

**DEPARTMENT OF DEFENSE  
CONTRACT SECURITY CLASSIFICATION SPECIFICATION**  
*(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	
c. SOLICITATION OR OTHER NUMBER	DUE DATE (YYYYMMDD)
<input checked="" type="checkbox"/> HQ0013-06-R-0003	20060210

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

<input checked="" type="checkbox"/> a. ORIGINAL <i>(Complete date in all cases)</i>	DATE (YYYYMMDD)
	20060130
b. REVISED <i>(Supersedes all previous specs)</i>	REVISION NO.
<input checked="" type="checkbox"/> c. FINAL <i>(Complete Item 5 in all cases)</i>	DATE (YYYYMMDD)

**4. IS THIS A FOLLOW-ON CONTRACT?**  YES  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?**  YES  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 <i>(Name, Address, and Zip Code)</i>
TBD		Defense Security Service Northern Virginia Office 7010 Little Ring Turnpike, Suite 310 Annandale, VA 22003 (703) 428-0018

**7. SUBCONTRACTOR**

a. NAME, ADDRESS, AND ZIP CODE	b. CAGE CODE	c. COGNIZANT SECURITY OFFICE <i>(Name, Address, and Zip Code)</i>
N/A		

**8. ACTUAL PERFORMANCE**

a. LOCATION	b. CAGE CODE	c. COGNIZANT SECURITY OFFICE <i>(Name, Address, and Zip Code)</i>
See item 13.		

**9. GENERAL IDENTIFICATION OF THIS PROCUREMENT**

The objectives of the Albania Defense Review will be to: Develop a time-phased, resource constrained plan to guide and facilitate the continued transformation from a primarily defensive based military to a Western model military - especially in the areas of national defense strategies, force structures, personnel systems, equipment acquisition, and infrastructure. This will include recommendations for immediate short term goals - the fulfillment of which will position Albania in a better position for a successful NATO

10. CONTRACTOR WILL REQUIRE ACCESS TO:	YES	NO	11. IN PERFORMING THIS CONTRACT, THE CONTRACTOR WILL:	YES	NO
a. COMMUNICATIONS SECURITY (COMSEC) INFORMATION		<input checked="" type="checkbox"/>	a. HAVE ACCESS TO CLASSIFIED INFORMATION ONLY AT ANOTHER CONTRACTOR'S FACILITY OR A GOVERNMENT ACTIVITY	<input checked="" type="checkbox"/>	
b. RESTRICTED DATA		<input checked="" type="checkbox"/>	b. RECEIVE CLASSIFIED DOCUMENTS ONLY		<input checked="" type="checkbox"/>
c. CRITICAL NUCLEAR WEAPON DESIGN INFORMATION		<input checked="" type="checkbox"/>	c. RECEIVE AND GENERATE CLASSIFIED MATERIAL		<input checked="" type="checkbox"/>
d. FORMERLY RESTRICTED DATA		<input checked="" type="checkbox"/>	d. FABRICATE, MODIFY, OR STORE CLASSIFIED HARDWARE		<input checked="" type="checkbox"/>
e. INTELLIGENCE INFORMATION			e. PERFORM SERVICES ONLY	<input checked="" type="checkbox"/>	
(1) Sensitive Compartmented Information (SCI)		<input checked="" type="checkbox"/>	f. HAVE ACCESS TO U.S. CLASSIFIED INFORMATION OUTSIDE THE U.S., PUERTO RICO, U.S. POSSESSIONS AND TRUST TERRITORIES		<input checked="" type="checkbox"/>
(2) Non-SCI		<input checked="" type="checkbox"/>	g. BE AUTHORIZED TO USE THE SERVICES OF DEFENSE TECHNICAL INFORMATION CENTER (DTIC) OR OTHER SECONDARY DISTRIBUTION CENTER		<input checked="" type="checkbox"/>
f. SPECIAL ACCESS INFORMATION		<input checked="" type="checkbox"/>	h. REQUIRE A COMSEC ACCOUNT		<input checked="" type="checkbox"/>
g. NATO INFORMATION	<input checked="" type="checkbox"/>		i. HAVE TEMPEST REQUIREMENTS		<input checked="" type="checkbox"/>
h. FOREIGN GOVERNMENT INFORMATION	<input checked="" type="checkbox"/>		j. HAVE OPERATIONS SECURITY (OPSEC) REQUIREMENTS		<input checked="" type="checkbox"/>
i. LIMITED DISSEMINATION INFORMATION		<input checked="" type="checkbox"/>	k. BE AUTHORIZED TO USE THE DEFENSE COURIER SERVICE		<input checked="" type="checkbox"/>
j. FOR OFFICIAL USE ONLY INFORMATION	<input checked="" type="checkbox"/>		l. OTHER <i>(Specify)</i>	<input checked="" type="checkbox"/>	
k. OTHER <i>(Specify)</i>			Classified ADP processing will be involved. All provisions DoD information Technology Security Certificate accreditation process apply.		

