

ATTACHMENT J-11: DD FORM 254: CONTRACT SECURITY CLASSIFICATION SPECIFICATION

(Contractor to Provide)

J-11 DD Form 254

<p><b>DEPARTMENT OF DEFENSE CONTRACT SECURITY CLASSIFICATION SPECIFICATION</b></p> <p><i>(The requirements of the DoD Industrial Security Manual apply to all aspects of this effort)</i></p>				<p><b>1. CLEARANCE AND SAFEGUARDING</b></p> <p>a. FACILITY CLEARANCE REQUIRED <input checked="" type="checkbox"/></p> <p>b. LEVEL OF SAFEGUARDING REQUIRED <input checked="" type="checkbox"/></p>	
<p><b>2. THIS SPECIFICATION IS FOR: (X and complete as applicable)</b></p> <p>a. PRIME CONTRACT NUMBER</p>			<p><b>3. THIS SPECIFICATION IS: (X and complete as applicable)</b></p> <p>a. ORIGINAL (Complete date in all cases) Date (YYMMDD)</p>		
<p>b. SUBCONTRACT NUMBER</p>			<p>b. REVISED (Supersedes all previous specs) Revision No. Date (YYMMDD)</p>		
<p>c. SOLICITATION OR OTHER NUMBER</p>		<p>Due Date (YYMMDD)</p>	<p>c. FINAL (Complete Item 5 in all cases) Date (YYMMDD)</p>		
<p><b>4. IS THIS A FOLLOW-ON CONTRACT?</b> <input type="checkbox"/> YES <input type="checkbox"/> NO. If Yes complete the following Classified material received or generated under (Preceding Contract Number) is transferred to this follow-on contract</p>					
<p><b>5. IS THIS A FINAL DD FORM 254?</b> <input type="checkbox"/> YES <input type="checkbox"/> NO. If Yes complete the following In response to the contractor's request dated <u>N/A</u>, retention of the identified classified material is authorized for the period of <u>N/A</u>.</p>					
<p><b>6. CONTRACTOR (Include Commercial and Government Entity (CAGE) Code)</b></p> <p>a. NAME, ADDRESS, AND ZIP CODE</p>					
		<p>b. CAGE CODE</p>	<p>c. COGNIZANT SECURITY OFFICE (Name, Address, and Zip Code) DSS-Defense Security Service</p>		
<p><b>7. SUBCONTRACTOR</b></p> <p>a. NAME, ADDRESS, AND ZIP CODE</p>					
		<p>b. CAGE CODE</p>	<p>c. COGNIZANT SECURITY OFFICES ( Name, Address, and Zip Code)</p>		
<p><b>8. ACTUAL PERFORMANCE</b></p> <p>a. LOCATION</p>					
<p>NASA/Johnson Space Center 2101 NASA Parkway Houston, TX 77058-3696</p>		<p>b. CAGE CODE N/A</p>	<p>c. COGNIZANT SECURITY OFFICE (Name, Address, and Zip Code) N/A</p>		
<p><b>9. GENERAL IDENTIFICATION OF THIS PROCUREMENT</b></p>					
<p><b>10. THIS CONTRACT WILL REQUIRE ACCESS TO:</b></p>					
<p>a. COMMUNICATIONS SECURITY (COMSEC) INFORMATION</p>		<p>YES</p>	<p>NO</p>	<p><b>11. IN PERFORMING THIS CONTRACT, THE CONTRACTOR WILL:</b></p>	
<p>b. RESTRICTED DATA</p>			<p>X</p>	<p>a. HAVE ACCESS TO CLASSIFIED INFORMATION ONLY AT ANOTHER CONTRACTOR'S FACILITY OR A GOVERNMENT ACTIVITY</p>	
<p>c. CRITICAL NUCLEAR WEAPON DESIGN INFORMATION</p>			<p>X</p>	<p>b. RECEIVE CLASSIFIED DOCUMENTS ONLY</p>	
<p>d. FORMERLY RESTRICTED DATA:</p>			<p>X</p>	<p>c. RECEIVE AND GENERATE CLASSIFIED MATERIAL</p>	
<p>e. INTELLIGENCE INFORMATION:</p>				<p>d. FABRICATE, MODIFY, OR STORE CLASSIFIED HARDWARE</p>	
<p>(1) Sensitive Compartmented Information (SCI)</p>			<p>X</p>	<p>e. PERFORM SERVICES ONLY</p>	
<p>(2) Non-SCI</p>			<p>X</p>	<p>f. HAVE ACCESS TO U.S. CLASSIFIED INFORMATION OUTSIDE THE U.S., PUERTO RICO, U.S. POSSESSIONS AND TRUST TERRITORIES</p>	
<p>f. SPECIAL ACCESS INFORMATION</p>			<p>X</p>	<p>g. BE AUTHORIZED TO USE THE SERVICES OF DEFENSE TECHNICAL INFORMATION CENTER (DTIC) OR OTHER SECONDARY DISTRIBUTION CENTER</p>	
<p>g. NATO INFORMATION</p>			<p>X</p>	<p>h. REQUIRE A COMSEC ACCOUNT</p>	
<p>h. FOREIGN GOVERNMENT INFORMATION</p>			<p>X</p>	<p>i. HAVE A TEMPEST REQUIREMENT</p>	
<p>i. LIMITED DISSEMINATION INFORMATION</p>			<p>X</p>	<p>j. HAVE OPERATIONS SECURITY (OPSEC) REQUIREMENTS</p>	
<p>j. FOR OFFICIAL USE ONLY INFORMATION</p>			<p>X</p>	<p>k. BE AUTHORIZED TO USE THE DEFENSE COURIER SERVICE</p>	
<p>k. OTHER Specify)</p>			<p>X</p>	<p>l. OTHER (Specify). SEE BLOCK 13 REMARKS</p>	

