SECRETARY OF THE ARMY
WASHINGTON

07 AUG 2012

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Army Directive 2012-17 (Personnel Reliability Program—Personnel Security Investigations and Adjudications)

1. Reference Message, Headquarters, Department of the Army G-3/5/7 (DAMO-AOC), 021342Z May 09, Subject: Personnel Reliability Program (PRP) Personnel Security Investigation (PSI) Interim Guidance.

2. This directive provides policy and procedures for personnel security in support of the Army's Personnel Reliability Program. It rescinds the referenced message and supersedes any inconsistent provisions in Army Regulation (AR) 380-67 (Personnel Security Program), AR 50-1 (Biological Surety Program), AR 50-5 (Nuclear Surety Program) or AR 50-6 (Chemical Surety Program). The Offices of the Army Deputy Chief of Staff, G-2 and Deputy Chief of Staff, G-3/5/7 are the proponents for this policy and will incorporate the policy and procedures in this directive into the next revision of these regulations, as applicable.

3. This directive applies to Headquarters, Department of the Army; Army commands; Army service component commands; direct reporting units; Army components, including the Active Army, U.S. Army Reserve and the Army National Guard; and Army activities and applicable contractor operations that maintain a surety Personnel Reliability Program. Roles and responsibilities are outlined in enclosure 1. A complete list of references is at enclosure 2.

4. This policy is effective 120 days from the date of signature.

5. This directive is rescinded upon publication of the revised Army regulations.

John M. McHugh

Enclosures

DISTRIBUTION:
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POLICY AND IMPLEMENTATION PROCEDURES FOR PERSONNEL SECURITY INVESTIGATIONS AND ADJUDICATIONS

Purpose

To provide revised policy and implementation procedures for personnel security that support the Army's biological, nuclear and chemical Personnel Reliability Programs (PRPs). The PRP provides the standards of individual reliability required for personnel performing duties involving biological select agents and toxins, nuclear weapons, nuclear components, special nuclear material, chemical surety material, and other designated chemical agents.

Background

The Army Deputy Chief of Staff, G-2 is responsible for processing personnel security investigations and determining security clearance eligibility for Department of the Army (DA) personnel. This responsibility includes the adjudication of security clearance eligibility for personnel who are enrolled in the Army PRP.

Policy

1. The Army Central Clearance Facility's (CCF's) support to the PRP is limited to adjudicating personnel security investigations (PSIs) for DA personnel who require security clearance eligibility. A PSI is considered favorably adjudicated if the CCF has granted eligibility for a security clearance. If a PSI is not favorably adjudicated, the CCF will provide copies of any unfavorable personnel security action to the commander or organizational head of an activity through the security manager or locally designated personnel security representative. If the individual is also being screened for a PRP position or is currently in a PRP position, the security manager or personnel security representative will inform the certifying official of the determination of eligibility for a security clearance.

2. All PSI requests for DA personnel who are under consideration for Army biological, nuclear or chemical PRP positions will be submitted to the Army Personnel Security Investigation-Center of Excellence. The Center of Excellence will submit requests for a PSI on personnel in PRP positions to the Army's investigative service provider, the U.S. Office of Personnel Management. Contractors who are under consideration for Army biological, nuclear or chemical PRP positions who are subject to the National Industrial Security Program will submit PSI requests to the Defense Industrial Security Clearance Office. The office will determine eligibility for a security clearance for those contractor personnel who are enrolled in the PRP and require a security clearance.

3. The certifying official at the biological, nuclear or chemical activity will be responsible for reviewing completed PSIs for determining initial or continued PRP suitability.

a. The security manager or personnel security representative will request a copy of the PSI from the Office of Personnel Management on behalf of the certifying official. The request will include the individual's name, Social Security number, investigation type, closing date of the investigation, and rationale for the request.

b. The certifying official will review the PSI and determine PRP suitability based on both positive and adverse information in the PSI file, in accordance with the PRP qualifying and disqualifying factors in AR 50-1 (Biological Surety), AR 50-5 (Nuclear Surety) and AR 50-6 (Chemical Surety), as applicable. The certifying official may obtain assistance from the supporting security manager or personnel security representative, but the certifying official must conduct the review and make the determination of PRP suitability. All certifying officials will follow the procedures for safeguarding PSIs in accordance with applicable security regulations.

