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BODY

SUBJ: IMPLEMENTATION OF INTELLIGENCE COMMUNITY DIRECTIVE (ICD) 705 SERIES AND INTELLIGENCE COMMUNITY (IC) TECHNICAL SPECIFICATIONS (U)
REFS: A. DCID 6/9, PHYSICAL SECURITY STANDARDS FOR SENSITIVE COMPARTMENTED INFORMATION FACILITIES, DATED 23 DEC 2002

B. DOD 5105.21-M-1, SENSITIVE COMPARTMENTED INFORMATION ADMINISTRATIVE SECURITY MANUAL, DATED AUGUST 1998

C. DOD INSTRUCTION 5200.1, DOD INFORMATION SECURITY PROGRAM AND PROTECTION OF SENSITIVE COMPARTMENTED INFORMATION, DATED 9 OCT 2009 (U)

D. DIA/DAC-2 MESSAGE, SUBJECT: INTELLIGENCE COMMUNITY DIRECTIVE (ICD) 705 SIGNED BY DNI, DTG: 311153Z AUG 2010 (U)

E. DIA/DAC 2 MESSAGE, SUBJECT: ICS 705 SERIES AND IC TECHNICAL SPECIFICATIONS UPDATE, DTG 301901Z AUG 2010 (U)

F. DIA/DAC-2 MESSAGE, SUBJECT: INTELLIGENCE COMMUNITY DIRECTIVE (ICD) 705 SIGNED BY DNI, DTG: 031535Z JUN 2010 (U)

G. ODNI INTERIM GUIDANCE FOR THE PLANNING AND CONSTRUCTION OF NEW SENSITIVE COMPARTMENTED INFORMATION FACILITIES DATED 16 MAR 2009 (U)

H. DIA/DAC-2 MESSAGE, SUBJECT: NOTIFICATION OF PROPOSED CHANGES FOR CONSTRUCTION OF SENSITIVE COMPARTMENTED INFORMATION FACILITIES (SCIFS) INSIDE AND OUTSIDE THE U.S. FOR DEPARTMENT OF DEFENSE (DOD) (LESS NRO AND NSA) DTG: 051800Z AUG 08 (U)

I. DIA/DAC-2 MESSAGE, SUBJECT: CHANGES TO DIA PROCESSES USED TO INSPECT & ACCREDIT SENSITIVE COMPARTMENTED INFORMATION FACILITIES

(SCIF). EFFECTIVE 1 OCTOBER 2010. DTG: 061642Z JUL 2010 (U)
1. THIS MESSAGE ISSUES IMPLEMENTATION GUIDANCE FOR DOD (LESS NSA, NRO AND NGA) SCIFS ACCREDITED BY DIA/DAC-2 AND WILL REMAIN IN EFFECT UNTIL REFERENCE B IS REVISED UNDER THE AUTHORITY OF REFERENCE C. REFERENCES D THROUGH H ARE HEREBY RESCINDED. REFERENCE I IS STILL IN EFFECT AND WILL BE INCORPORATED INTO REFERENCE B. ALL FORMS, WORKSHEETS AND REPORTING FORMATS REFERENCED HEREIN WILL BE POSTED ON THE WEBSITE LISTED IN PARAGRAPH 9 BELOW.

2. OVERVIEW: ICD 705 ISSUED ON 26 MAY 2010 PROVIDES OVERALL GUIDANCE ON SCIFS. INTELLIGENCE COMMUNITY STANDARDS (ICS) 705-1 AND ICS 705-2 ISSUED ON 17 SEPTEMBER 2010 PROVIDES SPECIFIC PHYSICAL AND TECHNICAL SECURITY POLICIES REGARDING SCIFS. THE IC TECHNICAL SPECIFICATIONS PROVIDE DETAILED INSTRUCTIONS AND BEST PRACTICES ON HOW TO COMPLY WITH THE ICS 705-1 AND ICS 705-2.

