

UNCLASSIFIED

DEPARTMENT OF DEFENSE CONTRACT SECURITY CLASSIFICATION SPECIFICATION <i>(The requirements of the National Industrial Security Program (NISP) apply to all security aspects of this effort involving classified information.)</i>		OMB No. 0704-0567 OBM approval expires Jun 30, 2025		
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 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 number. RETURN COMPLETED FORM AS DIRECTED IN THE INSTRUCTIONS.				
1. CLEARANCE AND SAFEGUARDING				
a. LEVEL OF FACILITY SECURITY CLEARANCE (FCL) REQUIRED (See Instructions) TOP SECRET	b. LEVEL OF SAFEGUARDING FOR CLASSIFIED INFORMATION / MATERIAL REQUIRED AT CONTRACTOR FACILITY None			
<table border="0" style="width: 100%;"> <tr> <td style="width: 50%; vertical-align: top;"> 2. THIS SPECIFICATION IS FOR: <i>(X and complete as applicable)</i> ☐ a. PRIME CONTRACT NUMBER <i>(See instructions.)</i> TBD ☐ b. SUBCONTRACT NUMBER ☒ c. SOLICITATION OR OTHER NUMBER DUE DATE <i>(YYYYMMDD)</i> W50NH9-26-R-A003 </td> <td style="width: 50%; vertical-align: top;"> 3. THIS SPECIFICATION IS: <i>(X and complete as applicable)</i> ☒ a. ORIGINAL <i>(Complete date in all cases)</i> DATE <i>(YYYYMMDD)</i> ☐ b. REVISED <i>(Supersedes all previous specifications.)</i> DATE <i>(YYYYMMDD)</i> ☐ c. FINAL <i>(Complete Item 5 in all cases)</i> DATE <i>(YYYYMMDD)</i> </td> </tr> </table>			2. THIS SPECIFICATION IS FOR: <i>(X and complete as applicable)</i> ☐ a. PRIME CONTRACT NUMBER <i>(See instructions.)</i> TBD ☐ b. SUBCONTRACT NUMBER ☒ c. SOLICITATION OR OTHER NUMBER DUE DATE <i>(YYYYMMDD)</i> W50NH9-26-R-A003	3. THIS SPECIFICATION IS: <i>(X and complete as applicable)</i> ☒ a. ORIGINAL <i>(Complete date in all cases)</i> DATE <i>(YYYYMMDD)</i> ☐ b. REVISED <i>(Supersedes all previous specifications.)</i> DATE <i>(YYYYMMDD)</i> ☐ c. FINAL <i>(Complete Item 5 in all cases)</i> DATE <i>(YYYYMMDD)</i>
2. THIS SPECIFICATION IS FOR: <i>(X and complete as applicable)</i> ☐ a. PRIME CONTRACT NUMBER <i>(See instructions.)</i> TBD ☐ b. SUBCONTRACT NUMBER ☒ c. SOLICITATION OR OTHER NUMBER DUE DATE <i>(YYYYMMDD)</i> W50NH9-26-R-A003	3. THIS SPECIFICATION IS: <i>(X and complete as applicable)</i> ☒ a. ORIGINAL <i>(Complete date in all cases)</i> DATE <i>(YYYYMMDD)</i> ☐ b. REVISED <i>(Supersedes all previous specifications.)</i> DATE <i>(YYYYMMDD)</i> ☐ c. FINAL <i>(Complete Item 5 in all cases)</i> DATE <i>(YYYYMMDD)</i>			
4. IS THIS A FOLLOW-ON CONTRACT? ☒ No ☐ Yes <i>If Yes, complete the following:</i> 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? ☒ No ☐ Yes <i>If Yes, complete the following:</i> In response to the contractor's request dated _____, retention of the identified classified material is authorized for the period of: _____				
6. PRIME CONTRACTOR <i>(Include Commercial and Government Entity (CAGE) Code.)</i>				
a. NAME, ADDRESS, AND ZIP CODE TBD	b. CAGE CODE TBD	c. COGNIZANT SECURITY OFFICE (CSO) <i>(Name, Address, ZIP Code, Telephone; Email Address optional)</i> TBD		
7. SUBCONTRACTOR <i>(None.)</i>				
8. ACTUAL PERFORMANCE				
a. LOCATION(S) Fort Belvoir, VA; Metro Park; Fort Meade, MD; Charlottesville, VA; Augusta, GA; Savannah, GA; Killeen, TX	b. CAGE CODE W00YAA3	c. COGNIZANT SECURITY OFFICE (CSO) <i>(Name, Address, ZIP Code, Telephone; Email Address optional)</i> 8825 BEULAH STREET, FT BELVOIR, VA, 22060-5246		
9. GENERAL UNCLASSIFIED DESCRIPTION OF THIS PROCUREMENT Provide HQ INSCOM (Nolan, Nolan SOAF, Metro Park) with unarmed Access Control Services as a deterrent against unauthorized and illegal activities directed toward INSCOM employees, visitors, sensitive information, properties and regulations. Provide HQ INSCOM with Access Control Services to provide personnel control, and ensure regulatory compliance, as well as brief escorted individuals on facility security, safety responsibilities and prohibited items.				

