ATTACHMENT V

DD FORM 254

MAY 19, 2010

DEPARTMENT OF DEFENSE
CONTRACT SECURITY CLASSIFICATION SPECIFICATION
DRAFT FOR SOLICITATION PURPOSE ONLY
(The requirements of the DoD Industrial Security Manual apply to all security aspects of this effort))

1. CLEARANCE AND SAFEGUARDING

a. FACILITY CLEARANCE REQUIRED: SECRET

b. LEVEL OF SAFEGUARDING REQUIRED: None

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

	a. PRIME CONTRACT NUMBER	
	b. SUBCONTRACT NUMBER	
X	c. SOLICITATION OR OTHER NUMBER: NNG10000489R	DUE DATE *(YYMMDD)*

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

	a. ORIGINAL *(Complete date in all cases)*		Date *(YYMMDD)*
	b. REVISED *(Supersedes all previous specs)*	Revision No.	Date *(YYMMDD)*
	c. FINAL *(Complete Item 5 in all cases)*		Date *(YYMMDD)*

4. IS THIS A FOLLOW-ON CONTRACT? ☒ YES ☐ NO, If yes, complete the following
Classified material received or generated under NNG05AZ12C *(Preceding Contract Number)* is transferred to this follow-on contract

5. IS THIS A FINAL DD FORM 254? ☐ YES ☐ NO, If yes, complete the following:
In response to the contractors request dated _____, retention of the identified classified material is authorized for a period of: _____

6. CONTRACTOR *(Include Commercial and Government Entity (CAGE) Code)*

a. NAME, ADDRESS, AND ZIP	b. CAGE CODE	c. COGNIZANT SECURITY OFFICE *(Name, Address, and Zip Code)*
TBD		Defense Security Service

7. SUBCONTRACTOR

a. NAME, ADDRESS, AND ZIP	b. CAGE CODE	c. COGNIZANT SECURITY OFFICE *(Name, Address, and Zip Code)*

8. ACTUAL PERFORMANCE

a. LOCATION	b. CAGE CODE	c. COGNIZANT SECURITY OFFICE *(Name, Address, and Zip Code)*
NASA/Goddard Space Flight Center Greenbelt, MD 20771		

9. GENERAL IDENTIFICATION OF THIS PROCUREMENT
Facilities Operations and Maintenance Services (FOMS)

10. THIS CONTRACT WILL REQUIRE ACCESS TO:	YES	NO	11. IN PERFORMING THIS CONTRACT, THE CONTRACTOR WILL:	YES	NO
a. COMMUNICATIONS SECURITY (COMSEC) INFORMATION		X	a. HAVE ACCESS TO CLASSIFIED INFORMATION ONLY AT ANOTHER CONTRACTOR'S 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 THE 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)*		X
k. OTHER *(Specify)*		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)*

NASA Goddard Space Flight Center, Office of Public Affairs, Code 130, Greenbelt, MD 20771

cc: To the Public Affairs Division, NASA Headquarters, Washington, DC 20546 for review.

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.)*

In performance of this contract, some personnel may require access to classified information up to the SECRET level. The Contractor must have sufficient number of cleared employees assigned duties under this contract to be able to complete all classified work assignment sup to and including SECRET.

1. DoD 5220.22-M, National Industrial Security Program Operating Manual, February 28, 2006
2. NPR 1600.1, NASA Security Program Procedural Requirements w/Change 2, April 1, 2009
3. NPD 1600.2E, NASA Security Policy, April 28, 2004 (Revalidated 4/1/2009)
4. NPR 2810.1A, Security of Information Technology, May 16, 2006
5. NPD 2810.1D, NASA Information Security Policy, May 9, 2009
6. GPR 1600.1, Goddard Security Requirements, April 3, 2008
7. NPD 1660.1B, NASA Counterintelligence (CI) Policy November 18, 2008
8. NPR 1660.1, Counterintelligence (CI)/Counterterrorism (CT) Procedural Requirements December 21, 2004
9. OMB Circular A-130, Management of Federal Information Resources
10. Federal Information Security Management Act of 2002
11. NASA Space Network Security Classification Guide, January 1, 2010

Any employee, who observes or becomes aware of the deliberate or suspected compromise of classified national security information shall promptly report such information personally to the GSFC Counterintelligence (CI) Office. If unclassified but sensitive information appears compromised by or on behalf of foreign or domestic powers, organizations or persons, employees shall report such information to the GSFC CI Office. If an employee becomes aware of information pertaining to international or domestic terrorist activities, employees shall also report to the GSFC CI Office. If the information indicates a computer compromise or other cyber intrusion, the Office of Inspector General shall be promptly notified.

14. ADDITIONAL SECURITY. Requirements, in addition to NISPOM 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 additional requirements. Provide a copy of the requirements to the cognizant security office. Use Item 13 if additional space is required.)* ☐ YES ☒ NO

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 more 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	b. TITLE	c. TELEPHONE *(Include Area Code)*
Pamela A. Starling	Industrial Security Specialist	(301) 286-6865

d. ADDRESS *(Include Zip Code)*
NASA/Goddard Space Flight Center
Code 240
Greenbelt, MD 20771

e. SIGNATURE Pamela A. Starling

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 NASA HQ, PAO/Code 130