3. ACCREDITATION AUTHORITIES:

A. DIA IS THE ACCREDITING OFFICIAL (AO) FOR DOD SCIFS (LESS NSA, NRO AND NGA) AND RETAINS SOLE AUTHORITY FOR ACCREDITING PERMANENT SCIFS. THESE INCLUDE OPEN STORAGE SCIFS, CLOSED STORAGE SCIFS, CONTINUOUS OPERATIONS SCIFS AND SECURE WORKING AREAS. ONLY DIA CAN APPROVE A WAIVER TO ICD 705 FOR DOD SCIFS.

B. DIA DELEGATES TO THE COGNIZANT SECURITY AUTHORITIES (CSA), THE SENIOR INTELLIGENCE OFFICIALS OF THOSE DOD COMPONENTS WITHOUT A CSA (AS DEFINED IN PARAGRAPH 10, ENCLOSURE 2 OF REFERENCE C, AND THE COMBATANT COMMAND (CCMD) SENIOR INTELLIGENCE OFFICERS, HEREAFTER COLLECTIVELY REFERRED TO AS DOD COMPONENT CSAS AND SIOS, THE AUTHORITY TO ACCREDIT TEMPORARY SCIFS (T-SCIF) AND TEMPORARY SECURE WORKING AREAS (TSWA), PROVIDING COMPLIANCE IS ACHIEVED IAW ICD 705 STANDARDS. DOD COMPONENT CSAS AND SIOS SHALL PROVIDE A CONSOLIDATED LIST OF ACCREDITED T-SCIFS AND TSWA TO DIA ON AN ANNUAL BASIS NLT 30 SEP. SEE PARAGRAPH 9 FOR INFORMATION ABOUT THE REPORT FORMAT.

C. THIS AUTHORITY MAY BE DELEGATED DOWN ONE LEVEL BY THE CSAS AND THE CCMD SIOS. A COPY OF THE DELEGATION AUTHORITY SHALL BE PROVIDED TO DIA. THE INDIVIDUALS DELEGATED THIS RESPONSIBILITY SHALL COMPLY WITH THE SAME REQUIREMENTS AS THE DOD COMPONENT CSAS AND SIOS TO INCLUDE THE ANNUAL CONSOLIDATED LIST OF T-SCIFS AND TSWAS.

4. IMPLEMENTATION TIMELINES:

A. EXISTING SCIFS: SCIFS ACCREDITED AS OF THE DATE OF THIS MESSAGE SHALL CONTINUE TO APPLY THE PHYSICAL AND TECHNICAL SECURITY REQUIREMENTS APPLICABLE AT THE TIME OF THEIR ACCREDITATION.

B. ACTIVE CONSTRUCTION OR RENOVATION PROJECTS: UNLESS PREVIOUSLY DIRECTED BY DIA, ACTIVE CONSTRUCTION OR RENOVATION PROJECTS SHALL FOLLOW REFERENCE A. THESE PROJECTS ARE CHARACTERIZED AS ONES BEING ALREADY UNDER CONSTRUCTION (I.E. WORKERS ON SITE, HAMMERS BEING SWUNG, ETC.) AS OF THE DATE OF THIS MESSAGE. THESE PROJECTS MAY BE RE-EVALUATED ON A CASE BY CASE BASIS BY DIA TO DETERMINE IF ADDITIONAL REQUIREMENTS ARE WARRANTED.

