



**DEPARTMENT OF THE ARMY**  
OFFICE OF THE CHIEF OF STAFF  
200 ARMY PENTAGON  
WASHINGTON DC 20310-0200

DAMI-CD

DEC 24 2014

**MEMORANDUM FOR SEE DISTRIBUTION**

**SUBJECT: Army Implementation of the Department of Defense Personnel Security Program Challenges Memorandum**

**1. References:**

- a. Executive Order 12968, Access to Classified Information, Section 2.1 (b) (4), 4 August 1995.
- b. Army Regulation 380-67, Personnel Security Program, 24 January 2014.
- c. Memorandum, Under Secretary of Defense for Intelligence, 10 November 2014, subject: DoD Personnel Security Program Challenges.

**2. The number of out-of-scope personnel security Periodic Reinvestigations (PRs) is an unacceptable risk to national security and the safety of our workforce. To address this risk, the Army must reduce the backlog of overdue PRs. All Army Commands, Army Service Component Commands, Direct Reporting Units, and Army Agency Heads will:**

a. Certify that each Soldier, civilian, and contractor duty assignment, position description, or contract requires access to classified information according to the standards in Section 2.1 (b) (4) of Executive Order 12968 (Reference 1a). When an individual's duty assignment, position description, or contract does not meet these standards, Commanders will debrief the individual, terminate their access, and record the action in the Joint Personnel Adjudication System. These debriefs will be documented in the Security Validation and Overdue Periodic Reinvestigation Report (Enclosure 1).

b. Remind all individuals with security clearance eligibility of their reporting responsibilities (Enclosure 2) and confirm Command compliance to the Office of the Deputy Chief of Staff, G-2, no later than 23 January 2015.

c. Submit the following quarterly reports to the Office of the Deputy Chief of Staff, G-2 by 20 February 2015, 3 April 2015, 6 July 2015, 5 October 2015, and quarterly thereafter:

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(1) Security Validation and Overdue Periodic Reinvestigation Report (Enclosure 1) which documents the overall number of security validations, debriefings, and categories of overdue PRs; and

(2) Overdue PR Roster (Enclosure 3) which documents each individual who is overdue for a PR.

d. Continue to submit PRs as they become due in accordance with Enclosure 4. Process contractors requiring access to classified information for the appropriate PR in accordance with guidance issued by the Defense Security Service.

3. The Office of the Deputy Chief of Staff, G-2 is the lead for this action. The points of contact are Ms. Teane Smith, (703) 695-2629, teane.r.smith.civ@mail.mil and Ms. Paola Apodaca, (703) 695-2599, paola.x.apodaca.civ@mail.mil.

FOR THE SECRETARY OF THE ARMY:



WILLIAM T. GRISOLI  
Lieutenant General, U.S. Army  
Director of the Army Staff

Encls

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# Security Validation and Overdue Periodic Reinvestigation (PR) Report

Command Name: \_\_\_\_\_

FY \_\_\_\_ Qtr \_\_\_\_

## Enclosure 1: Security Validation and Overdue PR Report

Enclosure 1: Security Validation and Overdue PR Report														
Category or Status	Position or MOS Requires Eligibility of	Access	1) Total Number of Personnel	2) Eligibility No Longer Required for Position (in a Non-sensitive position)	3) Debriefed in JPAS (how many in Item 2 were debriefed in JPAS)	4) Total PRs Overdue (Items 5 & 6)	5) Total Overdue PRs Initiated (Investigation Submitted but Not Yet Adjudicated)	6) Total Overdue PRs Not Yet Initiated (Items 7a, b, & c)	7) Breakdown of Overdue PRs Not Yet Initiated			8) Using Item 5, Enter the # of Investigations That Are 7 Years old or More	Comments	
									7a) Personnel Deployed with Overdue PR	7b) Personnel Retiring/ Separating Within 12 Months	7c) All Other Personnel (still pending initiation)			
<b>Military</b>	TS/SCI	With Access												
		No Access												
	Top Secret	With Access												
		No Access												
	Secret	With Access												
		No Access												
	Confidential	With Access												
		No Access												
<b>Civilian</b>	TS/SCI	With Access												
		No Access												
	Top Secret	With Access												
		No Access												
	Secret	With Access												
		No Access												
	Confidential	With Access												
		No Access												
<b>Contractors</b>	Top Secret	No Access												
	Secret	No Access												
	Confidential	No Access												
<b>Totals</b>														
<b>Quarter</b>	<b>Reporting End Date</b>	<b>Report to ODCS, G-2</b>												
Qtr 1*	31-Dec	3-Jan												
Qtr 2	31-Mar	3-Apr												
Qtr 3	30-Jun	3-Jul												
Qtr 4	30-Sep	3-Oct												
* The initial due date for Qtr 1 will be 20 Feb 2015. The regular schedule will begin with Qtr 2.														

## Periodic Reinvestigation (PR) Submission Timelines

Commands should continue to submit PRs as they become due.

### Submission Timelines

Table 1: PR Requirements		
Position Eligibility Requirement	PR required	Investigation Required
TS or TS/SCI	Every 5 years	SSBI PR or PPR*
Secret	Every 10 years	NACLC
Confidential	Every 15 Years	NACLC

### PRs are not required for:

- Individuals who are retiring or separating within 12 months
- Deployed individuals (will be processed for the requisite PR within 60 days of return from deployment)
- Individuals in non-sensitive positions: logical or physical access (common access card credentialing), civilian suitability, etc.
- Enlisted Soldiers with an MOS not requiring eligibility or assignment that does not require eligibility

**Executive Order 12968, Access to Classified Information, 7 Aug 1995**

**Employee Reporting Responsibilities**

**Sec. 6.2. Employee Responsibilities:**

- a. Employees who are granted eligibility for access to classified information shall:
  - (1) Protect classified information in their custody from unauthorized disclosure;
  - (2) Report all contacts with persons, including foreign nationals, who seek in any way to obtain unauthorized access to classified information;
  - (3) Report all violations of security regulations to the appropriate security officials;  
and
  - (4) Comply with all other security requirements set forth in this order and its implementing regulations.
  
- b. Employees are encouraged and expected to report any information that raises doubts as to whether another employee's continued eligibility for access to classified information is clearly consistent with the national security.