DD Form 254, APR 2018

PREVIOUS EDITION IS OBSOLETE

UNCLASSIFIED

UNCLASSIFIED

10. CONTRACTOR WILL REQUIRE ACCESS TO:

(X all that apply. Provide details in Blocks 13 or 14 as set forth in the instructions.)

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

11. IN PERFORMING THIS CONTRACT, THE CONTRACTOR WILL:

- | | |
|--|---|
| ☒ a. HAVE ACCESS TO CLASSIFIED INFORMATION ONLY AT ANOTHER CONTRACTOR'S FACILITY OR A GOVERNMENT ACTIVITY | ☐ g. BE AUTHORIZED TO USE THE SERVICES OF DEFENSE TECHNICAL INFORMATION CENTER (DTIC) OR OTHER SECONDARY DISTRIBUTION CENTER |
| ☐ b. RECEIVE AND STORE CLASSIFIED DOCUMENTS ONLY | ☐ h. REQUIRE A COMSEC ACCOUNT |
| ☐ c. RECEIVE, STORE, AND GENERATE CLASSIFIED INFORMATION OR MATERIAL (ACCESS , PROCESS) | ☐ i. HAVE A TEMPEST REQUIREMENT |
| ☐ d. FABRICATE, MODIFY, OR STORE CLASSIFIED HARDWARE (ACCESS , PROCESS) | ☐ j. HAVE OPERATIONS SECURITY (OPSEC) REQUIREMENTS |
| ☒ e. PERFORM SERVICES ONLY | ☐ k. BE AUTHORIZED TO USE THE DEFENSE COURIER SERVICE |
| ☐ f. HAVE ACCESS TO U.S. CLASSIFIED INFORMATION OUTSIDE THE U.S., PUERTO RICO, U.S. POSSESSIONS AND TRUST TERRITORIES | ☒ l. RECEIVE, STORE, OR GENERATE CONTROLLED UNCLASSIFIED INFORMATION (CUI). |
| | ☒ m. OTHER (Specify)
(SI, TK, G, HCS-P; TARP Training required) |

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 (INSPOM) or unless it has been approved for public release by appropriate U.S. Government authority. Proposed public release 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 ☒ THROUGH (Specify below)

PUBLIC RELEASE AUTHORITY:

PUBLIC RELEASE OF SCI IS NOT AUTHORIZED

PUBLIC RELEASE OF SCI IS NOT AUTHORIZED

13. SECURITY GUIDANCE

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 classification assigned or recommended.

(Fill in as appropriate for the classified effort. Attach, or forward under separate correspondence, any document/guides/extracts referenced herein. Add additional pages as needed to provide complete guidance.)

SEE SECTION 13 CONTINUATION SECTION AT THE BOTTOM OF THIS FORM

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

UNCLASSIFIED

NAME & TITLE OF REVIEWING OFFICIAL

SANTOS.AMAUR

X IS.1234870692

Digitally signed by
SANTOS.AMAURIS.1234870692
Date: 2026.02.17 12:33:33 -05'00'

SIGNATURE

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 cognizant security office (CSO).

See SCI addendum / Contractors may or may not be hand receipt holders. Within the Army, COMSEC customdians are either DA civilians or military members. Contractors are considered hand receipt holders. See AR 380-40 for further guidance on COMSEC.

15. INSPECTIONS.

Elements of this contract are outside the inspection responsibility of the cognizant security office (CSO).

☐ No ☒ Yes If Yes, explain and identify specific areas and government activity responsible for inspections.