C. EXISTING PROJECTS BEYOND THE 60% DESIGN REVIEW POINT: UNLESS PREVIOUSLY DIRECTED BY DIA, ACTIVE CONSTRUCTION OR RENOVATION DESIGN PROJECTS BEYOND THE 60% DESIGN REVIEW POINT AS OF THE DATE OF THIS MESSAGE MAY APPLY REFERENCE A AS A BASELINE. 60% DESIGN REVIEW IS CHARACTERIZED BY FINALIZED BLUEPRINTS TO INCLUDE WALL, DOOR, HARDWARE, HVAC, ELECTRICAL, PLUMBING, ETC. DETAILS. HOWEVER, THESE

PROJECTS SHALL BE RE-EVALUATED BY DIA NLT 120 DAYS AFTER THE NEW IC TECHNICAL SPECIFICATIONS ARE RELEASED BY THE DNI TO DETERMINE IF ADDITIONAL REQUIREMENTS ARE WARRANTED. SPECIFIC DETAILS WILL BE ADDRESSED IN A SEPARATE MESSAGE.

D. CONSTRUCTION OR RENOVATION DESIGN PROJECTS AT LESS THAN THE 60% DESIGN REVIEW POINT. THESE PROJECTS AND ANY NEW CONSTRUCTION OR MODIFICATION PROJECTS AS OF THE DATE OF THIS MESSAGE SHALL APPLY ICD 705, ICS 705-1, ICS 705-2 AND THE NEW IC TECHNICAL SPECIFICATIONS.

5. IMPLEMENTATION PROCEDURES:

A. CONCEPT APPROVALS: ESTABLISHMENT OF A NEW SCIF REQUIRES A CONCEPT APPROVAL SIGNED BY DOD COMPONENT CSAS OR SIOS. DOD COMPONENT CSAS AND COMBATANT COMMAND SIOS MAY DELEGATE AUTHORITY ONE LEVEL DOWN TO SIGN A CONCEPT APPROVAL. THE CONCEPT APPROVAL SHALL CLEARLY STATE THE OPERATIONAL NEED FOR THE NEW SCIF, THAT AN EXISTING SCIF COULD NOT BE USED, AND A DECLARATION THAT RESOURCES (E.G., PERSONNEL, FUNDING) WILL BE AVAILABLE TO PROVIDE MANAGEMENT AND OVERSIGHT FOR THE NEW SCIF DURING ITS LIFETIME. CONCEPT APPROVALS SUBMITTED TO DIA THAT ARE NOT SIGNED BY THE DOD COMPONENT CSAS, SIOS OR THEIR DESIGNEES WILL NOT BE ACCEPTED BY DIA.

B. WAIVERS. WAIVERS WILL BE USED FOR THOSE RARE OCCASIONS WHEN IT IS IMPOSSIBLE TO MEET OR MITIGATE AN IC STANDARD, OR WHEN IT IS NECESSARY TO EXCEED A STANDARD. WAIVER REQUESTS SHALL BE SUBMITTED THROUGH THE DOD COMPONENT CSA OR SIO TO DIA FOR REVIEW.

(1) IF UNABLE TO MEET OR MITIGATE AN IC STANDARD, THE WAIVER REQUEST MUST INCLUDE THE FOLLOWING INFORMATION:

(A) IDENTIFICATION OF THE REQUIREMENT THAT CANNOT BE MET;

(B) EXPLANATION WHY IT CANNOT BE MET AND THE MITIGATIONS THAT WERE CONSIDERED;

(C) MISSION IMPACT IF THE WAIVER REQUEST IS DISAPPROVED;

(D) ESTIMATED TIME WHEN THE REQUIREMENT CAN BE MET AND A WAIVER NO LONGER REQUIRED;

(E) EXPLANATION OF THE RISK TO SCI; AND

(F) ACKNOWLEDGEMENT IN WRITING BY THE DOD COMPONENT CSA OR SIO REGARDING THE ACCEPTANCE OF THE RISK.