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12. PUBLIC RELEASE. Any information (classified or unclassified) pertaining to this contract shall not be released for public dissemination except as provided by the industrial Security Manual or unless it has been approved for public release by appropriate U.S. Government authority. Proposed public release shall be submitted for approval prior to release

Direct

Through (Specify):

NASA/Johnson Space Center AP/Public Affairs Office Houston, TX 77058-3696

To the Office of Public Affairs, National Aeronautics and Space Administration, Washington, DC 20546, for review.

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.

13. 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.

Performance of this contract will not involve the receipt, generation, and storage of classified information at the contractor's facility; therefore, classified material cannot be sent to the contractor under this contract. Access to classified information/areas will occur at the user agency NASA/JSC as being the primary location and other locations where the requirement is covered by the obligations specified in Section C of the basic contract document. Only U.S. citizens granted a final personnel security clearances are eligible for access to classified material. The contractor must meet and comply with the facility clearance requirements for TOP SECRET/SECRET level clearances. In addition, must meet and maintain the industrial security requirements for access to classified information at the TOP SECRET/SECRET level. This being in accordance with the National Industrial Security Program Operating Manual, DOD 5220.22-M, dated February 28, 2006 and other NASA/JSC security procedures and guidelines.

The period of performance is from April 1, 2013 through September 30, 2015. (When contract has been awarded)

Questions or request concerning clarification or interpretation regarding security requirements shall be directed to the NASA/JSC Industrial Security Specialist at 281-483-6700.

"THIS DD FORM 254 IS ISSUED FOR PRE-AWARD PURPOSES ONLY."

14. ADDITIONAL SECURITY REQUIREMENTS. Requirements, in addition to ISM requirements, are established for this contract. (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. Use Item 13 if additional space is needed.)

Yes

No

(a) National Industrial Security Program Operating Manual, DOD 5220.22-M, dated February 28, 2006; (b) JSC Security Handbooks, Manuals, Regulations, Instructions, and Directives (current editions as of the date of Contract Award), as well as any other applicable policies and procedures set forth within the Contract and as identified by NASA.

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

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

Wayne Sings

b. TITLE

Security Specialist

c. TELEPHONE (Include Area Code)

281-483-6700

d. ADDRESS (Include ZIP Code)

2101 NASA Parkway  
Houston, Texas 77058

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. ADMINISTRATIVE CONTRACTING OFFICER

f. OTHERS AS NECESSARY