c. The certifying official will excerpt information relevant to potentially disqualifying factors from the PSI when such information requires competent medical authority review and/or reviewing official approval in accordance with AR 50-1, AR 50-5 or AR 50-6. The certifying official will not provide any other information from PSI files to the competent medical authority or reviewing official.

d. The certifying official will ensure that the PSI is destroyed within 90 days of the final determination of PRP suitability and that no copies or excerpts of the investigation are retained. Any investigation or excerpts provided to competent medical authorities, reviewing officials or other personnel must also be destroyed within 90 days of the final determination.

e. The security manager or personnel security representative will expeditiously provide to the certifying official adverse information that is provided by or sent to the CCF pursuant to the provisions in AR 380-67 (Army Personnel Security Program), chapter 8.

f. For those DA personnel and contractors who are enrolled in the PRP and require access to classified information, the certifying official will require a favorably adjudicated Access National Agency Check with Inquiries (ANACI) background investigation, a National Agency Check with Law and Credit (NACLC) background investigation, or the Single Scope Background Investigation (SSBI), as applicable.

Procedures

The investigative requirements for PRP are based on the position designations for such programs. PRP positions are designated as either critical or controlled. Specific PRP

procedures are outlined in AR 50-1, AR 50-5 and AR 50-6, as applicable. The requirements for processing PSIs are as follows:

1. Biological PRP Positions (AR 50-1)

a. The SSBI is the minimum PSI required for military personnel, civilian employees or contractors for initial entry or continuation in the biological PRP with unescorted access to biological select agents and toxins.

b. The NACLC is the minimum PSI required to support initial entry of military personnel or contractors in all other biological PRP positions that do not require unescorted access to biological select agents and toxins. The minimum PSI required for DA civilian employees in these PRP positions is the ANACI. An NACLC as a periodic reinvestigation is acceptable for all personnel, including military personnel, civilian employees and contractors.

c. A foreign national in a biological PRP position in the United States requiring unescorted access to biological select agents and toxins will be subjected to an SSBI.

(1) If the foreign national has not resided in the U.S. for at least 3 years, they will undergo a National Agency Check with Written Inquiries (NACI) and will not be given unescorted access until they receive a periodic SSBI at 3 years, after which a 5-year periodic SSBI reinvestigation is authorized.

(2) If access to classified information is needed, the procedures in AR 380-67, paragraph 3-22 for requesting a limited access authorization will be followed.

2. Nuclear PRP Positions (AR 50-5)

a. For military personnel, civilian employees or contractors in a critical nuclear PRP position, the minimum requirement is eligibility for a Top Secret security clearance based on an SSBI or equivalent investigation completed within the last 5 years.

b. For military personnel or contractors, the minimum requirement to support initial entry into a controlled nuclear PRP position is eligibility for a Secret security clearance based on an NACLC completed within the last 5 years. The requirement for DA civilian employees to support initial entry into controlled nuclear PRP positions is eligibility for a Secret security clearance based on an ANACI or NACLC, as applicable. An NACLC as a periodic reinvestigation is acceptable for military personnel, DA civilian employees, and contractors.

c. Individuals enrolled in a nuclear PRP must be U.S. citizens.

3. Chemical PRP Positions (AR 50-6)

a. The minimum PSI required for military personnel or contractors to support initial entry into or continuation in a chemical PRP is the NACLC.

b. The minimum PSI required for DA civilian employees in a chemical PRP is an ANACI. The NACLC is an acceptable periodic reinvestigation for DA civilians in a chemical PRP.

c. Individuals enrolled in a chemical PRP must be U.S. citizens.

4. Interim Certification. If it is necessary to consider an individual for a PRP position and the required investigation has not been completed, interim certification may be made under carefully controlled conditions as set forth in the following paragraphs.

a. the individual has had the appropriate level of PSI or security clearance eligibility completed within the last 10 years, or has had a lower level PSI completed or security clearance eligibility within the last 5 years, and has not had a break in active service or employment in excess of 24 months;

b. the required PSI has been requested;

c. the National Agency Check (NAC) portion of the investigation has been completed and contains no adverse information;

d. all other requirements of the PRP screening process have been fulfilled;

e. the individual is identified to supervisory personnel as being certified on an interim basis;

f. the individual is not used in a two-person team with another such individual; and

g. the certifying official has documented justification of the need for interim certification.

