



ATTACHMENT J-14
DD FORM 254 TEMPLATE

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DEPARTMENT OF DEFENSE CONTRACT SECURITY CLASSIFICATION SPECIFICATION <i>The requirements of the DoD Industrial Security Manual apply to all security aspects of this effort)</i>				1. CLEARANCE AND SAFEGUARDING a. FACILITY CLEARANCE REQUIRED: SECRET b. LEVEL OF SAFEGUARDING REQUIRED: SECRET			
2. THIS SPECIFICATION IS FOR: (X and complete as applicable)				3. THIS SPECIFICATION IS: (X and complete as applicable)			
X	a. PRIME CONTRACT NUMBER GS-			X	a. ORIGINAL (Complete date in all cases)		Date (YYYYMMDD)
	b. SUBCONTRACT NUMBER				b. REVISED (Supersedes all previous specs)	Revision No.	Date (YYYYMMDD)
	c. SOLICITATION OR OTHER NUMBER		DUE DATE (YYYYMMDD)		c. FINAL (Complete item 5 in all cases)		Date (YYYYMMDD)
4. IS THIS A FOLLOW-ON CONTRACT? <input type="checkbox"/> YES <input checked="" type="checkbox"/> 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 <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO, 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 (Name, Address, and Zip Code)	
7. SUBCONTRACTOR							
a. NAME, ADDRESS, AND ZIP CODE				b. CAGE CODE		c. COGNIZANT SECURITY OFFICE (Name, Address, and Zip Code)	
8. ACTUAL PERFORMANCE							
a. NAME, ADDRESS, AND ZIP CODE				b. CAGE CODE		c. COGNIZANT SECURITY OFFICE (Name, Address, and Zip Code)	
9. GENERAL IDENTIFICATION OF THIS PROCUREMENT: This contract is to provide global satellite transmission services as specified in the statement of work associated with the respective task order.							
10. CONTRACT WILL REQUIRE ACCESS TO				11. IN PERFORMING THIS CONTRACT, THE CONTRACTOR WILL:			
	YES	NO			YES	NO	
a. COMMUNICATIONS SECURITY (COMSEC) INFORMATION	X			a. HAVE ACCESS TO CLASSIFIED INFORMATION ONLY AT ANOTHER CONTRACTORS FACILITY OR GOVERNMENT ACTIVITY			X
b. RESTRICTED DATA		X		b. RECEIVE CLASSIFIED DOCUMENTS ONLY			X
c. CRITICAL NUCLEAR WEAPON DESIGN INFORMATION		X		c. RECEIVE AND GENERATE CLASSIFIED MATERIAL	X		
d. FORMERLY RESTRICTED DATA		X		d. FABRICATE, MODIFY, OR STORE CLASSIFIED HARDWARE	X		
e. INTELLIGENCE INFORMATION				e. PERFORM SERVICES ONLY			X
(1) Sensitive Compartmented Information (SCI)		X		f. HAVE ACCESS TO US CLASSIFIED INFORMATION OUTSIDE THE U.S., PUERTO RICO, U.S. POSSESSIONS AND TRUST TERRITORIES	X		
(2) Non-SCI	X			g. BE AUTHORIZED TO USE THE SERVICES OF DEFENSE TECHNICAL INFORMATION CENTER (DTIC) OR OTHER SECONDARY DISTRIBUTION CENTER	X		
f. SPECIAL ACCESS INFORMATION		X		h. REQUIRE A COMSEC ACCOUNT	X		
g. NATO INFORMATION		X		i. HAVE TEMPEST REQUIREMENTS	X		
h. FOREIGN GOVERNMENT INFORMATION		X		j. HAVE OPERATIONS SECURITY (OPSEC) REQUIREMENTS	X		
i. LIMITED DISSEMINATION INFORMATION		X		k. BE AUTHORIZED TO USE THE DEFENSE COURIER SERVICE	X		
j. FOR OFFICIAL USE ONLY INFORMATION	X			l. OTHER (specify) SEE ITEM #13			
k. OTHER (Specify) (1) Personnel Minimum Security Clearance	X			(1) Visit Access Requests (2) Have Information Assurance Requirements (3) Ensure subcontractors comply with all DD-254 requirements	X		

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 releases shall be submitted for approval prior to release.