SCI addendum / HQDA, G2

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

a. GCA NAME Army Contracting Command – Detroit Arsenal	d. POC NAME W50NH9
b. AAC OF CONTRACTING OFFICE W50NH9	e. POC TELEPHONE 571-588-0944
c. ADDRESS 6359 Walker Lane Franconia, VA 22310	f. EMAIL ADDRESS michael.a.barrett52.civ.@army.mil

17. 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. 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) Nephew, Pamela	d. AAC OF CONTRACTING OFFICE W50NH9	NEPHEW.PA MLA.D.1285 463110 h. SIGNATURE	Digitally signed by NEPHEW.PAMELA.D.12 85463110 Date: 2026.02.18 09:05:01 -05'00'
b. TITLE Security Specialist	e. CAGE CODE OF THE PRIME CONTRACTOR TBD		
c. ADDRESS (Include ZIP Code) 8825 BEULAH STREET, FT BELVOIR, VA, 22060-5246	f. TELEPHONE (Include Area Code.) 571-515-7404	i. DATE SIGNED	
	g. EMAIL ADDRESS pamela.d.nephew.civ@army.mil		

18. REQUIRED DISTRIBUTION BY THE CERTIFYING OFFICIAL

- ☒ a. CONTRACTOR ☐ f. OTHERS AS NECESSARY (If more room is needed, continue on Item 13 or on additional page if necessary.)
- ☐ b. SUBCONTRACTOR
- ☒ c. COGNIZANT SECURITY OFFICE FOR PRIME AND SUBCONTRACTOR
- ☐ d. U.S. ACTIVITY RESPONSIBLE FOR OVERSEAS SECURITY ADMINISTRATION
- ☒ e. ADMINISTRATIVE

DD Form 254, APR 2018

PREVIOUS EDITION IS OBSOLETE

UNCLASSIFIED

UNCLASSIFIED

Section 13 Continuation: SECURITY GUIDANCE. The security classification guidance 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 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 document/guides/extracts referenced herein. Add additional pages as needed to provide complete guidance.*

10e1: SCI Access required. Reference SCI addendum. No public release of information authorized, public disclosure or confirmation of any subject related to the support contract is not authorized without first obtaining written approval from the KO.

10e2: Non-SCI Information is not releasable to contractor employees who have not received a clearance at the appropriate security level. Written concurrence of the KO is required prior to subcontracting. Access to Intelligence information required for performance. Additional notes: See SCI Addendum

10j: Controlled Unclassified Information generated and/or provided under this contract is identified as (enter CUI or provide reference to an attachment with details) and shall be marked, safeguarded and protected in accordance with (enter specific guidance or reference DoDI 5200.48). Additional notes: Access Control Officers may come across CUI information during random screenings and may produce CUI during shifts based on personnel logs

10k: Personally Identifiable Information (PII)

11a: Contractor performance is restricted to USA INTELLIGENCE & SECURITY COMMAND / MISSION SUPP8825 BEULAH STREET, FT BELVOIR, VA, 22060-5246 Government agency or activity will provide security classification guidance for performance on this contract.

11e: Access Control Services Provide Access Control services for INSCOM HQ SCIF facilities effort to prevent unauthorized and illegal activities such as unlawful entry, theft of property and/or classified materials, destruction of public properties and violations of other Federal, State and local criminal statutes and regulations. Continuously monitor facilities, verify security clearances, and issue badges.

11l: Performing Access Control functions may introduce CUI information through random inspections. In addition, weekly staff logs and additional requirements may yield CUI.

11m: SI, TK, G, HCS-P, and TARP training required

UNCLASSIFIED
US ARMY SCI ADDENDUM TO DD FORM 254

X (1)-This contract requires access to Sensitive Compartmented Information (SCI). The Commander, US Army Intelligence and Security Command (INSCOM), acting on behalf of the DA Deputy Chief of Staff (DCS), G-2 is the Cognizant Security Authority (CSA) for the US Army, has exclusive security responsibility for all SCI released to the contractor or developed under the contract and held within the Contractor's SCI Facility (SCIF) or Co-utilization Agreement (CUA).

