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)*
Top 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**

☒ **c. SOLICITATION OR OTHER NUMBER** **DUE DATE** *(YYYYMMDD)*
FA561326Q0006 20260816

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

☒ **a. ORIGINAL** *(Complete date in all cases.)* **DATE** *(YYYYMMDD)* 20260612

☐ **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)*
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)*

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)*
435 AGOW Bldg 413 Ramstein Flugplatz, DE 66877		86 AW/IPD Unit 3300 APO AE 09094 86aw.informationprotectionoffice@us.af.mil DSN: 314-480-9082

9. GENERAL UNCLASSIFIED DESCRIPTION OF THIS PROCUREMENT
The Contractor (Operational Psychologist) requires access to all information AGOW members have which is often up to Top Secret. The Contractor will also help in analyzing and giving recommendation to leaders concerning Top Secret missions.

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 LAN

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)*

86 AW/PA, Unit 3300, Box 330, APO AE 09094; DSN: 480-9199 or commercial: (011) 49-6371-47-9199; 86AW.PA@us.af.mil

Public Release Authority:

Release by contractor is not authorized. The releasing agency is: HQ USAFE/PA, Unit 3060 Box 120, APO AE 09094

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.)

10b. Access to RESTRICTED DATA requires a final U.S. Government Top Secret clearance at the appropriate level.
10j. For Controlled Unclassified Information. Protection and Handling procedures shall be follow IAW DoD Instruction 5200.48; Department of the Air Force Instruction 16-1403, Controlled Unclassified Information (CUI); DoD Manual (DoDM) 5400.07/Air Force Manual 33-302; DoD Freedom of Information Act (FOIA) program; AFI 16-1404, Air Force Information Security Program. See attached addendum 10j for further guidance
10k. Access to NIPRnet and LAN will be required in locations specified in 8a and 8b
11a. Access to classified locations specified in 8a and 8b will NOT/NOT include generation of classified information.
11j: OPSEC requirements apply. See OPSEC attachment for requirements.
The Contractor must provide security investigations IAW DAFI 31-101 para 7.2. "Authorizing Unescorted Entry for Restricted Areas. Unescorted entry should never be granted solely on the basis of convenience. Use AF Form 2586, Unescorted Entry Authorization Certificate, to document, coordinate and approve unescorted entry authority. Instructions for completing the AF Form 2586 are located on the newest version of the form. (T-2). Note: The IDP will list the units responsible for initiating the AF Form 2586 and the designated

approving officials for each area by naming their positions in the IDP. (T-3)." and para 7.2.1. "Investigative Requirements. Appropriate background investigation requirements must be met before a person can be granted unescorted entry into restricted areas. (T-1). A Tier-1 investigation (formally NACI) is the minimum investigation required for unescorted entry. Pending completion of the open investigation, unescorted entry into restricted areas may be granted after a favorable review and submission of the individual's personnel security background investigation (SF85, SF85P or SF86), and favorable FBI fingerprint check. If unescorted entry is granted to individuals without an interim or adjudicated security clearance, commanders/approving officials for those respective areas will ensure processes are in place to prevent access to classified information. Areas that do not require a clearance for unescorted entry will be annotated in the IDP. (T-3)." In addition the Contractor must c/w DoD Information Security Program in DoDM 5200.01-V3 and meet training requirements outlined in Enclosure 5. Furthermore the Contractor must uphold Operational Security Requirement as defined in AFI 10-701 and complete training IAW 4.2.3. "DoD Contractors with OPSEC requirements within a contract must ensure employees receive OPSEC training as specified in the contract. Accomplishment of training must not exceed 90 days from initial assignment to a contract with OPSEC requirements. Access to mission critical information will not be allowed until OPSEC education has been completed and documented. (T-0)."

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
Pedro M. Malachi, Capt, USAF Dir, Strategy and Plans 435 AGOW/A5	MALACHI.PEDRO.MORALES.1118318583 Digitally signed by MALACHI.PEDRO.MORALES.1118318583 Date: 2026.06.12 13:32:22 +02'00'
NAME & TITLE OF REVIEWING OFFICIAL	**SIGNATURE**
ERIKA HUERTA, DAFC 86 AW Industrial Security Program Manager	HUERTA.ERIKA.L.1159816687 Digitally signed by HUERTA.ERIKA.L.1159816687 Date: 2026.06.12 13:15:36 +02'00'

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.)*

The Contractor (Operational Psychologist) requires access to all information AGOW members have which is often up to Top Secret. The Contractor will also help in analyzing and giving recommendation to leaders concerning Top Secret missions.

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.)*

Inspection of security clearances and training will be conducted by the COR in-conjunction with the AGOW Security Manager (SM). All Restricted Area Badges (RABs) will be presented to the AGOW SM for a 100% accountability inspection upon demand.

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

a. GCA NAME 700th Contracting Squadron	**c. ADDRESS** *(Include ZIP Code)* Bldg 2767 Kapaun Air Station Germany or 700 CONS/PKB Unit 3076 APO AE 09021	**d. POC NAME** TSgt Carleen R. Clinger
b. ACTIVITY ADDRESS CODE (AAC) OF THE CONTRACTING OFFICE *(See Instructions)* FA5613		**e. POC TELEPHONE** *(Include Area Code)* +1 (314) 489-6124 **f. EMAIL ADDRESS** *(See Instructions)* carleen.clinger@us.af.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)*
CLINGER, CARLEEN, R

b. TITLE	**d. AAC OF THE CONTRACTING OFFICE** *(See Instructions)*	**h. SIGNATURE**
Contracting Officer	FA5613	CLINGER.CARLEEN.REBECCA.1533594863 Digitally signed by CLINGER.CARLEEN.REBECCA.1533594863 Date: 2026.07.24 16:41:48 +02'00'
c. ADDRESS *(Include ZIP Code)* Bldg 2767, Kapaun Air Station, Germany	**e. CAGE CODE OF THE PRIME CONTRACTOR** *(See Instructions.)* TBD	
	f. TELEPHONE *(Include Area Code)* +1 (314) 489-6124	**i. DATE SIGNED** *(See Instructions)* 20260724
	g. EMAIL ADDRESS *(See Instructions)* carleen.clinger@us.af.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.)*