☐ DIRECT ☒ THROUGH (Specify)

DISA Public Affairs/CIO Offices, GSA Public Affairs, USSOCOM Public Affairs Officer for SCAMPI Information, Future COMSATCOM Services Acquisition Contracting Officers, DITCO Ordering Authority (for DoD task orders).

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 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.)

10a. The requirements and procedures for the protection of COMSEC information are set forth in the National Industrial Security Program Operating Manual (NISPOM) [current edition: DoD 5220.22-M dated February 28, 2006]. The COMSEC requirements of the NISPOM are imposed on the contractor for safeguarding the COMSEC information. Contractor is authorized to receive Government furnished cryptographic equipment. Access to any classified COMSEC information requires special briefings at the contractor's facilities. Access to classified COMSEC information requires a final U.S. Government clearance at the appropriate level. Non-accountable COMSEC information, though not tracked in the COMSEC material control system, may still require a level or control within a document control system; refer to NSA/CSS Manual 3-16, Control of Communications Security Material, page E-4 for guidance. Methods of destruction of classified COMSEC material shall comply with the NISPOM (Ref: Section 5-705 of DoD 5220.2-M). Further disclosure of COMSEC information by a contractor, to include subcontracting, requires prior approval of the government contracting activity. DoD 5220.22-M provided under separate cover.

10e(2). The contractor will abide by DCID 6/6 (formerly 1/7), Security Controls on the Dissemination of Intelligence Information, 11 July 2001. This document must be ordered upon receipt of COMSEC account.

10j. For Official Use Only information provided under this contract shall be safeguarded as specified in the NISPOM and the Defense Information System Network (DISN) Security Classification Guide [current edition: DISA Circular 300-110-3 dated August 14, 2008]. Contractor will be provided with and will abide by DoD Regulation 5400.7, DoD Freedom of Information Act Program, and DoDM 5200.1, Volume 4, Information Security Program: Controlled Unclassified Information (CUI). DISA Circular 300-110-3 and DoD Regulations 5400.7 and DoDM 5200.1, Volume 4 provided under separate cover.

14. ADDITIONAL SECURITY REQUIREMENTS. Requirements, in addition to ISM requirements, are established for this contract ☒ YES ☐ NO
(If Yes, identify the pertinent contractual clauses in the contract document itself, or provide an appropriate statement which identifies additional requirements. Provide a copy of the requirements to the cognizant security office. Use Item 13 if additional space is required.)

TEMPEST requirements apply; guidance provided in block 13 as reference item 11i. OPSEC requirements apply; guidance provided in block 13 as reference item 11j. Information Assurance requirements apply; guidance provided in block 13 as reference item 11l(2). Subcontractor compliance requirements apply; guidance provided in block 13 as reference item 11l(3).

15. INSPECTIONS. Elements of this contract are outside the inspection responsibility of the COGNIZANT SECURITY OFFICE. ☐ YES ☒ NO
(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.)

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

Donald V. Carlson

b. TITLE

Systems and Security Program Manager

c. TELEPHONE (Include Area Code)

(703) 306-6261

d. ADDRESS (Include Zip Code)

GSA/FAS/ITS, Service Development Division,
(QTCAB)
1800 & F Sts NW, Room 4039C
Washington DC 20405

e. SIGNATURE

X

Donald V. Carlson
Systems and Security Program Manager

17. REQUIRED DISTRIBUTION

X

a. CONTRACTOR

X

b. SUBCONTRACTOR

X

c. COGNIZANT SECURITY OFFICE FOR PRIME AND SUBCONTRACTOR

X

d. U.S. ACTIVITY RESPONSIBLE FOR OVERSEAS SECURITY ADMINISTRATION

X

e. ADMINISTRATIVE CONTRACTING OFFICER

f. OTHERS AS NECESSARY
DISA Industrial Security (MPS6)