(2) IF EXCEEDING AN IC STANDARD, THE WAIVER REQUEST MUST INCLUDE THE FOLLOWING INFORMATION:

(A) THE PHYSICAL SECURITY REQUIREMENT ASSOCIATED WITH THE WAIVER THAT WILL BE EXCEEDED;

(B) A STATEMENT OF DOCUMENTED RISK THAT JUSTIFIES THE NEED TO EXCEED STANDARDS (I.E. A FORMAL RISK ASSESSMENT);

(C) MISSION IMPACT IF THE WAIVER IS DISAPPROVED;

(D) IDENTIFICATION OF THE ADDITIONAL SECURITY MEASURES BEING PUT INTO PLACE;

(E) THE TIME EXPECTATION ON WHEN THE WAIVER WILL NO LONGER

BE REQUIRED; AND

(F) ACKNOWLEDGEMENT IN WRITING BY THE DOD COMPONENT CSA OR SIO REGARDING THE ADDITIONAL REQUIREMENTS AND THEIR WILLINGNESS ACCEPT THE COSTS INVOLVED.

C. LIMITATIONS ON WAIVERS: UNLESS OTHERWISE APPROVED BY DIA, WAIVERS SHALL BE GRANTED NO LONGER THAN ONE YEAR OR UNTIL SUCH TIME AS THE WAIVER IS NO LONGER NEEDED. A REQUEST TO EXTEND THE WAIVER BEYOND ONE YEAR SHALL BE RESUBMITTED TO DIA. DIA WILL REPORT ALL WAIVERS TO THE ODNI. ELEMENTS REQUESTING CO-USE OF ANY SCIF WITH A WAIVER MUST BE INFORMED OF THAT WAIVER BY THE SCIF OWNER.

D. MITIGATIONS. MANY OF THE REQUIREMENTS CONTAINED IN THE ICD 705 SERIES ARE PERFORMANCE STANDARDS. THE METHODS IDENTIFIED IN THE IC TECHNICAL SPECIFICATIONS ARE THE ACCEPTED WAY OR "BEST INDUSTRY PRACTICE" TO MEET THE PERFORMANCE STANDARD. A DIFFERENT METHOD OR "MITIGATION" MAY BE USED IF IT ACHIEVES THE SAME PERFORMANCE STANDARD AS IDENTIFIED IN THE ICD 705. THIS MITIGATION REQUIRES PRIOR APPROVAL FROM DIA BEFORE IMPLEMENTATION AND MUST BE IDENTIFIED IN THE FIXED FACILITY CHECKLIST AS SUCH.

6. INSPECTIONS AND OVERSIGHT:

A. DOD COMPONENT CSAS AND SIOS SHALL:

(1) MAINTAIN PROPER OVERSIGHT OF SCI-RELATED PROTECTION PROGRAMS FOR SCIFS UNDER THEIR COGNIZANCE.

(2) ENSURE AN ANNUAL SELF-INSPECTION IS ACCOMPLISHED FOR EACH ACCREDITED SCIF BY THE APPOINTED SECURITY OFFICER.

(3) CARRY OUT PERIODIC ON-SITE INSPECTIONS. THESE INSPECTIONS SHALL BE BASED UPON THREAT, FACILITY MODIFICATIONS, SENSITIVITY OF PROGRAMS AND PAST SECURITY PERFORMANCE. DOD COMPONENT CSAS AND SIOS ARE ENCOURAGED TO INCORPORATE THESE INSPECTIONS AS PART OF A COMMAND OR ORGANIZATION-LEVEL INSPECTION OR ASSESSMENT PROGRAM.

(4) DIRECT CORRECTIVE ACTIONS ON DEFIENCIENIES IDENTIFIED.

(5) COORDINATE WITH DIA ON ANY CORRECTIVE ACTION PRIOR TO ITS IMPLEMENTATION THAT MAY AFFECT PHYSICAL CHANGES TO THE SCIF.

(6) PROVIDE A CONSOLIDATED SUMMARY OF THESE INSPECTIONS ANNUALLY TO DIA NLT 30 SEPT. SEE PARAGRAPH 9 FOR INFORMATION ABOUT THE REPORT FORMAT.

