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: August 31, 2028

The public reporting burden for this collection of information, 0704-0567, is estimated to average 36 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
None (See instructions)

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

☐ **a. PRIME CONTRACT NUMBER** *(See instructions.)*

☐ **b. SUBCONTRACT NUMBER**
N/A

☒ **c. SOLICITATION OR OTHER NUMBER** **DUE DATE** *(YYYYMMDD)*
W51H7226QA009

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

☒ **a. ORIGINAL** *(Complete date in all cases.)* **DATE** *(YYYYMMDD)* 20260610

☐ **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 W51H7225PA002 *(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)*
TBD		

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)*
N/A		

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)*
U.S. Army Central Command and Third Army Patton Hall, BLDG, 1947 1 Gabreski Dr. Shaw AFB, SC 29152-5041		USARCENT ATTN: ACIN-IS 1 Gabreski Drive Shaw AFB, SC 29152

9. GENERAL UNCLASSIFIED DESCRIPTION OF THIS PROCUREMENT
This is a non-personal services contract under which the Contractor shall provide Defense Travel System (DTS) Administrator support to Headquarters, U.S. Army Central (USARCENT). The USARCENT G8 is the lead proponent for the implementation and oversight of DTS throughout the command. To maintain operational readiness, the G8 requires dedicated, full-time support to manage system updates, technical troubleshooting, personnel training, and data entry assistance.

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**
- ☐ **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)**
  - ☐ **(2) Non-SCI**
- ☐ **f. SPECIAL ACCESS PROGRAM (SAP) INFORMATION**
- ☐ **g. NORTH ATLANTIC TREATY ORGANIZATION (NATO) INFORMATION**
- ☐ **h. FOREIGN GOVERNMENT INFORMATION**
- ☐ **i. ALTERNATIVE COMPENSATORY CONTROL MEASURES (ACCM) INFORMATION**
- ☒ **j. CONTROLLED UNCLASSIFIED INFORMATION (CUI)** *(See instructions.)*
- ☒ **k. OTHER** *(Specify)* *(See instructions.)*

NIPR Computer and DSN

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.)*

- ☒ **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**
- ☐ **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**
- ☐ **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 DoDI 5200.48, 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** ☒ **THROUGH** *(Specify below)*

Public disclosure or confirmation of any subject related to support contract is not authorized without written approval of COR.

Public Release Authority:

No public release of information

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.)

(a) Contractor employees performing services will be required to comply with all USARCENT and installation rules and regulations applicable to conduct safety, security and procedures governing site entry and exit. Contractor personnel will be required to safeguard data files and output products in accordance with appropriate security measures for classifications for data being handled with USARCENT and or SHAW AFB, SC and other assigned duty locations (see DoD Regulation 5200.J).

(b) Privacy Act. Work may require that personnel have access to Privacy Act Information. Personnel shall adhere to Privacy Act, Title 5 of the U.S. Code Section 552a and applicable DoD rules and regulations.

(c) Request for visit authorizations when security access is required shall be submitted in accordance with 32 Code of Federal Regulations (CFR) Part 117, National Industrial Security Program Operating Manual (NISPOM) not later than one week prior to visit. Request shall be sent via the Defense Information System for Security (DISS) to Non-SCI SMO Code: WATGAA6, Army Central Security Office

(d) Personnel will be required to have SECRET eligibility and access for work at the headquarters. Actual knowledge of classified information is not required, but reasonable physical security measures cannot be employed to prevent aural or visual access to classified information.

(e) Badges. The government will provide identification badges for contract employees, as required. All contractor personnel shall wear these badges while on duty on the government site.

(f) While performing work at Government facilities, the contractors shall adhere to the OPSEC requirements IAW the OPSEC Plan/SOP: DoD 5205.02 November 3, 2008 Incorporating Change 2, Effective October 29, SUBJECT: DoD Operations Security (OPSEC) Program Manual and AR25-1. The OPSEC plan will be provided to the contractor after contract has been award.

10j. Access to Controlled Unclassified Information (CUI) may be required in the performance of this contract. Information designated as CUI, e.g., For Official Use Only (FOUO), generated or provided under this contract shall be controlled, handled, stored, marked, safeguarded, transmitted, and destroyed IAW DoDI 5200.48. The contractor shall report the unauthorized disclosure of CUI to the PM, the contractor and government Security Office, the KO, and the COR.

48 CFR 52.204-2: As prescribed in 4.404(a), insert the following clause: Security Requirements (MAR 2021)(a) This clause applies to the extent that this contract involves access to information classified Confidential, Secret, or Top Secret.(b) The Contractor shall comply with (1) the Security Agreement (DD Form 441), including the National Industrial Security Program Operating Manual (32 CFR part 117), and (2) any revisions to that manual, notice of which has been furnished to the Contractor.(c) If, subsequent to the date of this contract, the security classification or security requirements under this contract are changed by the Government and if the changes cause an increase or decrease in the cost of performance or the time required for performance of this contract, an equitable adjustment shall be made in the contract price, delivery schedule, or both, and the contract shall be modified in writing accordingly. Any dispute or claim arising under this clause shall be handled in accordance with the Disputes clause of this contract.

List of Attachments (All Files Must be attached Prior to Signing, i.e., for any digital signature on the form) | Show Attachment Bar

NAME & TITLE OF REVIEWING OFFICIAL	SIGNATURE
Joanna Oliveras, Industrial Security Specialist	OLIVERAS.JOANNA.1406666987 Digitally signed by OLIVERAS.JOANNA.1406666987 Date: 2026.06.10 10:28:02 -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.)*

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.)*

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

a. GCA NAME	c. ADDRESS *(Include ZIP Code)*	d. POC NAME
MICC	2175 Rock Merritt Avenue Stop A ATTN: CCMI-CBR Fort Bragg, NC 28310-5000 United States	Johnnie T. Mack
b. ACTIVITY ADDRESS CODE (AAC) OF THE CONTRACTING OFFICE *(See Instructions)*		**e. POC TELEPHONE** *(Include Area Code)*
W51H72		+1 (910) 908-4894
		f. EMAIL ADDRESS *(See Instructions)*
		johnnie.t.mack.mil@army.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)*	d. AAC OF THE CONTRACTING OFFICE *(See Instructions)*	h. SIGNATURE
Catherine Z. Papouloglou	W51H72	PAPOULOGLOU.CATHERINE.ZOE.1255623580 Digitally signed by PAPOULOGLOU.CATHERINE.ZOE.1255623580 Date: 2026.06.10 10:48:28 -04'00'
b. TITLE	**e. CAGE CODE OF THE PRIME CONTRACTOR** *(See Instructions.)*	
Contracting Officer Representative		
c. ADDRESS *(Include ZIP Code)*	**f. TELEPHONE** *(Include Area Code)*	**i. DATE SIGNED** *(See Instructions)*
U.S. Army Central and Third Army (USARCENT) Patton Hall, BLDG 1947 1 Gabreski Drive Shaw AFB, SC 29152-5041	+1 (803) 885-7442	20260610
	g. EMAIL ADDRESS *(See Instructions)*	
	catherine.z.papouloglou.civ@army.mil	

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.)*