

<b>DEPARTMENT OF DEFENSE</b> <b>CONTRACT SECURITY CLASSIFICATION SPECIFICATION</b>  <i>(The requirements of the DoD Industrial Security Manual apply to all security aspects of this effort.)</i>	<b>1. CLEARANCE AND SAFEGUARDING</b> a FACILITY CLEARANCE REQUIRED <b>TOP SECRET</b>  b LEVEL OF SAFEGUARDING REQUIRED <b>TOP SECRET</b>
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<b>2. THIS SPECIFICATION IS FOR:</b> <i>(x and complete as applicable)</i>	<b>3. THIS SPECIFICATION IS:</b> <i>(x and complete as applicable)</i>
<input checked="" type="checkbox"/> a PRIME CONTRACT NUMBER <b>NAMA 04-C-0007</b>	<input checked="" type="checkbox"/> a ORIGINAL (Complete date in all cases) DATE (YYMMDD) <b>040803</b>
<input type="checkbox"/> b SUBCONTRACT NUMBER	<input type="checkbox"/> b REVISED (Supersedes all previous specs)      Revision No DATE (YYMMDD)
<input type="checkbox"/> c SOLICITATION OR OTHER NUMBER      DUE DATE (YYMMDD)	<input type="checkbox"/> c FINAL (Complete Item 5 in all cases) DATE (YYMMDD)

**4. THIS IS 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 identified classified material is authorized for the period of \_\_\_\_\_

**6. CONTRACTOR** *(Include Commercial and Government Entity (CAGE) Code)*

a NAME, ADDRESS, AND ZIP CODE <b>Lockheed Martin</b> <b>Transportation and Security Solutions</b> <b>9221 Corporate Blvd</b> <b>Rockville, Maryland 20850</b>	b CAGE CODE <b>23892</b>	c COGNIZANT SECURITY OFFICE <i>(Name, Address, and Zip Code)</i> <b>Defense Security Service</b> <b>936 Elkridge Landing Road</b> <b>Linthicum, Maryland 21090</b>
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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 LOCATION	b CAGE CODE	c COGNIZANT SECURITY OFFICE <i>(Name, Address, and Zip Code)</i>
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**9. GENERAL IDENTIFICATION OF THIS PROCUREMENT**  
**Design, develop, operate, maintain, and deploy the Electronic Records Archives**

10. THIS CONTRACT WILL REQUIRE ACCESS TO:	YES	NO	11. IN PERFORMING THIS CONTRACT, THE CONTRACTOR WILL:	YES	NO
a COMMUNICATIONS SECURITY (COMSEC) INFORMATION	<input checked="" type="checkbox"/>	<input type="checkbox"/>	a HAVE ACCESS TO CLASSIFIED INFORMATION ONLY AT ANOTHER CONTRACTOR'S FACILITY OR A GOVERNMENT ACTIVITY	<input type="checkbox"/>	<input checked="" type="checkbox"/>
b RESTRICTED DATA	<input checked="" type="checkbox"/>	<input type="checkbox"/>	b RECEIVE CLASSIFIED DOCUMENTS ONLY	<input checked="" type="checkbox"/>	<input type="checkbox"/>
c CRITICAL NUCLEAR WEAPON DESIGN INFORMATION	<input checked="" type="checkbox"/>	<input type="checkbox"/>	c RECEIVE AND GENERATE CLASSIFIED MATERIAL	<input type="checkbox"/>	<input checked="" type="checkbox"/>
d FORMERLY RESTRICTED DATA	<input checked="" type="checkbox"/>	<input type="checkbox"/>	d FABRICATE, MODIFY, OR STORE CLASSIFIED HARDWARE	<input checked="" type="checkbox"/>	<input type="checkbox"/>
e INTELLIGENCE INFORMATION	<input type="checkbox"/>	<input type="checkbox"/>	e PERFORM SERVICES ONLY	<input type="checkbox"/>	<input checked="" type="checkbox"/>
(1) Sensitive Compartmented information (SCI)	<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"/>
(2) Non-SCI	<input checked="" type="checkbox"/>	<input 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"/>
f SPECIAL ACCESS INFORMATION	<input type="checkbox"/>	<input checked="" type="checkbox"/>	h REQUIRE A COMSEC ACCOUNT	<input checked="" type="checkbox"/>	<input type="checkbox"/>
g NATO INFORMATION	<input checked="" type="checkbox"/>	<input type="checkbox"/>	i HAVE TEMPEST REQUIREMENTS	<input type="checkbox"/>	<input checked="" type="checkbox"/>
h FOREIGN GOVERNMENT INFORMATION	<input checked="" type="checkbox"/>	<input type="checkbox"/>	j HAVE OPERATIONS SECURITY (OPSEC) REQUIREMENTS	<input type="checkbox"/>	<input checked="" type="checkbox"/>
i LIMITED DISSEMINATION INFORMATION	<input checked="" type="checkbox"/>	<input type="checkbox"/>	k BE AUTHORIZED TO USE THE DEFENSE COURIER SERVICE	<input checked="" type="checkbox"/>	<input type="checkbox"/>
j FOR OFFICIAL USE ONLY INFORMATION	<input checked="" type="checkbox"/>	<input type="checkbox"/>	l OTHER <i>(Specify)</i>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
k OTHER <i>(Specify)</i>	<input type="checkbox"/>	<input checked="" type="checkbox"/>			

**12. PUBLIC RELEASE.** Any information (classified or unclassified) pertaining to this contract shall not be released for public dissemination except as provided by the INSPOM 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) Public Release of any information received or generated under this contract must be submitted for approval to NARA Public Affairs, the COR, and the Branch Security Management (NASS) 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.

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**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)

NISPOM 5220.22-m, with changes 1 and 2 (<http://www.dss.mil/isec/nispom.pdf>)

NARA Information Technology Security Handbook, March 2002

NARA Information Security Manual, 1994

Executive Order 12958, Classified National Security Information

Executive Order 13292, Amendment to E.O. 12958

DoD 5105.21-M-1, Sensitive Compartmented Information Administrative Security Manual, August 1998

The contractor will comply with NARA security policies and procedures when contract performance occurs at a NARA installation or NARA facilities in accordance with the Visitor Group Security Agreement, Attachment 1.

**14. ADDITIONAL SECURITY REQUIREMENTS.** Requirements, in addition to NISPOM requirements, are established for this contract (If Yes, identify the pertinent contractual clauses in the contract document itself, or provide any 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)  Yes  No

**15. INSPECTIONS.** Elements of this contract are outside the inspection responsibility of the cognizant security office (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)  Yes  No

The NASS (Branch of Security Mgmt) retains security oversight responsibility for all SCI and other forms of information not under the cognizant authority of DSS. Joyce A. Thornton, NASS is designated as the Information Security Program manager (ISPM) and NASS retains security oversight responsibility when contract performance occurs on a NARA installation or within a NARA controlled facility.

**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  
Joyce A. Thornton

b TITLE  
Information Security Manager

c TELEPHONE (Include Area Code)  
(301) 837-0296

d ADDRESS (Include Zip Code)  
National Archives and Records Administration  
8601 Adelphi Road  
College Park, MD 20740

e SIGNATURE

**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 ADMINSTRATIVE CONTRACTING OFFICER
- f OTHERS AS NECESSARY