B. DIA SHALL CONDUCT PERIODIC INSPECTIONS OF COMPONENT-LEVEL SCI PROTECTION PROGRAMS. THESE INSPECTIONS WILL CONTINUE TO BE BASED UPON THREAT, FACILITY MODIFICATIONS, SENSITIVITY OF PROGRAMS AND PAST SECURITY PERFORMANCE.

C. PHYSICAL & TEMPEST ACCREDITATION INSPECTIONS: A SCIF MUST RECEIVE A FAVORABLE PHYSICAL & TECHNICAL INSPECTION PRIOR TO ACCREDITATION. THESE INSPECTIONS MAY ONLY BE PERFORMED BY DIA OR BY AN OFFICIAL DESIGNATED BY THE DOD COMPONENTS WHO WAS APPROVED BY DIA THROUGH THE CERTIFIED SCIF INSPECTOR PROGRAM.

7. CONSTRUCTION SECURITY PLANNING: DOD COMPONENTS SHALL ADHERE TO THE FOLLOWING PROCESS WHEN CONSTRUCTING OR RENOVATING A SCIF.

A. AN ORGANIZATION WISHING TO BUILD A NEW SCIF OR MODIFY AN EXISTING SCIF WILL APPOINT A SITE SECURITY MANAGER (SSM) AS THE ORGANIZATION'S POC FOR ALL SECURITY ISSUES RELATED TO CONSTRUCTION/MODIFICATION OF THE SCIF. THE ORGANIZATION WILL COMPLETE AND SUBMIT A CONSTRUCTION SECURITY PACKAGE CONSISTING OF A CONSTRUCTION SECURITY WORKSHEET (CSW), THE SSM'S APPOINTMENT ORDERS, THE CONCEPT APPROVAL AND, IF APPROPRIATE, AN APPROVED DD FORM 254 TO DIA. DIA WILL CONDUCT A CONSTRUCTION SECURITY REVIEW AND PROVIDE CONSTRUCTION SECURITY GUIDANCE TO THE ORGANIZATION. DIA WILL ISSUE A SCIF ID FOR NEW SCIF CONSTRUCTION IN ITS WRITTEN GUIDANCE.

B. THE SSM WILL START THE PRE-CONSTRUCTION FIXED FACILITY CHECKLIST (FFC) AND THE TEMPEST ADDENDUM. THE FFC AND TEMPEST ADDENDUM SHOULD BE COMPLETED AND SUBMITTED BY THE 30% DESIGN POINT (I.E. SPACE ALLOCATIONS MADE, GENERAL FLOOR PLANS COMPLETED FOR REVIEW BY THE ORGANIZATION). THIS WILL ALLOW TIME FOR DIA TO REVIEW BOTH DOCUMENTS AND PROVIDE GUIDANCE TO THE ORGANIZATION PRIOR TO THE 60% POINT IN THE DESIGN PHASE SO IT CAN BE INCLUDED IN THE PROJECT DESIGN. IF THESE DOCUMENTS ARE NOT SUBMITTED IN TIME, CONSTRUCTION COSTS MAY INCREASE DRAMATICALLY IF SHORTFALLS ARE LATER IDENTIFIED BY DIA.

C. THE ORGANIZATION WILL THEN TAKE DIA'S CONSTRUCTION GUIDANCE AND DEVELOP THEIR CONSTRUCTION SECURITY PLAN (CSP). THE CSP WILL BE TAILORED BY THE UNIT TO THEIR SITUATION AND MUST BE FINALIZED PRIOR TO THE START OF CONSTRUCTION SO IT CAN BE INCLUDED IN THE CONSTRUCTION REQUIREMENTS PUT OUT FOR BID. THE DOD COMPONENT CSA OR SIO OR THEIR DESIGNEE RESPONSIBLE FOR THE SCIF WILL CONDUCT THE FINAL REVIEW OF THE CSP AND NOTIFY DIA IF DIA GUIDANCE WAS NOT FOLLOWED.