X (2)-The Defense Intelligence Agency (DIA) has security inspection responsibility for SCI and the Defense Counterintelligence and Security Agency (DCSA) retains responsibility for all collateral information released or developed under the contract and held within the DoD Contractor's SCIF. All DD Forms 254 prepared for contracts involving access to SCI under this contract must be processed through ACCS to the CM and Industrial Security Specialist for approval.

X (3)-The manuals, regulations, and directives checked below provide the necessary guidance for physical, personnel, and information security for safeguarding SCI, and are part of the security classification specification for this contract:

- | | |
|---------------|--|
| <u> </u> | (a)-ICD 503, Intelligence Community Information Technology Systems Security Risk Management, Certification and Accreditation |
| <u>X</u> | (b)-ICD 704 Personnel Security Standards and Procedures Governing Eligibility for Access to Sensitive Compartmented Information |
| <u> </u> | (c)-IC Tech Spec-for ICD/ICS 705, Technical Specifications for Construction and Management of Sensitive Compartmented Information Facilities |
| <u>X</u> | (d)-DoDM 5105.21 Vol 1-3, SCI Administrative Security Manual |
| <u>X</u> | (e)-AR 380-28, Army SCI Security Program |
| <u>X</u> | (f)-AR 25-2, Army Cybersecurity |
| <u> </u> | (g)-AR 380-381, Special Access Programs (SAPS) and Sensitive Activities |
| <u> </u> | (h)-AR 715-30 Secure Environment Contracting |
| <u> </u> | (i)-Other |

X (4)-Contract estimated completion date **(PERIOD OF PERFORMANCE ONLY):** 20320301
(NOTE: Option years are not to be included, as an option is not valid until exercised by the government.)

X (5)- Security Personnel. The Contract Monitor and the contractor security officer must be registered in the Army Centralized Contracts and Security Portal (ACCS) at the level of contract, in order to process SCI actions

(a) Contract Monitor

Name: AMAURIS SANTOS

Telephone: 571-515-7715 Email: AMAURIS.SANTOS.CIV@ARMY.MIL

Mailing Address: 8825 BEULAH STREET, FT BELVOIR, VA, 22060-5246

(b) Alternate Contract Monitor

Name: Robert Epps

Telephone: 7034284941 Email: robert.c.epps7.civ@army.mil

Mailing Address: 8825 BEULAH STREET, FT BELVOIR, VA, 22060-5246

UNCLASSIFIED

UNCLASSIFIED

(c) Contractor Security POC

Name: TBD

Telephone: TBD Email: TBD

Mailing Address: TBD

- X (6)-All DD Forms 254 prepared for contracts involving access to SCI under this contract must be processed through ACCS to the CM and Industrial Security Specialist for approval and to Contractor Support Element, USAINSCOM, ACofS Security, G2 for review and concurrence of the awarded contract.
- X (7)-All SCI visit certifications for contractors must be processed through ACCS to the CM for approval and to the CSE for review and processing. Visit certification requests must be submitted at least ten (10) working days prior to the visit
- X (8)-Debriefings: All FSO's/CSSO's must properly debrief all contractors from SCI through ACCS. FSO/CSSO's must submit the debrief request NLT 7 days and NET 10 days before actual departure. FSO's/CSSO's will separate all contractors from DISS, or the current system of record, after completion of debriefing.
- X (9)-The contractor will not reproduce any SCI related material without prior written permission of the CM.
- _____ (10)-Security Classification Guides or extracts are attached or will be provided under separate cover.
- _____ (11)-Electronic processing of SCI requires accreditation of the equipment in accordance with ICD 503 and AR 25-2. (Note: NATO security awareness briefing is required for access to SIPR and JWICS indicated in blocks 10k or 11l of DD 254.).
- _____ (12)-This contract requires a contractor Controlled Space _____ or CUA _____
- _____ (13)-Request for Indoctrination/Debrief Authority
- X (14)-This contract requires (SI) (TH) (G) (HCS-P) (TARP Training))
- X (15)-The contractor will perform SCI work under this contract at the following location (Name of government or contractor activity, SCI SMO or CAGE Code):
- Agencies: W00YAA3 - USA INTELLIGENCE & SECURITY COMMAND / MISSION SUPP,
- _____ (16)-The contractor identified in Block 6 is a Multiple Facility Organization (MFO) and is authorized to submit DD254 and SCI Addendum for the following SCI locations (Facility Name and CAGE Code).
- _____ (17)- SCI Courier Requirement

UNCLASSIFIED