 442-4410; Email: Catherine.rix-payne@navy.mil.

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

DEAN P. LEWIS

b. TITLE

NAVSUP WSS INDUSTRIAL SECURITY OFFICER

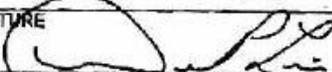
c. TELEPHONE (Include Area Code)

717-605-5819

d. ADDRESS (Include Zip Code)

5450 CARLISLE PIKE
 PO Box 2020
 MECHANICSBURG, PA 17055-0788

e. SIGNATURE

 23 Feb 2015

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: Code: N523

DD 254

Contract Number: N00189-14-R-Z043

ATTACHMENT 1

FOR OFFICIAL USE ONLY (FOUO) GUIDELINES

I. General.

- A. "For Official Use Only" (FOUO) is official government information that does not meet requirements for classification but still requires protection.
- B. FOUO information may be withheld from the public under exemptions 2 through 9 of the Freedom of Information Act (U.S.C. 552).
- C. FOUO information may be released to the public, however, it must be reviewed by the Government prior to its release. Information in support of this contract must be reviewed by NAVSUP WSS PAO prior to release.

II. Identification Markings.

- A. An unclassified document containing FOUO information will be marked "For Official Use Only" on the outside 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). For convenience, all pages, even those that do not contain FOUO information, may be marked in documents generated by an automated system.
- B. Individual portions/paragraphs in unclassified documents that contain FOUO information may be marked with "FOUO" to alert users and assist in review.
- C. Individual pages within a classified document that contain both FOUO and classified information will be marked at the top and bottom with the highest security classification of information appearing on the page. Individual portions/paragraphs containing FOUO information but no classified information will be marked "FOUO".
- D. The cover or the first page of unclassified documents containing FOUO information will be marked with the following statement:

This document contains information

EXEMPT FROM MANDATORY DISCLOSURE

under the FOIA. Exemption (b)(_) applies.

E. Certain classified material on this contract may be downgraded by the Original Classification Authority to UNCLASSIFIED-FOUO. When classified material approved for declassification to U-FOUO is used, extracted, reissued, transmitted and/or updated, it must be reviewed and appropriately marked.

III. Transmission/Dissemination/Reproduction.

A. Authorized contractors, consultants and grantees may transmit/disseminate FOUO information internally to each other and to DoD components and officials of DoD components who have a legitimate need for the information in connection with this contract. The following general guidelines apply:

1. FOUO information may be discussed over non-secure telephones and other electronic instruments. Cordless, cellular and mobile telephones should be avoided.
2. FOUO information may be transmitted over non-secure facsimile equipment.
3. Documents or facsimile transmissions containing FOUO material or with FOUO material attached must be marked to identify any FOUO contents or attachments.
4. FOUO information may be sent via US Postal Service or commercial carrier as long as the shipping package is not marked as containing FOUO material.
5. FOUO information may be transmitted, processed and stored on Automated Information Systems, electronic mail and other similar systems or networks 1) when distribution is to an authorized recipient and 2) if the receiving system is protected by either physical isolation or a password protection system. Holders will not use general, broadcast or universal mail addresses to distribute FOUO information. Discretionary access control measures may be used to preclude access to FOUO files by users who are authorized system users but who are not authorized for FOUO information.
6. Internet should be equated with "public access". Information must be properly reviewed and cleared before placing on electronic systems to include public release (unlimited distribution).

7. Reproduction of FOUO information may be accomplished on unclassified copiers or within designated government or contractor reproduction areas.

IV. Storage.

A. During working hours, FOUO information shall be used in a manner that limits access by persons who do not have an official need for the information. During non-working hours and when internal building security is provided, FOUO material may be filed with other unclassified records in unlocked files or desks. When there is no internal building security, 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.

V. Disposition.

A. When no longer needed, FOUO information should be disposed of in a manner to hinder reconstruction, e.g. by shredding or tearing each sheet into pieces and placing in a recycle or trash container or by initializing, degaussing or shredding magnetic media.

B. FOUO material may be recycled. Safeguard the FOUO documents or information until recycling. Recycling contracts must include agreements on how to protect and destroy FOUO material.

C. Removal of the FOUO status can only be accomplished by the government originator. The NAVSUP WSS Industrial Security Officer or NAVSUP WSS PAO will review and/or coordinate the removal of FOUO status for information in support of this contract.

VI. Unauthorized Disclosure.

Government and contractor personnel must act to protect FOUO information under their control from unauthorized disclosure. Government and contractor organizations must inform the NAVSUP WSS Industrial Security Officer or NAVSUP WSS Information Security Officer of any unauthorized disclosures of FOUO information in support of this contract. Unauthorized disclosure, intentional disregard or gross negligence in the handling of FOUO information does not constitute a reportable security violation. However, the responsible organization should investigate and, when substantiated, take appropriate disciplinary action. Unauthorized disclosure of FOUO information containing Privacy Act information may also result in civil or criminal sanctions.