# DEPARTMENT OF DEFENSE
# CONTRACT SECURITY CLASSIFICATION SPECIFICATION

*(The requirements of the National Industrial Security Program (NISP) apply to all security aspects of this effort involving classified information.)*

*OMB No. 0704-0567*
*OMB approval expires: 20220531*

The public reporting burden for this collection of information, 0704-0567, is estimated to average 70 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing the burden, to the Department of Defense, Washington Headquarters Services, at whs.mc-alex.esd.mbx.dd-dod-information-collections@mail.mil. Respondents should be aware that notwithstanding any other provision of law, no person shall be subject to any penalty for failing to comply with a collection of information if it does not display a currently valid OMB control number.

**RETURN COMPLETED FORM AS DIRECTED IN THE INSTRUCTIONS.**

**1. CLEARANCE AND SAFEGUARDING**

**a. LEVEL OF FACILITY SECURITY CLEARANCE (FCL) REQUIRED** *(See Instructions)*

Secret

**b. LEVEL OF SAFEGUARDING FOR CLASSIFIED INFORMATION/ MATERIAL REQUIRED AT CONTRACTOR FACILITY**

Secret

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

- ☐ **a. PRIME CONTRACT NUMBER** *(See instructions.)*
- ☐ **b. SUBCONTRACT NUMBER**
- ☒ **c. SOLICITATION OR OTHER NUMBER** **DUE DATE** *(YYYYMMDD)*

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

- ☐ **a. ORIGINAL** *(Complete date in all cases.)* **DATE** *(YYYYMMDD)*
- ☐ **b. REVISED** *(Supersedes all previous specifications.)* **REVISION NO.** **DATE** *(YYYYMMDD)*
- ☐ **c. FINAL** *(Complete Item 5 in all cases.)* **DATE** *(YYYYMMDD)*

**4. IS THIS A FOLLOW-ON CONTRACT?** ☒ No ☐ Yes *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?** ☒ No ☐ Yes *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(S) (CSO) *(Name, Address, ZIP Code, Telephone required; Email Address optional)* |
|---|---|---|
| | | |

**7. SUBCONTRACTOR(S)** *(Click button if you choose to add or list the subcontractors -- but will still require a separate DD Form 254 issued by a prime contractor to each subcontractor)*

Add Row | Remove last Row | Delete All Rows

| a. NAME, ADDRESS, AND ZIP CODE | b. CAGE CODE | c. COGNIZANT SECURITY OFFICE(S) (CSO) *(Name, Address, ZIP Code, Telephone required; Email Address optional)* |
|---|---|---|
| | | |

**8. ACTUAL PERFORMANCE** *(Click button to add more locations.)*

Add Row | Remove last Row | Delete All Rows

| a. LOCATION(S) *(For actual performance, see instructions.)* | b. CAGE CODE *(If applicable, see Instructions.)* | c. COGNIZANT SECURITY OFFICE(S) (CSO) *(Name, Address, ZIP Code, Telephone required; Email Address optional)* |
|---|---|---|
| Rhode Island National Guard<br>Joint Force Headquarters<br>Camp Fogarty<br>2841 South County Trail<br>East Greenwich, RI 02818 | | Rhode Island National Guard (401) 275-1187<br>G2-SSR<br>508 Rhode Warrior Way<br>North Kingstown, Rhode Island 02852<br>steven.j.storti.mil@mail.mil |
| Rhode Island National Guard<br>G2<br>Camp Fogarty<br>2841 South County Trail<br>East Greenwich, RI 02818 | | Rhode Island National Guard (401) 275-1187<br>G2-SSR<br>508 Rhode Warrior Way<br>North Kingstown, Rhode Island 02852<br>steven.j.storti.mil@mail.mil |

**9. GENERAL UNCLASSIFIED DESCRIPTION OF THIS PROCUREMENT**

Entry Control Point, vetting personnel, vehicle searching and roving patrols of the perimeter. Lobby and/or JOC posts will have access to Secret Internet Protocol Router Network (SIPRNet) and Communications Security (COMSEC) material 24/7. Responding to Alarm annunciation inside classified offices.

