DRUG ENFORCEMENT ADMINISTRATION
Authorization to Conduct Agency-Specific Record Checks
Privacy Act Protected Information

I hereby authorize an investigator, special agent, or other duly accredited representative of the Drug EnforcementAdministration to query my Name (including Other Names Used), Social Security Number, Date of Birth, Driver's License, and State it was issued, in its Narcotics and Dangerous Drugs Information System (NADDIS), the National Crime Information Center (NCIC), and the National Law Enforcement Telecommunications System (NLETS) indices for the purpose of unique agency-specific requirements.

Part A. (Access Requestor)

Request Date _____

Date of Visit _____ **Time of Visit** _____

Company _____ **Facility Access Renewal**

Phone Number _____

Name of Visitor (Full Legal Name) _____

DOB _____

Driver License # _____ **State** _____

Citizenship _____

SSN _____

Race _____ **Sex** _____

Purpose of Visit _____

Signature _____ **Date** _____

Part B. (Facility Employee)

The following personnel will be escorting the visitor: _____

_____

_____

For questions, please contact _____ **at extension** _____

This information is required and is to be presented to the Aviation Division Security Officer or Alternate at least 24 hours in advance of the visit for processing through DEA Security. This access is good for 6 months from the approval date.

_____ _____

Requesting Employee **Date**

_____ _____

DEA Security Officer **Date**

☐ **Approved** ☐ **Denied**

PRIVACY ACT STATEMENT

GENERAL: Pursuant to Public Law 93-479 (Privacy Act of 1974), the information is provided for employment purposes. Collection of the social security number is authorized by Executive Order 9397 to help identify individuals because other people may have the same name. AUTHORITY: E.O. 9397; E.O. 10450; E.O. 12356; 5 U.S.C. 1303-1305; 42 U.S.C. 2165 and 2455; 22 U.S.C. 2585 and 2519; and 5 U.S.C. 3301. EFFECT: Failure to provide the necessary information could preclude your suitability for a security clearance or access to sensitive information.