**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*)

Director for Freedom of Information and Security Review  
 Room 2C757, 1155 Defense Pentagon  
 Washington DC 20301-1155

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.*)

10g. NATO information will be provided by OSD/ISP Eurasia and the Albanian Government as necessary to facilitate contractor's deliverance of an assessment of Defense and Military Reforms of the Republic of Albania progress.

10h. Restricted information pertaining to Albania Defense Reform will be provided for review by OSD/ISP Eurasia and DSCA-OPS-EAF as necessary in performance of the contractor's efforts to provide an assessment of Albania's Military and Defense Reform and progress reports. Formerly restricted information will be provided by OSD/ISP Eurasia pertaining to Albania Defense Reform as necessary to assist contractor with evaluating and providing an assessment of Albania's Military Defense Reform progress. Foreign Government information will be provided by OSD/ISP Eurasia and the Albanian Government as necessary to facilitate contractor's efforts in providing an assessment of Albania's Defense and Military Reform policy and procedures.

10j. FOUO information pertaining to the Defense and Military Reforms Albania will be provided for review by OUSD (Policy) or DSCA-OPS-EAF as necessary to facilitate contractor's deliverance of a Review of Defense and Military Reforms of the Republic of Albania report.

11a. Classification information will be provided by OSD/ISP and the Government of Albania and reviewed by OSD/ISP and DSCA to facilitate contractor's assessment of Albania Military and Defense Reform efforts.

11e. Contractor will review classified documents determine what information is appropriate for incorporating into International Program Security Course and to support special projects for OUSD (Policy). The contractor is not authorized to release classified information to any activity or person, including sub-contractors, without the Government Contracting Officer's written approval. Only with the expressed permission of the government's Contracting Officer may the contractor reproduce any classified information/material. All requirements for control and accounting for original documentation and copies apply. Defense Security Cooperation Agency will provide security classification guidance for the performance of this contract.

11i. Classified information will be provided by OSD/ISP Eurasia to contractor for review of Albania Defense reform.

Security Service \_\_\_\_\_ Program Manager *D Kelly 1/30/06*

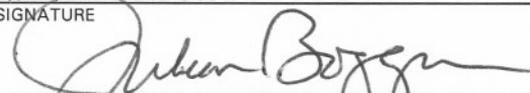
**14. ADDITIONAL SECURITY REQUIREMENTS.** Requirements, in addition to ISM requirements, are established for this contract.  Yes  No  
 (*If Yes, identify the pertinent contractual clauses in the contract document itself, or provide an appropriate statement which identifies the additional requirements.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

**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 Toye Y. Latimore <i>for</i>	b. TITLE Contracting Officer	c. TELEPHONE ( <i>Include Area Code</i> ) (703) 601-3848
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d. ADDRESS (*Include Zip Code*)  
 Defense Security Cooperation Agency  
 201 12th Street South, Suite 203  
 Arlington, VA 22202-5804

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