



INTELLIGENCE

OFFICE OF THE UNDER SECRETARY OF DEFENSE
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WASHINGTON, DC 20301-5000

APR 01 2005

MEMORANDUM FOR SECRETARIES OF THE MILITARY
DEPARTMENTS
CHAIRMAN OF THE JOINT CHIEFS OF STAFF
UNDER SECRETARIES OF DEFENSE
ASSISTANT SECRETARIES OF DEFENSE
GENERAL COUNSEL OF THE DEPARTMENT OF
DEFENSE
INSPECTOR GENERAL OF THE DEPARTMENT
OF DEFENSE
DIRECTOR, FORCE TRANSFORMATION
DIRECTOR, NET ASSESSMENT
DIRECTOR, ADMINISTRATION AND
MANAGEMENT
DIRECTORS OF THE DEFENSE AGENCIES
DIRECTORS OF THE DOD FIELD ACTIVITIES

SUBJECT: Facilitating Classified Visits within the Department of Defense

The Joint Personnel Adjudication System (JPAS) is the personnel security system of record for the Department of Defense (DoD). Use of this system will reduce the administrative burden associated with many routine security actions.

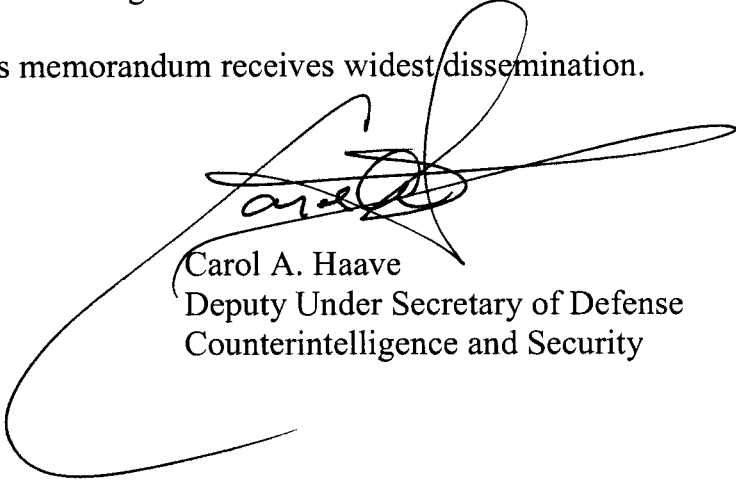
Effective immediately, JPAS shall be used to verify the personnel security clearance level for visitors requiring access to classified information. Visit authorization letters (VALs) are no longer required for civilian, military and contractor personnel whose access level and affiliation are accurately reflected in JPAS. Use of JPAS fulfills the requirements of paragraph 6-202 of the Information Security Program Regulation (DoD 5200.1-R).

All contractors who participate in the National Industrial Security Program (NISP) are authorized to use JPAS in lieu of sending VALs for classified visits. Paragraphs 6-101 and 6-103 of the National Industrial Security Program Operating Manual (NISPOM) that require advance notification and VALs for classified visits within DoD are hereby waived. VALs will still be required for visits outside of the Department of Defense.



The responsibility for establishing the positive identification of visitors and determining need-to-know prior to the disclosure of any classified information continues to rest with the organization disclosing the classified information.

Please ensure that this memorandum receives widest dissemination.

A large, stylized handwritten signature in black ink, appearing to read 'Carol A. Haave', is written over the typed name and title. The signature is highly cursive and extends across the width of the typed text.

Carol A. Haave
Deputy Under Secretary of Defense
Counterintelligence and Security

OFFICE OF THE UNDER SECRETARY OF DEFENSE
FOR INTELLIGENCE

ACTION MEMO

March 23, 2005

FOR: DEPUTY UNDER SECRETARY OF DEFENSE
(COUNTERINTELLIGENCE AND SECURITY)

FROM: DIRECTOR OF SECURITY

REP
3/23/05

SUBJECT: Facilitating Classified Visits within the Department of Defense

- The Joint Personnel Adjudication System (JPAS) contains information pertaining to eligibility for access to classified information for all cleared DoD military, civilian, and contractor employees, and is available for use by all DoD organizations. The validation process for the data in JPAS is ongoing and as there is some question on the validity of some of the data, the attached memorandum requires that the data on the visitor be accurately reflected in JPAS.
- JPAS should be used in lieu of visit authorization letters (VALs) to verify personnel security clearance levels for visits requiring access to classified information.
- There is currently no requirement in the DoD 5200.1-R, Information Security Program Regulation, to send VALs. Components must verify that the person is cleared and can now do so via JPAS.
- Authority to use JPAS in lieu of a VAL was coordinated in the current revision to the National Industrial Security Program Operating Manual (NISPOM) and there have been no concerns raised from the comments received to date. As the revision to the NISPOM will take several more months to finalize (due primarily to absence of OGC coordination), it would be beneficial to authorize implementation of this change now.

RECOMMENDATION: That you sign the Memorandum directly under.

COORDINATION: Components had the opportunity during coordination of the NISPOM to comment on this change and none did so. Comments have been received from all SD 106 entities but OGC and JCS.