**10. CONTRACTOR WILL REQUIRE ACCESS TO:** *(X all that apply. Provide details in Blocks 13 or 14 as set forth in the instructions.)*

- [x] **a. COMMUNICATIONS SECURITY (COMSEC) INFORMATION**
- [ ] **b. RESTRICTED DATA**
- [ ] **c. CRITICAL NUCLEAR WEAPON DESIGN INFORMATION (CNWDI)** *(If CNWDI applies, RESTRICTED DATA must also be marked.)*
- [ ] **d. FORMERLY RESTRICTED DATA**
- **e. NATIONAL INTELLIGENCE INFORMATION:**
  - [ ] **(1) Sensitive Compartmented Information (SCI)**
  - [x] **(2) Non-SCI**
- [ ] **f. SPECIAL ACCESS PROGRAM (SAP) INFORMATION**
- [ ] **g. NORTH ATLANTIC TREATY ORGANIZATION (NATO) INFORMATION**
- [ ] **h. FOREIGN GOVERMENT INFORMATION**
- [ ] **i. ALTERNATIVE COMPENSATORY CONTROL MEASURES (ACCM) INFORMATION**
- [x] **j. CONTROLLED UNCLASSIFIED INFORMATION (CUI)** *(See instructions.)*
- [x] **k. OTHER (Specify)** *(See instructions.)*

SIPRNet

**11. IN PERFORMING THIS CONTRACT, THE CONTRACTOR WILL:** *(X all that apply. See instructions. Provide details in Blocks 13 or 14 as set forth in the instructions.)*

- [x] **a. HAVE ACCESS TO CLASSIFIED INFORMATION ONLY AT ANOTHER CONTRACTOR'S FACILITY OR A GOVERNMENT ACTIVITY** *(Applicable only if there is no access or storage required at contractor facility. See instructions.)*
- [ ] **b. RECEIVE AND STORE CLASSIFIED DOCUMENTS ONLY**
- [x] **c. RECEIVE, STORE, AND GENERATE CLASSIFIED INFORMATION OR MATERIAL**
- [ ] **d. FABRICATE, MODIFY, OR STORE CLASSIFIED HARDWARE**
- [ ] **e. PERFORM SERVICES ONLY**
- [ ] **f. HAVE ACCESS TO U.S. CLASSIFIED INFORMATION OUTSIDE THE U.S.,PUERTO RICO, U.S. POSSESSIONS AND TRUST TERRITORIES**
- [ ] **g. BE AUTHORIZED TO USE THE SERVICES OF DEFENSE TECHNICAL INFORMATION CENTER (DTIC) OR OTHER SECONDARY DISTRIBUTION CENTER**
- [ ] **h. REQUIRE A COMSEC ACCOUNT**
- [ ] **i. HAVE A TEMPEST REQUIREMENT**
- [x] **j. HAVE OPERATIONS SECURITY (OPSEC) REQUIREMENTS**
- [ ] **k. BE AUTHORIZED TO USE DEFENSE COURIER SERVICE**
- [ ] **l. RECEIVE, STORE, OR GENERATE CONTROLLED UNCLASSIFIED INFORMATION (CUI).** *(DoD Components: refer to DoDM 5200.01, Volume 4 only for specific CUI protection requirements. Non-DoD Components: see instructions.)*
- [ ] **m. OTHER (Specify)** *(See instructions.)*

**12. PUBLIC RELEASE**

Any information (classified or unclassified) pertaining to this contract shall not be released for public dissemination except as provided by the National Industrial Security Program Operating Manual (NISPOM) or unless it has been approved for public release by appropriate U.S. Government authority. Proposed public releases shall be submitted for review and approval prior to release to the appropriate government approval authority identified here with at least office and phone contact information and if available, an e-mail address. *(See instructions)*

- [ ] **DIRECT**
- [x] **THROUGH** *(Specify below)*

RIARNG PAO Alexandra D. Curtis
alexandra.d.curtis.mil@mail.mil

**Public Release Authority:**

**13. SECURITY GUIDANCE**

Add Signature | Remove last Signature | Delete All Signatures

The security classification guidance for classified information needed for this 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. The field will expand as text is added. When removing any expanded text area, use delete key or backspace key, then click out of the text field for it to shrink after the text has been deleted. Also allows for up to 6 internal reviewers to digitally sign. See instructions for additional guidance or use of the fillable PDF.)*

Contractors who require access to the RIARNG Secure Internet Protocol Router (SIPR) network must sign a DD Form 2875 and are required to read the NATO Security Forward and sign a North Atlantic Treaty Organization (NATO) Briefing statement. The contractor personnel will require access to SIPR but not NATO documents. Non-SCI Information is not releasable to contractor employees who have not received a clearance at the appropriate security level. A fully adjudicated T3 investigation with secret eligibility must be obtained prior to access to SIPRNet access, as well as a signed SF312 Non-Discloser agreement by every contracting personnel accessing classified information.