Responsibilities

1. Army Deputy Chief of Staff, G-2. The Army G-2 will:

a. develop, review and update personnel security policy for the PRP and oversee its implementation;

b. maintain the PSI Center of Excellence to provide quality control and expedited processing of PSIs for those DA personnel who are enrolled in or applying for a position in the PRP;

c. ensure that the Army CCF provides timely determinations of eligibility for a security clearance (as established by requirements for PSIs in Public Law 108-458, Intelligence Reform and Terrorism Prevention Act of 2004) for personnel who are enrolled in or applying to a position in the PRP and require security clearance eligibility;

d. make sure the Army CCF provides copies of any adverse personnel security action to the commander or organizational head of the biological, nuclear or chemical activity through the security manager or personnel security representative; and

e. ensure that the Army CCF no longer reviews PSIs for potentially disqualifying information for determining eligibility and/or retention in the PRP.

2. Army Deputy Chief of Staff, G-3/5/7. The Army G-3/5/7 will:

a. develop, review and update all Army surety policy regulations, including AR 50-1, AR 50-5 and AR 50-6; and

b. coordinate with commanders, directors and program officials of Army surety activities and the Army G-2 to ensure that the appropriate level of training is provided to certifying officials.

2. Commanders, Directors and Program Officials of Army Surety Activities or Applicable Contractor Operations. These personnel will ensure that all certifying officials:

a. apply the standards outlined in this directive and enforce all appropriate surety regulations and personnel security guidelines for the PRP,

b. receive appropriate training in identifying the key elements of and significant information in a PSI to determine PRP suitability, and

c. are prepared to determine PRP suitability no later than the effective date of this policy (**120** days from the date this Army directive is signed).

3. Certifying Officials. Certifying officials will be:

a. responsible for reviewing completed PSIs for determining initial and continued PRP suitability, and

b. trained to ensure that they have a competent level of understanding of the key elements (including credit and law enforcement checks) and significant information in the PSI.

Personnel Security Investigative Standards

The four types of investigation remain valid for 5 years unless the individual has a break in service of 24 months or more since completion of the investigation. A break in service exceeding 24 months requires a reinvestigation.

1. NACI. A PSI covering the past 5 years and consisting of an NAC, financial review, local agency checks and written inquiries to former employers, supervisors, references and schools.

2. ANACI. A PSI covering the past 7 years and consisting of an NAC, financial review, local agency checks and written inquiries to former employers, supervisors, references and schools.

3. NACLC. A PSI covering the past 5 to 7 years and consisting of an NAC, financial review, verification of date and place of birth, and local agency checks.

4. SSBI. A PSI consisting of all the components (that is, an NAC and spouse or cohabitant NAC searches; former spouse interview; court and local law enforcement records checks; reference contacts; education, selective service, employment and education coverage checks and verification; and the personal subject interview). The period of investigation for an SSBI varies from 3 years for neighborhood checks to 10 years for local agency checks.

Points of Contact

The points of contact for this policy and procedures are Mr. Eric L. Novotny, Office of the Army Deputy Chief of Staff, G-2 (DAMI-CD), (703) 695-2599 or eric.l.novotny.civ@mail.mil, and Mr. John Humpton, Office of the Army Deputy Chief of Staff, G-3/5/7 (DAMO-SSD), (703) 545-0954 or john.h.humpton.civ@mail.mil.

REFERENCES

1. Department of Defense 5200.2-R (Personnel Security Program), January 1987, administrative reissuance incorporating through Change 3, 23 Feb 96.

2. AR 380-67 (Personnel Security Program), 9 Sep 88.

4. AR 50-1 (Biological Surety Program), 28 Jul 08.

5. AR 50-5 (Nuclear Surety Program), 1 Aug 00.

6. AR 50-6 (Chemical Surety Program), 28 Jul 08.

3. Message, Army Deputy Chief of Staff, G-2 (DAMO-AOC), 021342Z May 09, subject: Personnel Reliability Program (PRP) Personnel Security Investigation (PSI) Interim Guidance.