ATTACHMENT I-13
DD FORM 254
**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: TBD
- b. SUBCONTRACT NUMBER: TBD
- c. SOLICITATION OR OTHER NUMBER: 80NSSC18R0002

**3. THIS SPECIFICATION IS:** (X and complete as applicable)
- a. ORIGINAL (Complete date in all cases): TBD
- b. REVISED (Supersedes all previous space): TBD
- c. FINAL (Complete item 5 in all cases): TBD

**4. IS THIS A FOLLOW-ON CONTRACT?**
- Yes: TBD
- No: TBD

**5. IS THIS A FINAL DD FORM 254?**
- Yes: TBD
- No: TBD

**6. CONTRACTOR** (Include Commercial and Government Entity (CAGE) Code)
- a. NAME, ADDRESS, AND ZIP CODE: TBD
- b. CAGE CODE: TBD
- c. COGNIZANT SECURITY OFFICE (Name, Address, and Zip Code): TBD

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

**8. ACTUAL PERFORMANCE**
- a. LOCATION: Various National Aeronautics and Space Administration (NASA) facilities throughout the United States
- b. CAGE CODE: TBD
- c. COGNIZANT SECURITY OFFICE (Name, Address, and Zip Code): TBD

**9. GENERAL IDENTIFICATION OF THIS PROCUREMENT**
- NASA End-user Services and Technologies (NEST)

**10. CONTRACTOR WILL REQUIRE ACCESS TO:**
- a. COMMUNICATIONS SECURITY (COMSEC) INFORMATION: TBD
- b. RESTRICTED DATA: TBD
- c. CRITICAL NUCLEAR WEAPON DESIGN INFORMATION: TBD
- d. FORMERLY RESTRICTED DATA: TBD
- e. INTELLIGENCE INFORMATION (1) Sensitive Compartmented Information (SCI)
  - a. HAVE ACCESS TO CLASSIFIED INFORMATION ONLY AT ANOTHER CONTRACTOR’S FACILITY OR A GOVERNMENT ACTIVITY: TBD
  - b. RECEIVE CLASSIFIED DOCUMENTS ONLY: TBD
  - c. RECEIVE AND GENERATE CLASSIFIED MATERIAL: TBD
  - d. FABRICATE, MODIFY, OR STORE CLASSIFIED HARDWARE: TBD
  - e. PERFORM SERVICES ONLY: TBD
  - f. HAVE ACCESS TO U.S. CLASSIFIED INFORMATION OUTSIDE THE U.S. PUBLIC REGIONS U.S. POSSESSIONS AND TERRITORIES: TBD
  - g. BE AUTHORIZED TO USE THE SERVICES OF DEFENSE TECHNICAL INFORMATION CENTER (DTIC) OR OTHER SECONDARY DISTRIBUTION CENTER: TBD
- f. SPECIAL ACCESS INFORMATION: TBD
- g. NATO INFORMATION: TBD
- h. FOREIGN GOVERNMENT INFORMATION: TBD
- i. LIMITED DISSEMINATION INFORMATION: TBD
- j. FOR OFFICIAL USE ONLY INFORMATION: TBD
- k. OTHER (Specify): TBD

**11. IN PERFORMING THIS CONTRACT, THE CONTRACTOR WILL:**
- a. RECEIVE CLASSIFIED DOCUMENTS ONLY: TBD
- b. RECEIVE AND GENERATE CLASSIFIED MATERIAL: TBD
- c. FABRICATE, MODIFY, OR STORE CLASSIFIED HARDWARE: TBD
- d. PERFORM SERVICES ONLY: TBD
- e. HAVE ACCESS TO U.S. CLASSIFIED INFORMATION OUTSIDE THE U.S. PUBLIC REGIONS U.S. POSSESSIONS AND TERRITORIES: TBD
- f. BE AUTHORIZED TO USE THE SERVICES OF DEFENSE TECHNICAL INFORMATION CENTER (DTIC) OR OTHER SECONDARY DISTRIBUTION CENTER: TBD
- g. REQUIRE A COMSEC ACCOUNT: TBD
- h. HAVE TEMPEST REQUIREMENTS: TBD
- i. HAVE OPERATIONS SECURITY (OPSEC) REQUIREMENTS: TBD
- j. OTHER (Specify): TBD

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PREVIOUS EDITION IS OBSOLETE.
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] [X] Through (Specify)

Public Affairs Division, NASA Headquarters Washington D.C. 20546

*In the case of non-GoD 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/excerpts referenced herein. Add additional pages as needed to provide complete guidance.)

Generation or production of classified information is not required for performance of this contract. The Contractor is providing
help-desk/technical systems installation, desk-side support, and maintenance for various National Aeronautics and Space
Administration (NASA) facilities.

Personnel security clearances will be issued only to those who have justifiable need.

The highest level of PCL required for contract performance is Secret.

Only on-site/near-site clearances will be required under the contract. Personnel that have access to NASA information or systems
are required to possess and maintain a Secret-level clearance. Personnel that do not require access to NASA information or systems
are not required to hold Secret-level clearance; however, these personnel are required to be U.S. citizens and obtain a favorable
adjudication of a National Agency Check with inquiries (NACI) based on submission of an SF-85.

Contractor personnel will follow guidance provided in the National Industrial Security Program Operating Manual (NISPOM). If
additional requirements are to be imposed on the contractor, it will be the responsibility of the NASA Industrial Security Specialist
to provide clarification and interpretation, and to insure compliance of additional requirements.
The prime Contractor is authorized to issue DD254’s as required, directly to its subcontractors.

14. ADDITIONAL SECURITY REQUIREMENTS. Requirements, in addition to ISM requirements, are established for this contract. [X] 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. [X] 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
TBD

b. TITLE
TBD

c. TELEPHONE (Include Area Code)
TBD

d. ADDRESS (Include Zip Code)
TBD CO at the NSSC or EJUSO Program Manager or COR at MSFC

e. SIGNATURE

17. REQUIRED DISTRIBUTION
[X] a. CONTRACTOR
b. SUBCONTRACTOR
c. Cognizant Security Office for Prime and Subcontractor
d. U.S. Activity Responsible for Overseas Security Administration
[X] e. Administrative Contracting Officer
f. Others as Necessary

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