D. ONCE CONSTRUCTION STARTS, THE SSM WILL OVERSEE ALL ASPECTS OF CONSTRUCTION SECURITY. THE SSM IS NOT REQUIRED TO BE ON SITE 24/7, BUT MUST HAVE 24/7 ACCESS TO THE SITE IN ORDER TO CONDUCT AFTER HOURS INSPECTIONS. THE SCOPE OF THE PROJECT WILL DETERMINE THE LEVEL OF OVERSIGHT BY THE SSM AND THE TIME SPENT AT THE CONSTRUCTION SITE. THE SSM WILL ENSURE THE CSP IS UPDATED AS NEEDED. THE DOD COMPONENT CSA OR SIO SHALL PROVIDE SUPPORT AS NEEDED TO THE SSM.

E. WHEN CONSTRUCTION HAS REACHED THE POINT WHERE FINAL ACCEPTANCE INSPECTIONS ARE BEING CONDUCTED BY THE ORGANIZATION, DIA OR AN OFFICIAL DESIGNATED BY THE DOD COMPONENT WHO WAS APPROVED BY DIA WILL CONDUCT A PHYSICAL AND TECHNICAL SECURITY INSPECTION OF THE SCIF. ALL ORGANIZATIONS WISHING TO HAVE DIA CONDUCT THE INSPECTION MUST COORDINATE WITH DIA AT LEAST 12 MONTHS IN ADVANCE IF NOT LOCATED WITHIN THE GREATER WASHINGTON D.C. AREA. THE INSPECTOR WILL COMPARE THEIR FINDINGS TO THE FINAL FFC AND TEMPEST ADDENDUM TO ENSURE BOTH DOCUMENTS ARE CORRECT AND REFLECT THE ACTUAL CONDITION OF THE SCIF. IF THEY ARE, THE INSPECTOR WILL ATTACH THE INSPECTION REPORT TO THE FINAL FFC AND TEMPEST ADDENDUM AND FORWARD TO DIA FOR ACCREDITATION.

F. UPON RECEIPT, DIA WILL ISSUE AN ACCREDITATION MESSAGE FOR THE SCIF. UPON FINAL ACCREDITATION AND COMPLETION OF THE CONSTRUCTION PROJECT, THE SSM SHALL PROVIDE THE CSP AND ALL SUPPORTING DOCUMENTS TO THE SECURITY OFFICIAL WHO WILL BE RESPONSIBLE FOR THE SCIF DURING NORMAL OPERATIONS. THESE DOCUMENTS MUST BE RETAINED IN THE SCIF'S FILES.

8. DIA WILL PROVIDE FURTHER UPDATES AS NEW INFORMATION BECOMES AVAILABLE. A SEPARATE MESSAGE ADDRESSING THE CHANGES CONTAINED IN

THE IC TECHNICAL SPECIFICATIONS WILL BE ISSUED WHEN IT IS APPROVED.

9. ALL FORMS, CHECKLISTS, WORKSHEETS, FORMATS AND OTHER DOCUMENTATION REFERENCED IN THIS MESSAGE ALONG WITH A FREQUENTLY ASKED QUESTION FORUM CAN BE OBTAINED WITHIN THE NEXT 10 BUSINESS DAYS AT THE FOLLOWING JWICS SHAREPOINT WEBSITE: HTTP //WWW.INTELINK.IC GOV/SITES/DAC2SOD/DEFAULT.ASPX.

10 QUESTIONS CONCERNING THIS MESSAGE SHALL BE ROUTED THROUGH THE DOD COMPONENT CSA/DESIGNEE OR SIO TO DIA. DIA/DAC-2 POC FOR THIS MESSAGE IS MR CARLTON CONLEY, SCIF MANAGEMENT BRANCH, COMM: 703-907-2965 OR NSTS: 982-5040 AND MR. RAMIREZ, OPERATIONS OFFICER, SECURITY OPERATIONS DIVISION COMM: 703-907-1253 OR NSTS: 982-8809.

ADMIN

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