Ref 10a: When COMSEC material is being accessed, the contractor personnel will follow the security requirements of the host government activity.
Ref 10j: For Official Use Only (FOUO) Information generated and/or provided under this contract shall be safeguarded and marked as specified in DoD 5200.1-R, Appendix 3.
Ref 10k: Secret Internet Protocol Network (SIPRNET) access required. The contractor shall not access, download or further disseminate any special access data (i.e. intelligence, NATO, COMSEC, etc.) outside the execution of the defined contract requirements and without the guidance and written permission of the KO. In the event that any special access is required, the KO must modify the requirements for the DD Form 254.
Ref 11a: Contractor performance is restricted to (Rhode Island National Guard, Joint Force Headquarters, Camp Fogarty, 2841 South County Trail East Greenwich, RI 02818). 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.

List of Attachments (All Files Must be Attached Prior to Signing, i.e., for any digital signature on the form)

Add Attachment | View Selected Attachment | Remove Selected Attachment

| NAME & TITLE OF REVIEWING OFFICIAL | SIGNATURE |
|---|---|
| SFC Steven J. Storti<br>G2-Special Security Representative | Digitally signed by STORTI.STEVEN.JOHN.JR.1271741886<br>Date: 2019.05.31 08:17:36 -04'00' |

**14. ADDITIONAL SECURITY REQUIREMENTS**

Requirements, in addition to NISPOM requirements for classified information, are established for this contract.

☐ No ☒ Yes *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 CSO. The field will expand as text is added or you can also use item 13. When removing any expanded text area, use delete key or backspace key, then click out of the text field for it to shrink after the text has been deleted. (See instructions for additional guidance or use of the fillable PDF.)*

- Costs incurred due to additional security requirements are subject to negotiation between the contractor and the KO.
- Prior approval of the KO is required before a prime contractor can impose additional security requirements on a subcontractor.
- A copy of the DD Form 254 containing the additional security requirements will be provided to the KO.

**15. INSPECTIONS**

Elements of this contract are outside the inspection responsibility of the CSO.

☐ No ☒ Yes *If Yes, explain and identify specific areas and government activity responsible for inspections. The field will expand as text is added or you can also use item 13. When removing any expanded text area, use delete key or backspace key, then click out of the text field for it to shrink after the text has been deleted. (See instructions for additional guidance or use of the fillable PDF.)*

It is the responsibility of the supporting Industrial Security Specialist(ISS) to maintain copies of all inspections performed on the program during the life of the DD Form 254. The ISS will ensure the KO receives copies of the inspection reports

**16. GOVERNMENT CONTRACTING ACTIVITY (GCA) AND POINT OF CONTACT (POC)**

| a. GCA NAME | c. ADDRESS *(Include ZIP Code)* | d. POC NAME |
|---|---|---|
| State of Rhode Island | State Of Rhode Island and Providence Plantations<br>Department of Administration<br>Division of Purchases<br>One Capitol Hill<br>Providence, RI 02908-5860 | LTC D. LEMONT / M. STONE |
| **b. ACTIVITY ADDRESS CODE (AAC) OF THE CONTRACTING OFFICE** *(See Instructions)* | | **e. POC TELEPHONE** *(Include Area Code)*<br>+1 (401) 275-4123 |
| | | **f. EMAIL ADDRESS** *(See Instructions)*<br>david.a.lemont.mil@mail.mil |

**17. CERTIFICATION AND SIGNATURES**

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. Upon digitally signing Item 17h, no changes can be made as the form will be locked.

**a. TYPED NAME OF CERTIFYING OFFICIAL** *(Last, First, Middle Initial)* *(See Instructions)*

| | | |
|---|---|---|
| **b. TITLE** | **d. AAC OF THE CONTRACTING OFFICE** *(See Instructions)* | **h. SIGNATURE** |
| **c. ADDRESS** *(Include ZIP Code)* | **e. CAGE CODE OF THE PRIME CONTRACTOR** *(See Instructions.)* | |
| | **f. TELEPHONE** *(Include Area Code)* | **i. DATE SIGNED** *(See Instructions)* |
| | **g. EMAIL ADDRESS** *(See Instructions)* | |

**18. REQUIRED DISTRIBUTION BY THE CERTIFYING OFFICIAL**

- ☐ **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. OTHER AS NECESSARY** *(If more room is needed, continue in Item 13 or on additional page if necessary.)*